



Cover Memorandum/Staff Report

File #: 26-0963

Agenda Date: 8/27/2026

Item #:

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Events Manager
THROUGH: Terrence R. Moore, ICMA-CM
DATE: August 27, 2026

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "20TH ANNIVERSARY PARTY FOR CAPTAIN CLAY & SONS" TO BE HELD ON OCTOBER 11, 2026, AT 1319 N FEDERAL HIGHWAY #1; AND TO AUTHORIZE THE SPECIAL EVENTS MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE SPECIAL EVENT PERMIT

Recommended Action:

Special Events Technical Advisory Committee (SETAC) recommends the Development Services Management Group (DSMG) approve the special event known as 20th Anniversary Party for Captain Clay & Sons to be held on October 11, 2026; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

Captain Clay & Sons submitted a Special Event Application on July 10, 2026, for the event 20th Anniversary Party for Captain Clay & Sons to be held at 1319 N Federal Highway #1, on October 11, 2026. This event will feature serving fish and refreshments to customers to celebrate the 20th anniversary of doing business in Delray. The event will include alcohol, food and an access closure of the road leading into the parking lot off N. Federal Highway. The event will take place from 12:00pm - 4:00pm and they expect about 100 people in attendance. This event will take place outside in the parking lot in front of the business.

Special Event Technical Advisory Committee (SETAC):

SETAC recommends DSMG approve the event.
No special conditions are recommended by SETAC

Funding Source/Financial Impact:

There is no financial impact to the city, as the producer will be billed for all costs.

Timing of Request:

The event is very quickly approaching and the producer needs to know if they are approved.