



Cover Memorandum/Staff Report

File #: 25-1075

Agenda Date: 8/28/2025

Item #: A.

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Event Manager
THROUGH: Terrence R. Moore, ICMA-CM
DATE: August 28, 2025

64TH ANNUAL DELRAY AFFAIR : RECOMMENDATION OF THE DEVELOPMENT SERVICES MANAGEMENT GROUP OF THE CITY OF DELRAY BEACH, FLORIDA, TO THE CITY COMMISSION FOR AN IMPACT EVENT KNOWN AS "64TH DELRAY AFFAIR" TO BE HELD ON APRIL 10-12, 2026 IN DOWNTOWN DELRAY BEACH CENTRAL BUSINESS DISTRICT. ATLANTIC AVENUE FROM NW 2ND AVENUE TO NE 6TH AVENUE; SWINTON AVENUE FROM NE 1ST STREET TO ATLANTIC AND ONE BLOCK NORTH AND SOUTH OF ATLANTIC AVENUE.

Recommended Action:

The Development Services Management Group (DSMG) is asked to make a recommendation to the City Commission regarding the Impact Event known as 64th Delray Affair to be held on Friday through Sunday, April 10-12, 2026. This event is deemed an Impact Event due to a requested closure of the major roadways of Atlantic Avenue from NW 2nd Avenue to NE 6th Avenue, Swinton Avenue from NE 1st Street to Atlantic Avenue and 1 block North and South of Atlantic Avenue. It also meets the criteria for attendance of over 3,500 people per day for an impact event.

Background:

The Delray Beach Chamber of Commerce submitted a Special Event Application on July 21, 2025 for the 64th Delray Affair to be held on April 10-12, 2025 in the Central Business District. This will be the 64th year the Delray Affair will take place. The last event was held in April 2025. This event is a fine art & craft festival and the main fundraiser for the Delray Beach Chamber of Commerce. The application was reviewed by the Special Event Technical Advisory Committee on August 21, 2025 and was recommended for approval.

This event is a signature event in the City. This event meets two of the criteria for an impact event in that it is seeking closure of major roadways and the attendance is well over 3,500 people per day. City staff is familiar with the event as held in the past and is familiar with the methods to re-route traffic for the requested road closures. Staff also understands the level of City-staffing for other aspects of the event as all aspects have been covered with the event producer.

This event will be the exact same as it was in 2025. Same road closures, closure times, set up and times of the event. There were no issues with the 2025 event.

The 2026 event will not include alcohol sales the same as in 2025.

Special Events Technical Advisory Committee (SETAC) Review:

SETAC reviewed and recommended approval of the event.

No special conditions beyond the standard permits were recommended by SETAC.

Funding Source/Financial Impact:

The Delray Beach Chamber of commerce will receive a 50% discount of the city's soft costs.

Timing of Request:

This event must go before commission and road closure permits must be applied for.