



MEMORANDUM

Date: August 8, 2024

To: Honorable Mayor and Commissioners

Via: Todd Stoughton
Interim City Manager

From: Marcus Davila
Community Services Director

Subject: **Recommendation to Approve the "We Cycle, Inc. and the Key West Art and Historical Society, Inc. Zombie Bike Ride" on Sunday, October 20, 2024, from 6:00 p.m. to 8:00 p.m.**

Introduction

The City Manager's Office requests the approval of the "We Cycle, Inc. and the Key West Art and Historical Society, Inc. Zombie Bike Ride" on Sunday, October 20, 2024, from 6:00 p.m. to 8:00 p.m.

Background

The City Manager's Office has received an application from the "We Cycle, Inc. and the Key West Art and Historical Society, Inc. Zombie Bike Ride" on Sunday, October 20, 2024, from 6:00 p.m. to 8:00 p.m. This takes place every year the Sunday before Fantasy Fest. The event will be staged at Fort East Martello. Participants will begin to gather at 2pm. At 6pm a rolling roadblock, in coordination with Key West Police Department, Monroe County Sheriffs Department, and the Key West International Airport, will be used to travel by bicycle down the south side of the island and end at the Coffee Butler Amphitheater. The applicant has agreed to abide by City Codes and Ordinances.

Procurement

There will be no additional expenses to the city as all service costs (Police/Fire/Community Services) are covered by the applicant, based on the Special Event Matrix.

Recommendation

The City Manager's Office recommends the Mayor & City Commission approve the "We Cycle, Inc. and the Key West Art and Historical Society, Inc. Zombie Bike Ride" on Sunday, October 20, 2024, from 6:00 p.m. to 8:00 p.m.