



MEMORANDUM

Date: October 9, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Kelli Funkhouser
Special Events Manager

Subject: **[File 25-4455] Recommendation to Approve the “Tutu Pre Party Parade” on Tuesday, October 21, 2025, from 6:00 p.m. to 8:00 p.m. (setup at 5:00 p.m.) starting at 420 Applerouth Lane and ending at 423 Caroline Street**

Introduction

The City Manager’s Office requests the approval of the “Tutu Pre Party Parade” on Tuesday, October 21, 2025, starting at 6:00 p.m. and ending at 8:00 p.m. (Setup at 5:00 p.m.) beginning at Mary Ellen’s, 420 Applerouth Lane and ending at General Horseplay, 423 Caroline Street.

Background

The City Manager’s Office has received an application from “General Horseplay” for the “Tutu Pre Party Parade” on Tuesday, October 21, 2025. The Tutu Pre Party Parade starts at Mary Ellen’s and is led by tricycles and KWPD motor units. It is a foot parade that leads tutu revelers down Applerouth Lane to Duval Street, Duval Street to Angela, back to Duval and Greene Street, Greene to Whitehead Street to finish at General Horseplay at 423 Caroline Street. Proceeds will benefit Florida Keys AHEC for continuing support of local medical and dental services for kids. The applicant has agreed to abide by City Codes and Ordinances, including providing insurance.

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 “Tutu Pre Party Parade” on Tuesday, October 21, 2025, from 6:00 p.m. to 8:00 p.m. (setup at 5:00 p.m.) beginning at 420 Applerouth Lane and ending at 423 Caroline Street.