



MEMORANDUM

Date: March 5, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Marcus Davila
Director of Community Services

From: Kelli Funkhouser
Special Events Manager

Subject: **[File ID: 26-5033] Recommendation to approve the “Rudolph Red Nose 5K” on Saturday, December 12, 2026, from 8:00 a.m. to 12:00 p.m.**

Introduction

The City Manager’s Office requests the approval of the “Rudolph Red Nose 5K” on Saturday, December 12, 2026, from 8:00 a.m. to 12:00 p.m. (setup beginning at 6:00 a.m.) starting and ending at Duval and South Streets.

Background

The City Manager’s Office has received an application from “A Positive Step of Monroe County, Inc.” for their Annual “Rudolph Red Nose 5K” on Saturday, December 12, 2026. The race will begin at the intersection of Duval and South Street at the Duval Street Pocket Park, run through the streets of Key West to the turnaround at Bertha and S. Roosevelt and back the same route to end at Duval & South Streets. Along with the race, there is a silent auction. Funds raised go toward the Idle Hands Summer Youth Employment Program. 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 and Commission approve the Rudolph Red Nose Run 5K on Saturday, December 12, 2026, from 8:00 a.m. to 12:00 p.m. beginning and ending at Duval and South Streets.