



MEMORANDUM

Date: September 14, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childres 
City Manager

From: Maria Ratcliff
Special Event Administrator

Subject: **Recommendation to Approve “Race World Offshore, LLC” Street party and concert from November 9-12, 2023.**

Introduction

The City Manager’s Office requests the approval of the “Race World Offshore Street Party” from November 9-12, 2023, on Duval Street and the Coffee Butler Amphitheater.

Background

The City Manager’s Office has received an application from “Race World Offshore, LLC” for the Special Event starting with a street closure on Thursday, November 9, 2023, on Greene Street between Duval Street and Ann Street from 6:00 p.m. to 10:00 p.m. – A Concert at the Coffee Butler Amphitheater on Thursday, November 9, 2023, from 6:00 p.m. to 10:00 p.m. A Street Party on Duval Street from Front Street to Southard Street and Fitzpatrick to Simonton Street on Friday, November 10, 2023, from 6:00 p.m. to 10:00 p.m. – A Concert at the Coffee Butler Amphitheater on Saturday, November 11, 2023, from 6:00 p.m. to 10:00 p.m. and an awards ceremony on Sunday, November 12, 2023, from 3:00 p.m. to 8:00 p.m. - There will be no cooking and no generators during the street closures. The Coffee Butler Amphitheater will have the event catered. The street closure is a display of boats and foot traffic throughout the event. 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 "Race World Offshore LLC" Street Party and concerts from November 9-12, 2023.