




## MEMORANDUM

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Date: June 8, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress   
City Manager

From: Maria Ratcliff

Subject: **Recommendation to Approve the “Mote Marine Laboratory, Inc. Florida Keys Ocean Festival” at the Truman Waterfront Grassy area on Sunday, December 3, 2023, from 10:00 a.m. to 3:00 p.m.**

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### Introduction

The City Manager’s Office request the approval of the “Florida Keys Ocean Festival” at the “Key West Truman Waterfront Grassy Area” on Sunday, December 3, 2023 from 10:00 a.m. to 3:00 p.m.

### Background

The City Manager’s Office has received an application from the “Mote Marine Laboratory, Inc.” for the “2023 Florida Keys Ocean Festival” on Sunday, December 3, 2023, from 10:00 a.m. to 3:00 p.m. The Florida Keys Ocean Festival is a free family oriented and a friendly event, focusing on ocean conservation throughout the Florida Keys. There will be vendors, kids’ activities, and live music on the lawn during the event. Historically, there are approximately 1,500.00 that attend the festival. All proceeds benefit the Mote Marine Laboratory coral restoration. 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 Resolution for the "2023 Ocean Festival on the grounds of the Key West Truman Waterfront grassy area" on Sunday, December 3, 2023, from 10:00 a.m. to 3:00 p.m.