



## MEMORANDUM

---

Date: May 7, 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: 26-5280 - Recommendation to approve the 2<sup>nd</sup> Annual “Key Lime Festival Kickoff Party 2026” on Wednesday, July 1, 2026, from 6:00 p.m. to 10:00 p.m.**

---

### **Introduction**

The City Manager’s Office requests the approval of the “Key Lime Festival Kickoff Party 2026” on Duval Street between United Street and South Street on Wednesday, July 1, 2026, from 6:00 p.m. to 10:00 p.m. (setup at 12:00 p.m.).

### **Background**

The City Manager’s Office has received an application from Southernmost Beach Resort for the “2<sup>nd</sup> Annual Key Lime Festival Kickoff Party” on Wednesday, July 1, 2026. The event will include live music, Key Lime Spirit Contest (Empress or Emperor of Key Lime Spirit), and food and beverages served on/from the Southernmost Beach Resort. The event will take place in front of the Avalon Guesthouse, 1317 Duval Street and the Key West Butterfly and Nature Conservatory, 1316 Duval Street. The event is open to the public to kick off the Key Lime Festival 2026. They are requesting to close Duval Street after the metered parking lot on the corner of Duval and United Streets to South Street. Food and drinks will be served on the property of the Southernmost Beach Resort and the Avalon Guesthouse Parlour Bar. They will set up stations on their property, not on the street. The applicant has agreed to abide by City Codes and Ordinances, including providing insurance.

The applicant is requesting approval for the sale and consumption of alcoholic beverages within the enclosed area.

Due to having amplified sound for announcements and music, a noise exemption is requested. Notice of the City Commission’s proposed action on a Noise Exemption was published in The Citizen and on KeysNews.com. Property owners within a 100-foot radius were mailed notice.

**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 "Key Lime Festival Kickoff Party 2026" on Wednesday, July 1, 2026, from 6:00 p.m. to 10:00 p.m. on Duval Street between United Street and South Street.