



MEMORANDUM

Date: August 6, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Kelli Funkhouser
Special Events Manager

Subject: **{File 25-4167} Recommendation to Approve Key West Half Marathon, LLC to conduct the "28th Annual Key West Half Marathon and RunFest" on Friday, January 16, 2026, to Sunday, January 18, 2026. Requesting a Noise Exemption on Sunday, January 18, 2026, and road closure.**

Introduction

The City Manager's Office requests the approval of the "28th Annual Key West Half Marathon & RunFest" with registration taking place Friday, January 16, 2026, from 2:00 p.m. to 7:00 p.m. at 231 Margaret Street, a 5K and 10K race on Saturday, January 17, 2026, starting at 7:00 a.m. and 8:15 a.m. from Higgs Beach and the Half Marathon and 8K on Sunday, January 18, 2026, starting at 7:00 a.m. and 7:30 a.m. from Trumbo Road.

Background

The City Manager's Office has received an application from Key West Half Marathon, LLC for the "28th Annual Half Marathon and Runfest" on Friday, January 16, 2026, to Sunday, January 18, 2026. This event is a fundraiser for the Key West Sunrise Rotary Club that provides scholarships to Key West High School seniors as well as other organizations. The event is expecting approximately four thousand participants from all over the world during the event. On Friday, January 16, 2026, there will be a Runner's Expo, Registration & Packet Pick-up for all events from 2:00 p.m. to 7:00 p.m. (set up to begin at 12:00 p.m.) at Half Shell Raw Bar, 231 Margaret Street. On Saturday, January 17, 2026, set up will begin at 5:30 a.m., from 6:00 a.m. to 6:45 a.m. there will be a special race packet pick up for the 5K and 10K only, the 5K run begins at 7:00 a.m. and the 10K begins at 8:15 a.m. at Higgs Beach. The Runner's Expo, Registration and Packet Pick up for the Half Marathon is from 12:00 p.m. to 6:00 p.m. at Half Shell Raw Bar. Sunday, January 18, 2026, set up begins at 5:30 a.m. The Half Marathon starts at 7:00 a.m. and the 8K begins at 7:30 a.m. at Trumbo Road & Grinnell Street and the awards party is from 9:00 a.m. to 12:00 p.m. at Half Shell Raw Bar. Due to having announcements at the start of the race and amplified noise, a noise exemption is requested. Per Ordinance 6-86, property owners within a 100-foot radius will be mailed notice and notice of the City Commission's proposed action on a Noise Exemption will be published. 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 "28th Annual Key West Half Marathon & RunFest" with registration taking place Friday, January 16, 2026, from 2:00 p.m. to 7:00 p.m. at 231 Margaret Street, a 5K and 10K race on Saturday, January 17, 2026, starting at 7:00 a.m. and 8:15 a.m. from Higgs Beach and the Half Marathon and 8K on Sunday, January 18, 2026, starting at 7:00 a.m. and 7:30 a.m. from Trumbo Road.