

Executive Summary



To: Patti McLauchlin, City Manager

From: Maria Ratcliff, Special Events Administrator

Date: December 15, 2022

RE: Recommendation to Approve the “Key West Craft Show for January 29th & 30th, 2022

Action:

Respectfully request the City Commission approve “The Annual Key West Craft Show on January 29th and 30th, 2022 at the Key West Truman Waterfront Quay Wall”

Background:

The City Manager’s Office has received an application from “ The Key West Art Center for their Annual “Key West Craft Show”. The Applicant has agreed to abide by all City Codes and Ordinances. It was advised that the approval may be revoked by the Commission or the City Manager, due to exigent circumstances such as the resurgence of COVID-19 in the Community.

Financial Impact:

There will be no additional expenses to the City as all services costs (Police/Fire/Community Services) are covered by the applicant, based on the Special Event Fee Matrix.

Recommendation:

Request the City Commission approve the “Annul Key West Craft Show at the Key West Truman Waterfront Quay Wall on Saturday, January 29, 2022 and Sunday, January 30, 2022.”