



## MEMORANDUM

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Date: June 8, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress   
City Manager

From: Maria Ratcliff  
Special Event Administrator

Subject: **Recommendation to Approve “Integrity Multisport, Inc.” to conduct their annual “Key West Triathlon” on Sunday, December 10, 2023, out of the College of the Florida Keys and onto US1 and back from 4:00 a.m. to Noon**

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### Introduction

The City Manager’s Office recommends approval of the Key West Triathlon on Sunday, December 10, 2023, at the College of the Florida Keys from 4:00 a.m. to noon. This event is only using College Road on City Limits.

### Background

The City Manager’s Office has received an application from “Integrity Multisport, Inc.” for the annual Key West Triathlon in October, 2023. Historically, this event is held throughout the City of Key West, however, the Florida Department of Transportation is working on South Roosevelt Boulevard which makes it a challenge to use that road. Since we are limited for space in the City of Key West, they have decided to use Florida Keys College for their event, using only a small portion of city right of way. They will hold the swim part at the College, bike and run on the sidewalk going to US 1 and returning to the CFK. College Road will remain open and operate as normal. This event will then go east on US 1 and return to the College of the Florida Keys. 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 requests the City Commission approve the resolution for the "Key West Triathlon out of College of the Florida Keys to be held on Sunday, December 10, 2023, starting at 4:00 a.m. and ending at Noon.