



MEMORANDUM

Date: July 13, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager

From: Maria Ratcliff
Special Event Administrator

Subject: **Recommendation to Approve “Southernmost Buoy 40th Birthday Celebration” at the Truman Waterfront Green Field next to the Splash Pad – Sunday, September 10, 2023, from 4:00 p.m. to 9:00 p.m.**

Introduction

The City Manager’s Office requests the approval of the “Southernmost Buoy 40th Birthday Celebration” on Sunday, September 10, 2023, from 4:00 p.m. to 9:00 p.m. at the Truman Waterfront Green Fields next to the Splash Pad.

Background

The City Manager’s Office has received an application from “Chef Distilled, LLC” for the Southernmost Buoy 40th Birthday Celebration at the Truman Waterfront Green Fields next to the Splash Pad on Sunday, September 10, 2023, from 4:00 p.m. to 9:00 p.m. This event is a fundraiser for Samuel’s House – a non-profit providing emergency housing and essential services to women, children, and intact families in Monroe County. The first-time event will be a celebratory street party for the Southernmost Buoy featuring vendors, performances, speeches, photo ops and a DJ. There will be a small booth for the DJ. The event is expecting approximately two thousand visitors during the event. 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 "Southernmost Buoy 40th Birthday Celebration" on Sunday, September 10, 2023, at the Truman Waterfront Green Fields next to the Splash Pad from 4:00 p.m. to 9:00 p.m.