



## MEMORANDUM

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Date: January 7, 2025

To: Honorable Mayor and Commissioners

Via: Todd Stoughton  
Interim City Manager

From: Kelli Funkhouser  
Special Events Manager

Subject: **FILE ID: 25-3226 Recommendation to Approve the “Roots on the Rock/Big Game Tailgate and Watch Party” on February 8, 2025, from 12:00 p.m. to 10:00 p.m. and February 9, 2025, from 12:00 p.m. to 11:59 p.m. at South Beach and Duval Street Pocket Park.**

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### **Introduction**

The City Manager’s Office requests the approval of the “Roots on the Rock/Big Game Tailgate and Watch Party” on Saturday, February 8, 2025 & Sunday, February 9, 2025.

### **Background**

The City Manager’s Office has received an application from “Southernmost Beach Resort/Southernmost Beach Cafe” for the “Roots on the Rock/Big Game Tailgate and Watch Party” on Saturday, February 8, 2025, from 12:00 p.m. to 10:00 p.m. and Sunday, February 9, 2025, from 12:00 p.m. to 11:59 p.m. to authorize the sale and consumption of alcoholic beverages. There are 3 separate events with this application. A 1-day vendor marketplace with local vendors will take place in the Duval Street Pocket Park on Saturday, February 8, 2025, from 12:00 p.m. to 6:00 p.m. On Saturday, February 8, 2025, there will be a 5-band concert on South Beach from 3:00 p.m. to 10:00 p.m. The event is free and open to the public with an optional \$20 donation for entry, with a portion of proceeds to benefit S.O.S. Foundation of Monroe County. On Sunday, February 9, 2025, there will be a Big Game Tailgate and Watch Party on South Beach. Per the Lease Agreement for South Beach, the tenant is allowed five (5) special events per year on the beach. 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. The applicant will pay the City of Key West the Local Private Small Event Fee of \$275 based on the Special Event Matrix.

**Recommendation**

The City Manager’s Office recommends the Mayor & City Commission approve the “Roots on the Rock/Big Game Tailgate and Watch Party” on Saturday, February 8, 2025, from 12:00 p.m. to 10:00 p.m. and on Sunday, February 9, 2025, from 12:00 p.m. to 11:59 p.m. at South Beach and the Duval Street Pocket Park.