

# Executive Summary



**To:** Patti McLauchlin, City Manager

**From:** Maria Ratcliff, Special Events Administrator

**Date:** March 13, 2023

**RE:** Recommendation to Approve the “Navy League of the United States, Key West, Council, Inc.” “USS Lenah Higbee Commissioning Crew Concert” on Wednesday, May 10, 2023, from 5:00 p.m. to 10:00 p.m.

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## **Action:**

Respectfully request the city approve the “Navy League of the United States, Key West Council, Inc. for the USS Lenah Higbee Commissioning Crew Concert on Wednesday, May 10, 2023, from 5:00 p.m. to 10:00 p.m. at the Key West Truman Waterfront Coffee Butler Amphitheater.

## **Background:**

The City Manager’s Office has received an application from “the Navy League of the United States, Key West Council, Inc” for the USS Lenah Higbee commissioning crew concert on Wednesday, May 10, 2023, from 5:00 p.m. to 10:00 p.m. Applicant has agreed to abide by City Codes and Ordinances, including providing insurance.

## **Financial Impact:**

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 Fee Matrix.

## **Recommendation:**

Request the City Commission approve the “USS Lenah Higbee Commissioning crew concert on Wednesday, May 10, 2023, from 5:00 p.m. to 10:00 p.m.