



MEMORANDUM

Date: June 4, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Kelli Funkhouser
Special Events Manager

Subject: **{File 25-3896} Recommendation to Approve the “Key Lime Festival Kick Off Party” on Wednesday, July 2, 2025, on Duval Street between United Street and South Street**

Introduction

The City Manager’s Office requests the approval of the “Key Lime Festival Kick Off Party” on Wednesday, July 2, 2025, from 5:00 p.m. to 10:00 p.m. Set-up will begin at 12:00 p.m., the event hours are from 5:00 p.m. to 8:00 p.m. and will be broken down by 10:00 p.m.

Background

The City Manager’s Office has received an application from Southernmost Beach Resort for the Key Lime Festival Kick Off Party on Wednesday, July 2, 2025, on Duval Street between United Street and South Street. The event will include music, Key Lime Spirit Contest (Empress or Emperor of Key Lime Spirit) and food and beverages served from the Southernmost Beach Resort and the Avalon Guesthouse Parlor Bar. The event will take place in front of the Avalon Guesthouse at 1317 Duval Street and the Key West Butterfly and Nature Conservatory at 1316 Duval Street. The event is open to the public to kick off the Key Lime Festival 2025.

Due to having amplified, live music, a noise exemption is requested. Notice of the City Commission’s proposed action on a Noise Exemption was published in the 5/22/25 edition of The Citizen and on KeysNews.com. Property owners within a 100-foot radius were mailed notice.

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 “Key Lime Festival Kick Off Party” on Wednesday, July 2, 2025, at 1405 Duval Street, South Beach.