




MEMORANDUM

Date: September 14, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager 

From: Maria Ratcliff
Special Event Administrator

Subject: **Recommendation to Approve the “Florida Keys Seafood Festival on January 13, 2024, from 11:00 a.m. to 8:00 p.m. and January 14, 2024, from 11:00 a.m. to 5:00 p.m. at Bayview Park.**

Introduction

The City Manager’s Office requests the approval of the “Monroe County Commercial Fishermen, Inc. – Florida Key’s Seafood Festival” on Saturday, January 13, 2024 & Sunday, January 14, 2024.

Background

The City Manager’s Office has received an application from “the Monroe County Commercial Fishermen, Inc.” for the Florida Keys Seafood Festival on Saturday, January 13, 2024, from 11:00 a.m. to 8:00 p.m. This event takes place every year at Bayview Park as a fundraiser for scholarships. The funds are also used to participate in both state and federal fisheries management meetings applicable to both the Gulf of Mexico and South Atlantic. Scholarships are given out to graduating seniors in the Florida Keys. Historically, there have been approximately nine thousand attendees. 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 "Florida Keys Seafood Festival" on Saturday, January 13, 2024, from 11:00 a.m. to 8:00 p.m. and on Sunday, January 14, 2024, from 11:00 a.m. to 5:00 p.m. at Bayview Park.