



MEMORANDUM

Date: June 4, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Kelli Funkhouser
Special Events Manager

Subject: **{FILE ID: 25-3743} Recommendation to Approve "Florida Keys Society for the Prevention of Cruelty to Animals - Royal Coronation for Fantasy Fest" on Friday, October 17, 2025, from 6:00 p.m. to 9:00 p.m. at the Truman Waterfront Coffee Butler Amphitheater**

Introduction

The City Manager's Office requests the approval of the "Florida Keys SPCA - Royal Coronation for Fantasy Fest" on Friday, October 17, 2024, from 6:00 p.m. to 9:00 p.m. at the Truman Waterfront Coffee Butler Amphitheater.

Background

The City Manager's Office has received an application from the "Florida Keys SPCA" for the Royal Coronation of the King and Queen of Fantasy Fest at the Truman Waterfront Coffee Butler Amphitheater on Friday, October 17, 2025, from 6:00 p.m. to 9:00 p.m. This is the annual event to kick off the Fantasy Fest Festivities. The event consists of on-stage performances, seated dinner and fundraising for the Florida Keys SPCA. At the conclusion of the event, the King and Queen of Fantasy Fest 2025 will be crowned. Historically, there has been approximately five hundred people in attendance. There will be no cooking and no generators during the event as this is a catered 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. The applicant will pay the \$500 Amphitheater rental fee.

Recommendation

The City Manager's Office recommends the Mayor & City Commission approve the "Florida Keys SPCA - Royal Coronation for Fantasy Fest" on Friday, October 17, 2024, from 6:00 p.m. to 9:00 p.m.