



MEMORANDUM

Date: October 9, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Kelli Funkhouser
Special Events Manager

Subject: **[File 25-4450] Recommendation to Approve the “Run for Paradise” on Saturday, January 3, 2026, from 8:00 a.m. to 10:00 a.m. (setup at 6:00 a.m.) starting at Higgs Beach and ending at White Street Pier**

Introduction

The City Manager’s Office requests the approval of the “Run for Paradise” on Saturday, January 3, 2026, starting at 8:00 a.m. and ending at 10:00 a.m. (setup at 6:00 a.m.) starting at Higgs Beach, running out South Roosevelt and back to White Street Pier.

Background

The City Manager’s Office has received an application from “Key West Track & Field Club” for the “Run for Paradise” on Saturday, January 3, 2026. In conjunction with Pole Vault in Paradise being held on Higgs Beach (Monroe County Park and Beaches), the event will be a 5K run/walk on the path from Higgs Beach, out 1.6 miles turning around on South Roosevelt and back to finish at White Street Pier. The runners/walkers will have 90 minutes to complete the course. Packet pickup and after events are being held on Higgs Beach under the event permit with the County. Proceeds will benefit the Key West Track & Field Club to support student athletes at Key West High School. 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 “Run for Paradise” on Saturday, January 3, 2026, from 8:00 a.m. to 10:00 a.m. (setup at 6:00 a.m.)