<u>City of Key West</u> <u>Special Event Permit Application</u>

For assistance in filling out this application, please contact the City at (305) 809-3881 or via email: event_request@cityofkeywest-fl.gov

Event Name: Mile 0 Fest Key West- Duval S	Street Kick Off Party
Location: 500 Greene Street	
Date(s): January 27th, 2026 TULSday	Hours of Operation: 5pm-10pm
Date(s): January 27th, 2026 TULSday Break Down Date: January 27th, 2026	Number of Expected Attendees: 3,000
Is the Event open to the Public? Yes	No Strup bam
Description: Provide a narrative description of the below. If this event has multiple sub events, spec	e full scope of your event with as much detail as possible in the box ify date and time range of each.
planned for January 27th, 2026. As in previo Greene & Duval) and have a free-to-the-public Organizer has planned and executed this patrash/recycling plans are in place for a safe a at 6am to allow for stage and production sets KWPD, KWFD, City Services, etc., will be involved and event event to the production of the	ral Mile 0 Fest Key West with a Duval Street Kick-Off Party us years, the festival will set up at 500 Greene Street (center of lic concert. Music starts at 5pm and ends by the 10pm curfew. rty before and the organizational plan, layout, safety, and and clean event. Street shutdowns (see map layout) will happen up to begin. All applicable services from the City, including volved and in-the-know at every step, and promoters are sure it'll
EVENT ORGANIZER INFORMATION OhWook! P	Productions Inc
Company or Organization Name OhWook! P	Toucions, mc.
Name Kyle Carter	Phone number <u>405-513-1059</u>
Mailing Address 1007 Truman Ave Suite B	
City Key West State FL Zip 33040	Email kyle@mile0fest.com
Tax ID / EIN#	
SECONDARY CONTACT INFORMATION	
Name Art Singley	Phone number <u>(407)</u> 625-4785
Company or Organization Name The Art of S	ound
Email art.singley@theartofsoundkw.com	
SPECIAL APPROVAL REQUIREMENTS (IF A	PPLICABLE)
Noise Exemption Required: Yes 🗹 Comple	te Supplement A No
Non-Profit Applicant or Benefit: Yes 🔳 Cor	nplete Supplement B No 🔲
Resolution and must hire an extra-duty police office	Needs City Commission Approval Rages on City property must have approval by the City Commission through r(s) for crowd control and safety as determined by the Key West Police

INITIALS REQUIRED

Event Name: Mile 0 Fest Key West- Duval Street Kick Off Party Event Date: January 27th 2026

Application Form: All Applicant(s) must fill out the City of Key West (City) application form
provided to you by the Office of the City Manager. All applications are subject to approval at the
discretion of the City Manager and/or City Commission and must in the Office of the City
Manager 60 days prior to the event.

Applicant Printed Name: Kyle Carter Signature: Kyle M Carter

2. **Liability Insurance:** Applicant(s) will be required to maintain the following types and amounts of insurance during the Special Event. All insurance coverages must be provided by insurance companies authorized to transact business within the State of Florida and must maintain an A.M. Best rating of A- or better.

Commercial General Liability with minimum limits of \$1,000,000 Business Automobile Liability with minimum limits of \$1,000,000 Statutory Workers' Compensation Coverage Employers Liability with minimum limits:

- \$1,000,000 injury by accident
- \$1,000,000 injury by disease
- \$1,000,000 Policy Limits Each Employee

If alcohol beverages will be sold at the event or if the event's attendees will be required to pay an admittance fee and alcoholic beverages will be served, the permittee will be required to maintain Full Liquor Liability coverage with minimum limits to \$1,000,000. Host Liquor Liability coverage will not be acceptable. If the permittee will use the services of a caterer and the caterer will be providing and servicing the alcoholic beverages, the City will honor evidence from the caterer that this requirement is being met.

The City of Key West shall be named as an "Additional Insured" on the permittees commercial general liability policy.

Applicant Printed Name: Kyle Carter Signature: Kyle M Carter

3. Indemnification: The applicant shall indemnify and hold the City to harmless from all losses, claims, damages, liabilities, and expenses which maybe incurred by the City or which may be claimed against the City by any person, firm to the person or property f any person, firm, corporation, or entity which are consequent or arise from the activities of the permit holder activities or which damages/injuries are consequent or arise from permit holders failure to comply with all applicable laws, statutes, ordinances and regulations.

Applicant Printed Name: Kyle Carter Signature: Kyle M Carter

4.	ADA: All special events are required to comply with the Federal Americans with Disabilities Act which requires access to all areas in services provided by the special events. Organizers must ensure that all aspects of their event meet the requirements.
	Applicant Printed Name:Signature:Signature:
5.	Notifying: Notice of the city commission's proposed action on an application for a special event permit shall be mailed prior to the meeting at which the matter is to be considered to all property owners and occupants of property located within a 100-foot radius of the proposed special event. Notice of such proposed action also shall be published in a newspaper of general circulation in the city at least five days prior to the date of the city commission decision. The notice shall identify a contact person and phone number for complaints. The applicant shall pay for the newspaper advertisement.
	Applicant Printed Name:Signature:Signature:
6.	City Services Pricing: The organizer or sponsor of any special event which requires the provision of additional extraordinary support services by police, fire, and administration or other city department shall pay to the city the cost of such services. A nonrefundable down payment of 10% of all cost, as estimated by the city manager, shall be made to the city either by certified check or credit card at least 10 days prior to the special event.
	Applicant Printed Name: Kyle Carter Signature: Kyle M Carter
7.	Payment Terms: The City Manager is authorized to provide reasonable terms for time and manner of payment. If the event sponsor fails to pay the full costs at the time determined by the City Manager, or if no such deadline is established, then within 30 days after the event the City may impose an interest charge on the amount due at the rate of one and one-half percent (1.5%) per month.
	Applicant Printed Name:Signature:Signature:

Event Screening Questionnaire

Event Name: Mile 0 Fest Key West- Duval Street Kick Off Par	ty Event Date: January 27th 2	.026
The following questions will determine the correct application permit or license may be revoked if there has been misreprese to the nature and location of the activity. If you answer "Yes" to must be submitted with this application.	ntation in the permit or license application with	h respect
VENDOR SALES		
Will ANY alcoholic beverage be sold or served?	Yes Needs City Commission Approval	No 🔳
2. Will ANY food be prepared or served?	Yes Complete Supplement C	No 🔳
SAFETY IF YES,	COMPLETE REQUIRED FORMS	
3. Will your event involve ANY of the following?	Yes Complete Supplement C	No 🗸
Cooking Onsite, Compressed Gases or Flammable Liquid (used or stored), Fog Machine/Smoke Machine/Bubble Machine, Generators, Open Flame (fire juggling, bonfire, etc.) Pyrotechnics/Special		
Effects, Lasers, Confetti, Vehicle or Motorcycles		
4. Will your event involve ANY of the following tents or structures?	Yes ✓ Complete Supplement D	No 🗌
Tents, Booths, Canopies or Podiums, Viewing Stands		
and Bracing, Stages, Risers or Air Support Structures		
CTREETS O CIDENALIZE	COMPLETE DEGLUDED CODIA	
	ES, COMPLETE REQUIRED FORMS	ليهجب
5. Will your event require a stationary street closure (Block Party, etc.) or block the sidewalk?	Yes Complete Supplement E	No [
6. Will your event require a moving street closure (e.g. Race, Bike Rally, Parade)?	Yes Complete Supplement E	No 🔳
7. Will your event require parking restrictions (i.e. clearing cars for the parade)?	Yes Complete Supplement E	No 🔳
CITY PROPERTY IF YES	5, COMPLETE REQUIRED FORMS	
8. Will your event take place in a City-owned Park,	Yes Complete Supplement F	No
Will Recreation Center, or Truman Waterfront?		х
The applicant does acknowledge and hereby affirms that any and all in accurate to the best of their knowledge. The applicant(s)/permittee againdemnify and hold the City of Key West harmless from and against all injury to any person or damages to any property of the parties hereto whatsoever or in any way connected with the holding of said event or event and its operation irrespective of negligence, actual or claimed, up By checking "I agree", you agree and acknowledge you same force as a handwritten signature.	grees to assume full responsibility and liability for an I liability, claims for damages, and suits for or by rea or of the third persons for any and all cause or cause any act or omission or thing in any manner related to pon the part of the City their agents or employees.	nd ason for an es o said

In accordance with the Special Events Application a Required - Waste/Recycling Plan waste/recycling plan is required. **Event Name: Event Date:** WASTE/RECYCLING POINT OF CONTACT Name Kyle Carter Phone Number (405) 513-1059 Number of people dedicated to recycling 3 Email kyle@mile0fest.com There are three components of waste and recycling at an event: Containers/Handling/Disposal Containers - the receptacles needed in the event area. Options: (check one) 1-Community Services (CS) provides waste/recycling services and invoices Event accordingly. Event will provide a layout of the event location and estimated number of attendees. CS will use that information to determine the number of containers and CS staff needed for set up and support during the event. 2-Dumpster rental: Event will set up a temporary commercial account with Waste Management. Dumpsters can be used in conjunction with CS services- billed separately. 3-Event partners with a business that has containers and an active waste account. Requires approval Handling -placement of containers, emptying during event, clean up after event (check one) 1-Community Services provides waste/recycling service and invoices Event accordingly. Disposal-transportation of collected waste materials from the event to the City Transfer Station (check one) 1-Community Services provides services and invoices Event accordingly. 2-Larger events using dumpsters must set up a temporary commercial account with Waste Management (WM) to rent dumpsters. Once filled, WM removes the dumpsters and hauls waste to the transfer station. Event pays all costs associated with the temporary account with WM 3-Parthering with a business. Business must have current Waste Management (WM) account and use regularly scheduled services. Partner business must sign off and accept responsibility for all waste and agree to any overage fees on their monthly invoice. Must be approved. The City of Key West is committed to increasing the collection of recyclable materials. As the Event Organizer, it is your responsibility to inform your vendors of your waste/recycling plan to insure they are participating. **INITIALS REQUIRED** NON- ACCEPTABLE WASTE: No Plastic Bags, plastic cutlery, plastic straws, plastic KC cups, or polystyrene are allowed at events. ACCEPTABLE RECYCLABLES: The primary items will be Aluminum Cans, Plastic KC Bottles, Cardboard, and Glass Bottles. You must submit your waste/recycling plan at least 30 days prior to the event.

NOTE: Any waste not properly handled by the Event will lead the City to withhold all

1200 White St. Key West Fl. 220/01/2019800-2881

or a portion of deposit

KC

Questions/Concerns Waste and Ron arth Recycling and Ron and

Required – Event Transportation Planning

Event Name:	Mile 0 Fest Key West- Duval Street Kick Off Party	Event Date:	January 27th 2026
		_	

NITIALSRE	OUIRED	
КС	Communications: Every event is required to transportation that will reduce vehicle traffic	. These actions include:
	 Website(s) 	3. Ticketholders
	2. Email	4. Social Media
KC	congestions and parking issues. Your event	explore opportunities to help minimize traffic will be more successful by encouraging alternate natives. Check opportunities you will explore.
	X Encourage Walking	Partner with Transit System/Buses
	X Encourage Biking	X Partner with Transit Friendly Hotels
	Providing Bike Security with Valet	Partner with Restaurants/Bars
	Include Ride Service with VIP Passes	Partner with Rideshare/Taxi Companies
	Provide Pre-Sale parking only	Implement Shuttles
	Premium parking prices	Other:

If Event Organizers or Vendors desire to utilize metered parking spaces or lots, payment will need to be made to the City. The following fees apply for events that wish to use or reserve parking areas. All existing parking ordinances apply to special events.

Parking Type	Fees and Rules*	No. of Parking Spots Requested	No. of Days Needed	Total Parking Cost
Residential Permit Spaces	Not allowed			
Unmetered Street Parking	No Cost			
Park N Ride Garage	\$40/day			
Metered Street Parking	\$20/day			
Truman Waterfront Park	\$20/day			
Smathers Beach	\$20/day			
Angela Firehouse Parking Lot	\$20/day			
Simonton Beach Parking Lot	\$20/day			
Ferry Terminal Parking Lot	\$20/day			
Historic Bight Parking Lots	\$40/day			
Mallory Square Parking Lot	\$48/day			

Total Parking Cost shall be calculated using this table and accounted for in the Event Fee Schedule. For more information, contact John Wilkins, Parking Director at (305) 809-3855.

Required: Event Site Map / Layout

Event Name: Mile 0 Fest Key West- Duval Street Kick Off Party Event Date: January 27th 2026

Using the legend below, please illustrate your event to the best of your ability.

If it is a single site event only one site layout is needed. If the event includes multiple streets, a second map showing the Impacted Streets for the entire area is needed.

INITIALS REQUIRED

KC Attach Site Map Layout KC Attach Impacted Streets Map

Event Site Map Layout Legend:

- A. Food/Bev. Vendor Tents*
- B. Merchandise Vendor Tents*
- C. Seating Tents*
- D. Toilets **
- E. Amplified Music

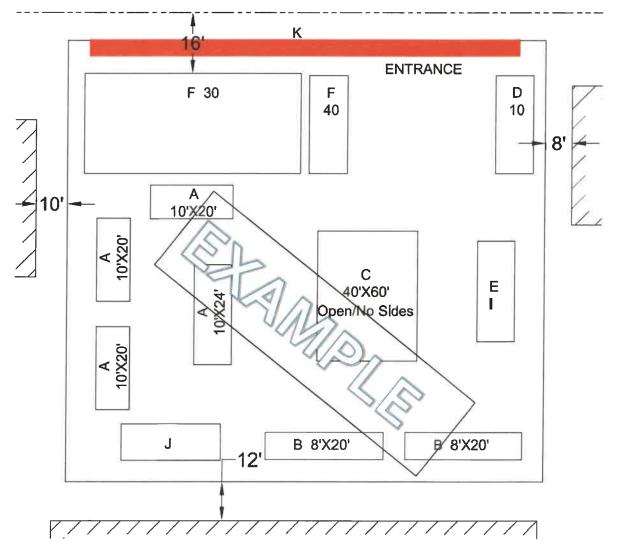
- F. Car Parking**
- G. Bike Parking**
- H. Roads Closed
- I. Stage Area
- J. Bounce House

- K. Podiums
- L. Fire Lane (RED LINE)
- M. Label Street(s)
- N. Other:
- O. Other:

* Indicate Tent sizes

** Indicate Quantity

Maple Street



Supplement A - Noise

Event Name: Mile 0 Fest Key West- Duval Street Kick O	ff Party	Event Date:	January 27th 2026
Excerpt from City Code Sec. 26-192 Unreasonably exce	ssive noise pro	hibited.	
Noise limitations - Within a core commercial district as de levels permitted on any property located therein shall be d	-	rticle, the maxin	าบm dBA and dBC soun
The average measurement taken between ten (10) and tw maximum levels set out below. The measurement shall be ease boundary in the case of property which has been sub generating property at a location that is closest to the cor	e taken from t bdivided by th	the sound source be execution of in	property line, or individ
a. Eighty-five (85) dBA or ninety-four (94) dBC be Seventy-five (75) dBA or eighty-four (84) dBC betv			
n any residential or commercial district as defined in this inreasonable noise made at or within 100 feet of the prop be made at the location of the complaint. The investigation excessive noise, unless in his judgment a warning is sufficion total of one warning per offending person or establishm	perty line of th ng officer shal ient to cease t	e sound source. l issue a citation	The decibel reading sha for unreasonably
vents that expect to exceed decibel levels set for their commission. Noise Exemptions cannot be issued for the exemption approval.	he same loca	<u>tion within 6o d</u>	ays of the last noise
escribe the Potential Noise Sources: Typical soundched	k and music fro	om Duval Street s	tage
you wish to apply for a Noise Exemption? Yes] Need City C	Commission App	roval No 🗌
1. Applicant(s) has reviewed the City Code regeneration from the noise control ordinance Applications for noise exemptions must be	ce requires ap	proval from the	City Commission.
2. The processing fee for the application is \$9 fee in the Special Event Fee Schedule.	3.88, due upo	on submission of	application. Include t
3. Notice of the City Commission's proposed a newspaper of general circulation at least five as well as mailed to all property owners and proposed event. The applicant is required to	ve days prior t d occupants lo	o the date of the	e Commission meeting loo-foot radius of the

For more information on Noise and Noise Exemptions, consult the Special Event Guide and read the <u>City Code Section 26-192</u>

same force as a handwritten signature.

${\bf Supplement\,B-Non-Profit\,Verification}$

Event Nam	ne: Mile 0 Fest Key W	est– Duval Street Kick (Off Party	Event Date:	January 27th 2026
Non-Profit (Organization Name _	KEY WEST CIVIC A	SSOCIATION		
Tax ID/EIN #	85-1646627	Repre	sentative Judy	Burrell	
Purpose of (Organization Preser	e the culture, diversit	y & livelihood of	Key West & its	citizens
Phone (305) 393-2164	Email _	judyburrell56@g	gmail.com	
How will the	nonprofit proceeds/	donations, after payn	nents of direct n	ecessary exper	ises be used?
All proceeds	s will be paid by chec	k directly to the Key V	Vest Civic Assoc	ciation	
INITIALS	EQUIRED	A 24 (1977)			
<u>KC</u> 1.	Ordinances may be tax-exempt Non-prowaiver by such Ever	ofit organization acco	Organizer or Sp rding to State or or organization :	onsor organiza r Federal law. <i>A</i> shall render the	tion which qualifies as a
KC 2.		ent B must be reviewe nor Submission of thi		•	waivers to be granted. I be granted.
KC 3.	to the City Commiss	Vithin 30 days of the e sion a letter from the N etary donation receive	Non-profit Orga	nization receivi	panizer agrees to submit ing the waiver stating
<u>KC</u> 4.	organization will en	-	fit organization	receiving the w	nizer or Sponsor vaiver submits to the City rated during the event.
SIGNATUR	E AND ATTACHMEN	IT REQUIRED			
educational, exemption st described and	charitable, fraternal, catus with the Internal	Revenue Service; that from the event, after	n under the laws the organization	s of the State of n is the actual sp	Florida or with proper tax consor of the event
and belief. I a		any organizations who			e best of my knowledge nall be subjected to civil
Provide a cop	y of your organizatio	n letter issued by the I.	R.S. or Secretary	y of State verify	ing tax exempt status.
X By chee	cking "I agree", you a	agree and acknowledg	ge your electror	nic signature is	valid and bonding in the

Date 11/10/25

Supplement C - Food & Safety

Event Name: Mile 0 Fest Key West- Duval Street Kick Off Party Event Date: January 27th 2026

This section will be reviewed by the Key West Fire and Police Departments to determine what safety checks and security needs may be required at the Special Event. The Fee Schedule may be revised based on requirements that may be deemed necessary.

Please contact the following City representatives before completing your application:

Fire Department and EMS – Chief Alan Averette (305) 809-3938 Police Department – LT Joseph Tripp (305) 809-1027

More information on Safety requirements can be found in the Special Event Guide.

EVE	NT ACTIVITIES - Check all that ap	ply to the Special Event	
Cook	ing:	Electrical Power	<u>Other</u>
	Deep Frying / Open Flame	X Generator	X Road Closure
	Charcoal Grill Gas Grill Food Warming Only Catered Food	110AC / Extension CordsDC Power Structures:	Fog/Smoke MachineBubble MachinePyrotechnicsSpecial Effects
<u>Alcoh</u>	ol To be Served By	X Stages / Risers / Canopies Viewing Stands / Bracing	Open Flame Lasers
	Existing Licensed Establishment Commercial Licensed Vendors Non-profit Licensed Vendors	Seating Air Supported Bounce House Tents Greater than 200 SF	Confetti Vehicle/Motorcycle Dem
INITI	ALS REQUIRED		
KC	approval by the City Commiss crowd control and safety as de	ng to sell/consume alcoholic beverages ion by Resolution and must hire an extr etermined by the Key West Police Depa icense and provide liquor liability insura	a-duty police officer(s) for rtment or City Manager.
KC		, a KWFD Fire Watch must be provided Shall be provided near cooking equipm	•
KC_	_	not interfere with pedestrian moveme how a minimum setback of six (6) feet f	
KC	-	dicate where structures, tents, stages, c so identify distances to the nearest buil seating/chair arrangement.	<u> </u>
KC		ust be disposed of properly. Vendors fo ure of a portion of the Event deposit.	und dumping cooking oil

Supplement D – Tents & Structures

Event Name: Mile 0 Fest Key West- Duvai Street Kick Off Party Event Date: January 27th 2026
This section will be reviewed by the Key West Fire and Police Departments to determine what safety checks and security needs may be required at the Special Event. The Fee Schedule may be revised based on requirements that may be deemed necessary.
Please contact the following City representatives before completing your application:
Fire Department and EMS – Chief Alan Averette (305) 809-3938 Police Department – LT Joseph Tripp (305) 809-1027
Provide copy of Event Site Map/Layout Yes V No
TENTS:
Total Number of Food/Beverage Vendor Tents:
Total Number of Merchandise Vendor Tents:
Total: 2
Tent Supplier Name FOUR STAR RENTAL Contact Number (305) 395-1067
Size & Type of Tents: 10X10 FOH, 10X20 Vending
Size & Type of Tents: 10x10 1 011, 10x20 vending
Provide Certificate of Flame Resistance/Retardant for Tent Fabric. Yes 🔽 No 🗌
Will there be any combustibles or flammable liquids under the tent? Yes 🔲 No 🔳
Will the sides of the tent be used? Yes* No 🗹 *Exit plans must be indicated on Site Map Layout.
STRUCTURES
What structures will be erected? SL100 ROLLING STAGE
Will structures be erected on any part of a street or sidewalk? Yes ✓ No ☐
For each structure, note number of footings, weight and dimensions (L/W/H) below:
STAGE IS SELF-CONTAINED, ROLLING CHASSIS STAGE

Supplement E – Street Closure

Event	Name: Mile 0 Fest Key	West– Duval Street Kick O	ff Party Event Date	: January 27th 2026
STREE	T CLOSURE INFORMA	ATION	handri grayi giçik	AUTRIE VANDE
Street(s	s) to be closed	Greene St	Block/Address Number(s)
Cross-S	treets: between	DLINE	and FRONT STREE	ET
Closure	Date(s)27th	Time	mAM/PM to _	MidnightAM/PM
INITIA	LS REQUIRED			
кс кс кс кс	City street must Organizer proporight-of-way, the revenues or \$100 Organizer must of named Non-profithe Event Organ 2. Consent: The Event of the street closes 3. ADA Restrooms bathroom facilities disability. 4. Insurance: Typic off private proper require insurances 5. Public access: Performer of the street of the street closes of the street c	make an application joint ses a Special Event that we Event Organizer must do o.oo, whichever is greated designate the Non-profit of it organization must provizer. The organizer must have a sure. A template consent of the Whenever the Event Organizer within the public right, whichever is the greater all insurance policies may try and in the City Right-of in the amount of \$1M - lidestrians must be allowed	neighboring businesses signed form can be found in the Spanizer of a Special Event pof-way, at least five percent number, shall be accessible not provide coverage for a f-way. Events taking place ability and \$2M — aggregated access to the closed area	ty street or other public vent Organizer's gross torganization. The Event lication for the event. Each a letter of agreement with an a petition of no objection pecial Events Guide. Provides temporary at of those facilities or one leto persons with physical eccidents that may occur e within City Right-of-Way te.
		es and venicles within the	: close block.	
SIGNA	TURE REQUIRED			HEREIGHT STREET
person a		caused by any activity, co	e City of Key West from all ondition, or event arising o	l cost and damage to any out of temporary use of the
	checking "I agree", you ce as a handwritten sic		your electronic signature 11/10/25	is valid and bonding in the

Supplement F – City Property

Event N	ame:	Mile 0 Fest Key West- Duval Street Kick Off Party Event Date: January 27th 2026
A list of C Event Gu		operties that are available for event use, their amenities and Use Fees are listed in the Special
Which Cit	ty Prop	perty do you wish to use?
Which Ar	ea(s) o	f the City Property do you wish to use?
		required (Water and/or Electricity)? Yes No
INITIALS	SREQU	JIRED THE
KC	1.	. The City makes no guarantees that the requested City Property and Area will be available or the dates requested. Submitting this application acts as a request, not a guarantee.
KC	2	. Events taking place on City Property require insurance in the amount of \$1M – liability and \$2M – aggregate.
KC	3.	Applicants wishing to sell/consume alcoholic beverages on City property must have approva by the City Commission via Resolution and must hire an extra-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager. Event Organizer must first have obtained a <u>liquor license</u> and liquor liability insurance.
KC	4	Prior to use of the requested facility, the applicant must provide a refundable deposit and a nonrefundable payment for use of the City Property, as determined by the Fee Schedule This payment shall be delivered to the City Manager's Office at 1300 White St., Key West, FL 33040 at time of application. All checks shall be made payable to City of Key West.
KC	5.	All utility use must be coordinated through City of Key West. Any modification to utilities to support the activity will be at the sole cost of the Event Organizer and must meet City Codes. Utilities used by the Event Organizer will be charged at current rates or agreed upon method.
KC	6.	Ingress/egress by the Event Organizer shall be coordinated with the City of Key West.
KC	7.	The City property used must be maintained in an orderly and neat condition. City of Key West may request Event Organizer to improve conditions of site within reason if conditions become unacceptable.
KC	8.	No trash may be left on site. Use of City of Key West dumpsters is not authorized unless prior approval is obtained from the City Manager.
KC	9.	No alcoholic beverages/non-prescription drugs or food may be brought onto or sold on Truman Waterfront without prior approval from the City Commission.
KC	10	o. No hazardous material or waste shall be used or stored on the premises without submitting a Hazardous Waste Handling and Spill Plan to the City of Key West

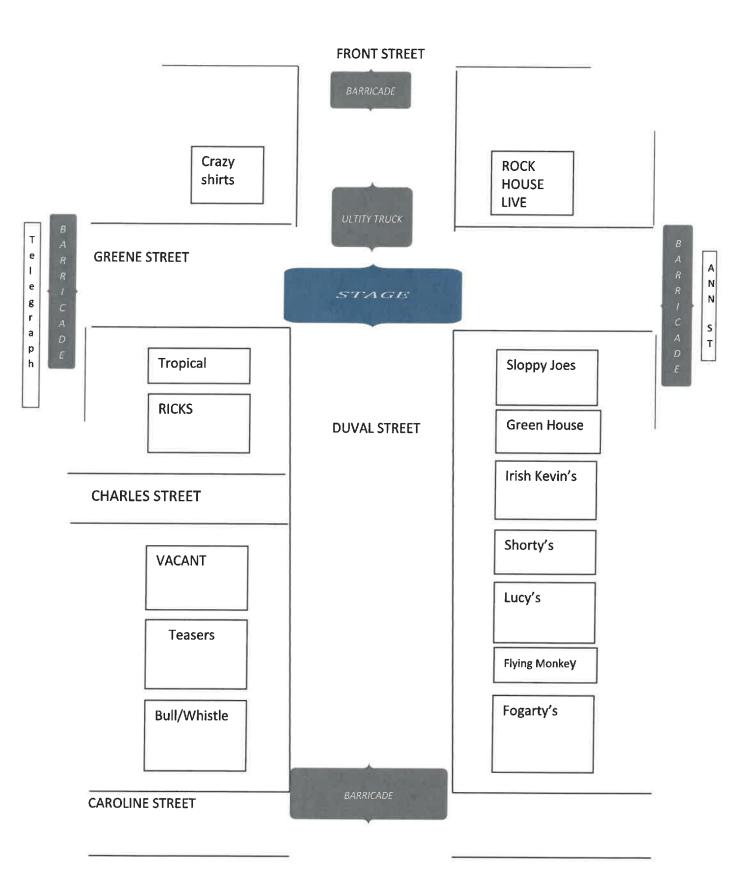
KC	11. Event Organizer is responsible for any and all environmental cleanup, restoration, fees, fines, etc. associated with the activity and shall put in place any and all measures to eliminate environmental contamination to the City Property that may be caused by the Event activity.
KC 	12. All trash (including waste oil) and equipment including portable toilets and trailers shall be removed no later than close of business of the last day of the event. Event Organizer should plan accordingly. City of Key West may impose additional fees for use of City Property

INITIALS REQUIRED for Truman Waterfront Property

beyond usage dates.

For Use of Truman Waterfront, the Event Organizer is subject to the following additional provisions:

KC	13. Event Organizer is responsible for obtaining necessary permits required by any other agencies pertaining to this Special Event such as Federal, State, Local, Coast Guard, Navy, Marine Sanctuary, etc. and is responsible for providing proof of permit prior to entering into an agreement with the City of Key West.
KC KC	14. Event Organizer must take part in pre- and post-activity walk-through inspections with the City of Key West point of contact, or designee.
KC	15. Event Organizer must provide the City of Key West with a detailed schedule for activities.
KC	16. City of Key West personnel shall be always allowed access to the site.
KC	17. Event Organizer shall provide sufficient personnel to ensure proper and safe operation of the activity.
KC	18. Event Organizer may not stay overnight on Truman Waterfront without prior approval from the City of Key West.
KC	19. Any use of NOAA property or seawall must be coordinated with directly with NOAA.
KC	20. Unfettered access to Navy, NOAA and State Park property must be maintained at all time
KC	21. Use of the inner basin for any activities is not authorized.





Department of State / Division of Corporations / Search Records / Search by FEI/EIN Number /

Detail by FEI/EIN Number

Florida Not For Profit Corporation KEY WEST CIVIC ASSOCIATION, INC.

Filing Information

Document Number

N20000006936

FEI/EIN Number

85-1646627

Date Filed

06/25/2020

State

FL

Status

ACTIVE

Last Event

REINSTATEMENT

Event Date Filed

11/28/2022

Principal Address

1007 Truman Ave

KEY WEST, FL 33040

Changed: 11/19/2024

Mailing Address

1007 Truman Ave

KEY WEST, FL 33040

Changed: 11/19/2024

Registered Agent Name & Address

Carter, Kyle M

5575 S. SEMORAN BLVD STE 36

ORLANDO, FL 32822

Name Changed: 11/09/2021

Officer/Director Detail

Name & Address

Title PD

CARTER, KYLE M 1007 Truman Ave KEY WEST, FL 33040

Title TD

Burrell, Judy L, Treasurer 401 Whitehead St KEY WEST, FL 33040

Annual Reports

Report Year	Filed Date
2023	03/23/2023
2024	07/25/2024
2025	03/06/2025

Document Images

03/06/2025 ANNUAL REPORT	View image in PDF format
07/25/2024 ANNUAL REPORT	View image in PDF format
03/23/2023 ANNUAL REPORT	View image in PDF format
11/28/2022 REINSTATEMENT	View image in PDF format
11/09/2021 REINSTATEMENT	View image in PDF format
06/25/2020 Domestic Non-Profit	View image in PDF format

Florida Deservice it of State Decision of Settlerations

Event Name: Mile 0 Fest Key West – Duval Street Kick Off Party Event Date: 1/27/2026

Department	Signature / Restrictions / Conditions
Special Events Manager	Kellí Funkhouser
Code Compliance	
Engineering	Doug Bradshaw
Fire Department	Dereck Berger emailed Conditional Memo
KW DOT	
Parking	
Police Department	JT
Port & Marine Services	Steve McAlearney
Property Management	Rayar
Community Services	Marcus Davila
Utilities	
Risk Management	COI to be approved upon receipt
Other	







THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3933

To: Kyle Carter

From: Lieutenant Dereck Berger

Date: 11/14/2025

Reference: Mile 0 Fest Key West Duval Street Kick Off Party

This office reviewed the special event application for Mile 0 Kick Off Party on Duval. Event to be held on the 200 block of Duval on January 27, 2026, from 5-10pm.

The following conditions apply:

- Road closures need to allow one lane open for emergency vehicle.
- Closing and/or altering of roads and traffic for the event may hinder the response of emergency vehicles.
- Event organizer is responsible for an EMS rescue/ Gator (4) personnel
 \$75.00 an hour per person. They will be present for the entire event
 to monitor all participants of this competitive endurance event.
- Please note that an additional hour will be billed to cover the inspection and setup of equipment for your event.
- Applicant is responsible for reaching out if the event is cancelled or if there are any changes.

If I can be of any further assistance, please contact me.

Dereck Berger

Lieutenant/Inspector

Key West Fire Department 1600 N. Roosevelt Blvd Key West, Fl. 33040 Office 305-809-3917

Dereck.berger@cityofkeywest-fl.gov

Key to the Caribbean - average yearly temperature 77 ° Fahrenheit.

BRUE LSBM MBX