

Executive Summary



To: Patti McLauchlin, City Manager

From: Maria Ratcliff, Special Events Administrator

Date: September 12, 2022

RE: Recommendation to Approve the “Veterans Day Parade”

Action:

Respectfully request the city approve the “Veterans Day Parade 2022” starting at Duval and Julia Street, going down Duval Street and ending on Greene, on Friday, November 11, 2022, at 4:00 p.m. (Set up starting at 2:00 p.m.).

Background:

The City Manager’s Office has received an application from “the Coast Guard Sector Key West.” for their Annual Veterans Day Parade on Friday, November 11, 2022, from 4:00 p.m. ending on Greene Street. Applicant has agreed to abide by City Codes and Ordinances, including providing insurance and was advised that the approval may be revoked by the Commission or the City Manager, due to exigent circumstances such as the resurgence of COVID-19 in the Community.

Financial Impact:

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 Fee Matrix.

Recommendation:

Request the City Commission approve the “Veterans Day Parade” scheduled for Friday, November 11, 2022”.