

Executive Summary



To: Patti McLauchlin, City Manager

From: Maria Ratcliff, Special Events Administrator

Date: February 7, 2022

RE: Recommendation to Approve the Key West "200 Key West Heritage Festival, March 26, 2022"

Action:

Respectfully request the City Commission approve "The Key West 200th Heritage Festival", March 26th, 2022 from 10:00 a.m. to 9:00 p.m." at the Key West Truman Waterfront Park.

Background:

The City Manager's Office has received an application from "Daily Plan-It", for the Key West 200th Heritage Festival at the Key West Truman Waterfront. The Applicant has agreed to abide by all City Codes and Ordinances. It 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 cost (Police/Fire/Community Services) are covered by the applicant, based on the Special Event Fee Matrix.

Recommendation:

Request the City Commission approve the " The Key West 200th Heritage Festival at the Key West Truman Waterfront Park on March 26, 2022."