

# Executive Summary



**To: Patti McLauchlin, Interim City Manager**

**From: Maria Ratcliff, Special Events Administrator**

**Date: July 12, 2022**

**Recommendation to Approve the “25<sup>th</sup> Anniversary of the Key West Half Marathon & 5K”**

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**Action:**

Respectfully request the City Commission approve the “ 25<sup>th</sup> Anniversary of the Key West Half Marathon and 5K on Sunday, January 15, 2023 from 7:00 a.m. for the Half Marathon and 7:30 a.m. for the 5K. at the Half Shell Bar, 231 Margaret St.”

**Background:**

The City Manager’s Office has received an application from the Key West Half Marathon, LLC for their annual event on Sunday, January 15, 2023, with registration on Friday, January 13<sup>th</sup> and 14<sup>th</sup> from 3:00 p.m. to 5:00 p.m. Applicant has agreed to abide by City Codes and Ordinances. The Key West Half Marathon, Inc. 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 “The Annual Key West Half Marathon and 5K”.