

Executive Summary



To: Patti McLauchlin, City Manager

From: Maria Ratcliff, Special Events Administrator

Date: August 25, 2022

RE: Recommendation to Approve “Quepasa KW, Inc. for the Pet Masquerade” at the Key West Truman Waterfront Coffee Butler Amphitheater” October 26, 2022 from 5:00 p.m. to 9:00 p.m.

Action:

Respectfully request the City Commission approve “Quepasa KW, Inc. for the annual Pet Masquerade at the Truman Waterfront Coffee Butler Amphitheater on Wednesday, October 26, 2022 from 5:00 p.m. to 9:00 p.m.

Background:

The City Manager’s Office has received an application from “Quepasa KW, Inc.” for their Annual Pet Masquerade on Wednesday, October 26, 2022, from 5:00 p.m. to 9:00 p.m. at the Truman Waterfront Coffee Butler Amphitheater. This event is a fundraiser for the Lower Keys Friends of Animals. 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 “Quepasa KW, Inc for the Pet Masquerade scheduled for Wednesday, October 26, 2022”.