

Executive Summary



To: Patti McLauchlin, City Manager

From: Maria Ratcliff, Special Events Administrator

Date: March 1, 2023

RE: Recommendation to Approve the “Cornish Memorial AME Zion, Inc.” “1st Annual Jazz in the Keys Festival at the Key West Truman Waterfront Coffee Butler Amphitheater” on Saturday, June 3, 2023 from noon to 10:00 p.m.

Action:

Respectfully request the city approve the “Cornish Memorial AME Zion, Inc. 1st Annual Jazz in the Keys Festival as a fundraiser at the Coffee Butler Amphitheater on Saturday, June 3, 2023, from noon to 10:00 p.m.”

Background:

The City Manager’s Office has received an application from the “Cornish Memorial A.M.E. Zion, Inc.” to conduct the 1st Annual Jazz in the Keys Festival as a fundraiser for the Church on Saturday, June 3, 2023, from noon to 10:00 p.m. The Applicant will work with the City of Key West to make sure they have the right containers for trash & recycling.

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 “Cornish Memorial AME Zion, Inc, 1st Annual Jazz Festival at the Truman Waterfront Coffee Butler Amphitheater on June 3, 2023 from noon to 10:00 p.m.