



## MEMORANDUM

**Date:** May 2, 2023

**To:** Honorable Mayor and Commissioners

**Via:** Albert P. Childress  
City Manager *APC*

**From:** Maria Ratcliff  
Special Events Administrator

**Subject:** Recommendation to Approve "the Sunrise Rotary Foundation of Key West, Inc. for their annual Brewfest 2023" on Monday, September 4, 2023 from 3:00 p.m. to 8:00 p.m. *Saturday me 2 MR*

### Introduction

Respectfully request the city approve "Brewfest 2023 at the Southernmost Beach (1405 Duval Street) on Monday, September 4, 2023, from 3:00 p.m. to 8:00 p.m. *Saturday 2nd MR*

### Background

The City Manager's Office has received an application from "Sunrise Rotary Foundation of Key West, Inc. for Brewfest 2023. The event will be held at the Southernmost Beach located at 1405 Duval Street on Monday, September 4, 2023 from 3:00 p.m. to 8:00 p.m. Applicant has agreed to abide by City Codes and Ordinances, including providing insurance. *Saturday - MR me*

### Procurement

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 Matrix.

### Recommendation

Request the City Commission approve the "Annual Brewfest 2023 on Monday, September 4, 2023, at the Southernmost Beach on Monday, September 4, 2023 from 3:00 p.m. to 8:00 p.m. *Saturday, me*