



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Meeting Agenda Full Detail

### City Commission

*Mayor Danise Henriquez*  
*Vice Mayor Donald "Donie" Lee*  
*Commissioner Lissette Carey*  
*Commissioner Aaron Castillo*  
*Commissioner Monica Haskell*  
*Commissioner Sam Kaufman*  
*Commissioner Greg Veliz*

#### *Charter Officials*

*Brian L. Barroso, City Manager*  
*Mayanne Downs, City Attorney*  
*Keri O'Brien, City Clerk*

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Wednesday, April 1, 2026

9:00 AM

City Hall

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**ADA Assistance:** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number 1-800-955-8771 or for voice 1-800-955-8770 or the ADA Coordinator at 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

**FOR VISUAL PRESENTATIONS:** For City Commission meetings the City Clerk's Office will need a copy of the presentation for the agenda at least 7 days before the meeting.

#### **MORNING SESSION - 9:00 A.M.**

**CALL MEETING TO ORDER**

**ROLL CALL**

**INVOCATION - Reverend Deacon Peter Batty**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA**

**CONSENT AGENDA\***

\*Item is considered to be routine and enacted by one motion with no separate discussion, unless requested by a Commission Member. The City of Key West may take action on any matter during this meeting, including items that are not set forth within this agenda.

**MINUTES**

1 \*March 5, 2026

Attachments: [Minutes](#)

## RESOLUTIONS

2 \*Approving and authorizing the City Manager to execute the attached Agreement between the City of Key West, Florida, and the Conch Republic Independence Celebration, LLC, the Key West Cultural Preservation Society, Inc., Bourbon Street Pub, Inc., Petronia Street Neighborhood Association, Inc., UCC Whale Center, Inc. DBA Flagship Wolf Preservation Society, and the Sister Season Fund, Inc., for the 44th Annual Conch Republic Independence Celebration from April 18, 2026, through April 25, 2026; Pursuant to terms and conditions set forth by the City Manager.

Sponsors: City Manager Barroso

Attachments: [Resolution](#)

[Cover Memo \(Events\)](#)

[Agreement](#)

[Street Fair - Application & Approvals](#)

[Drag Race - Application & Approvals](#)

[Parade on Duval - Application & Approvals](#)

[Great Sea Battle - Application & Approvals](#)

[Bed Races - Application & Approvals](#)

3 \*Authorizing Nichols Scanlon Foundation Inc. DBA Max's Angels to conduct the "Reelin for the Cause Kids Fishing Tournament" on the Edward B. Knight Pier on Saturday, April 25, 2026, from 3:00 P.M. to 8:30 P.M. (setup at 1:00 P.M.); Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.

Sponsors: City Manager Barroso

Attachments: [Resolution](#)

[Cover Memo \(Events\)](#)

[Application & Approvals](#)

- 4 \*Authorizing KW Songwriters LLC to conduct the "Key West Songwriters Festival (30th Anniversary) Free Concert on Duval" on the 200 block of Duval Street and Greene Street between Fitzpatrick and Ann Streets from 6:30 P.M. to 11:00 P.M. on Saturday, May 2, 2026 (setup at 6:00 A.M.); Pursuant to terms and conditions set forth by the City Manager; Authorizing the closure of certain streets or portions thereof for said event; Authorizing the sale and consumption of alcoholic beverages within the enclosed area; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Events\)](#)

[Application & Approvals](#)

- 5 \*Authorizing Just a Few Friends, Key West, LLC to conduct a "Just a Few Friends, Key West Free Concert on Duval" on the 200 block of Duval Street and Greene Street between Fitzpatrick and Ann Streets from 5:00 P.M. to 10:00 P.M. on Friday, September 4, 2026 (setup at 8:00 A.M.); Pursuant to terms and conditions set forth by the City Manager; Authorizing the closure of certain streets or portions thereof for said event; Authorizing the sale and consumption of alcoholic beverages within the enclosed area; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Events\)](#)

[Application & Approvals](#)

- 6                   **Withdrawn:** Authorizing Mile 0 Events to conduct the "Parrots & Margaritas 5K and Flip Flop Mile" beginning and ending in the 200 block of Duval Street, from 8:00 A.M. to 9:30 A.M. (setup starting at 5:00 A.M.) on Saturday, September 5, 2026; Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Events\)](#)

[Application & Approvals](#)

- 7                   \*Authorizing Mile 0 Events to conduct the "Fantasy Fest 5K and 1 Mile Walk" beginning and ending in the 200 block of Duval Street, from 6:00 P.M. to 7:30 P.M. (setup at 4:00 P.M.) on Monday, October 19, 2026; Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Events\)](#)

[Application & Approvals](#)

- 8                   \*Authorizing Integrity Multisport, Inc. to conduct the Key West Triathlon on Sunday, December 13, 2026, from 5:00 A.M. to 1:00 P.M. (setup December 12, 2026 from 9:00 A.M. to 5:00 P.M.), beginning and ending at Higgs Beach; Authorizing the closure of certain streets or portions thereof during the event; Pursuant to terms and conditions set forth by the City Manager.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Events\)](#)

[Application & Approvals](#)

- 9 \*Authorizing Seven Slot Sales, LLC DBA Blinkerfluid Productions to conduct a "Key West Jeep Invasion" at the Truman Waterfront Park 103 Field, Parking Lot, Quay Wall, playground side of boat ramp, and the gravel lot on Friday, March 12, 2027 and Saturday, March 13, 2027, from 10:00 A.M. to 4:00 P.M. (setup Thursday, March 11, 2027) ; Pursuant to terms and conditions set forth by the City Manager.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Events\)](#)

[Application & Approvals](#)

- 10 **Withdrawn by Applicant:** Approving transfer of Mobile Vendor License (MVL) #LIC2019-000268 from Keith Roberts to Sylvia Garcia, due to hardship; Authorizing the City Manager to execute all necessary documents to effectuate the transfer.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(CM\)](#)

[Hardship Transfer Letter](#)

[Acquisition of MVL](#)

[Business Tax Receipt](#)

[Check](#)

[Withdrawal Request](#)

- 11 \*Awarding Request for Qualifications (RFQ) #26-001 to Joe Payne, Inc. (JPI) to provide Chief Building Official and Inspection Services; Authorizing the City Manager, or designee, to negotiate and execute an agreement and other necessary related documents and associated budget transfers/adjustments in accordance with the terms and conditions set forth in RFQ #26-001 and in compliance with all applicable regulations and City standards, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(CBO\)](#)

[Bid Memo](#)

[CBO Evaluation Committee Scoring Matrix](#)

[Sign-In Sheet, Minutes Individual Scoring Sheets](#)

[Bid Documents](#)

[Addendum #1](#)

[JPI Proposal](#)

- 12 \*Approving and accepting the award for FY2025 renewal funding in the amount of \$1,519,564. for the Housing Opportunities for Persons with Aids (HOPWA) Program with the City of Key West, as Grantee, and A.H. of Monroe County, Inc., as "Sponsor"; Authorizing the City Manager to execute the necessary related documents and subsequent budget transfers/amendments, upon consent of the City Attorney; Authorizing the Community Development Office to provide technical assistance and liaison services in connection with the HOPWA Grant to A.H. of Monroe County, Inc. for the administration of said Grant.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(CDO/Growth Management\)](#)

[Award Letter](#)

[Award Agreement](#)

[Renewal Grant Application](#)

- 13                    \*Approving the attached "Administrative Agreement Between the City of Key West, Florida (Grantee) and A.H. of Monroe County, Inc. (Sponsor) Reference: U.S. HUD HOPWA Grant #FL-H250021" outlining the terms of implementation, responsibilities and requirements of the grantee and sponsor for the administration and utilization of renewal grant funding in the amount of \$1,519,564.00 awarded to provide housing opportunities for persons with AIDS and their families; Authorizing the City Manager to execute the Administrative Agreement and other necessary related amendments and budget transfers/adjustments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(CDO/Growth Management\)](#)

[Administrative Agreement](#)

[Sponsor Administrative Agreement](#)

[Award Letter](#)

[Renewal Grant Application](#)

- 14                    \*Approving an amendment to Section G - Advertising and Outreach of the City's Local Housing Assistance Plan to update and clarify the processes necessary for operation of the Local Housing Assistance Plan and housing-related assistance programs created and operated by the City of Key West, Florida; Authorizing the City Manager to execute all necessary documents, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(CDO/Growth Management\)](#)

[Plan Amendment](#)

[Current Plan](#)

- 15                    \*Approval of Change Order No. 1 to William P. Horn, Architect, P.A. in the amount of \$35,000.00 for updated design and specifications in accordance with new building codes for the public buildings located at 620 Palm Avenue, the Waste Transfer Station and the Wastewater Treatment Plant; Authorizing the City Manager to execute any necessary related documents, budget transfers/amendments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Engineering\)](#)

[Change Order 1](#)

[William P. Horn Agreement](#)

[Res 22-236](#)

- 16                    \*Approving Change Order 2 to the Construction Contract with Pedro Falcon Contractors, Inc. in the amount of \$8,392.48 for the Key West Fire Department Boat Lifts Project; Providing for necessary budget transfers or amendments; Authorizing the City Manager to execute any required documents upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Engineering\)](#)

[Change Order 2](#)

[Resolution 24-305 Award of Contract](#)

[Resolution 25-179 CO#1 Approval](#)

[Change Order 1](#)

- 17                    \*Renewing for two years the Traffic Engineering Services Contracts with four (4) firms, originally awarded in Resolution 23-122 in response to Request for Qualifications No. 23-003 for Traffic Engineering Services; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Engineering\)](#)

[Resolution 23-122 Approving Firms](#)

[Caltran Agreement](#)

[CGA Agreement](#)

[Choice Agreement](#)

[GHD Agreement](#)

- 18                    \*Adopting the City of Key West Debt Management Policy, as attached hereto and made a part of this Resolution; Authorizing the City Manager to execute necessary related documents and/or directives and designate appropriate City staff to monitor and ensure effective implementation of the City of Key West Debt Management Policy, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Finance\)](#)

[Debt Management Policy Draft](#)

- 19                    \*Approving the attached "Amendment No. 4 to Agreement No. LPA0246" between the Florida Department of Environmental Protection (FDEP) and the City of Key West to increase funding by \$1,000,000.00 bringing the total funding amount to \$6,844,202.01 and extending the Task End Date to October 31, 2027 and Date of Expiration of Agreement to April 30, 2028 for the construction of the Key West Treatment Plant Solids Dewatering Upgrades Project; Authorizing the City Manager to execute the necessary documents upon advice and consent of the City Attorney; Authorizing any necessary budget amendments and transfers.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Finance\)](#)

[Amendment No. 4](#)

[Resolution 22-007](#)

[Resolution 23-335](#)

[Resolution 24-246](#)

[Resolution 25-129](#)

- 20                    **\*Proposed to be Postponed to May 7, 2026:** Approving a new Dockage License Agreement, as attached hereto and made a part hereof, for commercial tenants on Charter Boat Row at Garrison Bight Marina; Authorizing the City Manager to execute necessary related documents and budget transfers/amendments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Port & Marine\)](#)

[Agreement](#)

[Request for Postponement](#)

- 21                    \*Approving a two (2) year renewal to the contract between the City of Key West and Cscape Construction, Inc. for Key West Mooring Field Inspection & Ground Tackle Replacement; Authorizing the City Manager to execute necessary related documents and budget transfers/amendments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Exhibit A - First Amendment](#)

[Cover Memo \(Port & Marine\)](#)

[Extension Request](#)

[Executed Contract](#)

[Res #23-130 Contract](#)

[ITB 23-009](#)

- 22                    \*Awarding Request for Qualifications (RFQ) #26-002 to Wells Fire Consulting, Inc. for Fire Department Insurance Services Office (ISO) Class One (1) Consultant Services; Authorizing the City Manager, or designee, to negotiate and execute an agreement and other necessary related documents and associated budget transfers/adjustments in accordance with the terms and conditions set forth in RFQ #26-002 and in compliance with all applicable regulations and City standards, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Procurement\)](#)

[Bid Memo](#)

[Bid Documents](#)

[Minutes, Individual Score Sheets, Sign-In Sheet](#)

[Evaluation Committee Scoring Matrix](#)

[Wells Fire Consulting, Inc. Proposal](#)

- 23                    \*Awarding ITB #26-004 Right-of-Way Improvement Services to Charley Toppino & Sons, Inc; Authorizing the City Manager, or designee, to negotiate and execute an agreement and other necessary related documents and associated budget transfers/adjustments in accordance with the terms and conditions set forth in ITB #26-004 and in compliance with all applicable regulations and City standards, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Procurement\)](#)

[Bid Memo](#)

[Charley Toppino Proposal](#)

[Vendor Correspondence](#)

- 24                    \*Approving Change Order No. 1 to Stantec Consulting Services, Inc. in the amount of \$62,807.87, as attached hereto and made a part hereof, for Key West Water Quality Monitoring; Authorizing the City Manager to execute any necessary documents and budget amendments/transfers, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Resiliency\)](#)

[Task Zero](#)

[Contract](#)

[Resolution 26-023](#)

[Resolution 25-299](#)

[Re-Bid RFP 25-020 Water Quality Monitoring Program](#)

[Stantec](#)

- 25                    \*Approving the City of Key West ADA Complementary Paratransit Plan; Providing for implementation.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Transportation\)](#)

[ADA Complementary Paratransit Plan](#)

- 26                    \*Approving "Public Transportation Grant Agreement" (PTGA) #G3048 between the Florida Department of Transportation (FDOT) and the City of Key West, Florida as attached hereto and made a part hereof, for SFY2026 Section 5311 Off-Cycle funds assistance for the purchase of transit maintenance and operational equipment in an amount not to exceed \$304,278.00; Authorizing the City Manager to execute necessary related documents and budget transfers/amendments, subject to all allocations and in accordance with the grant, and upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Transportation\)](#)

[Grant Agreement](#)

[Resolution 25-138](#)

- 27                    \*Approving the attached "Public Transportation Grant Agreement (PTGA) FM #458186-1-94-25/PTGA #G3051" between the Florida Department of Transportation (FDOT) and the City of Key West for SFY2026 Section 5311 Off-Cycle funds assistance for the purchase of transit maintenance and operational equipment in an amount not to exceed \$125,722.00; Authorizing the City Manager to execute necessary documents and necessary budget amendments.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Transportation\)](#)

[Grant Agreement](#)

[Resolution 25-138](#)

- 28                    \*Approving Amendment 1 and Amendment 2 to the "Public Transportation Grant Agreement (PTGA) #G3101" between the Florida Department of Transportation (FDOT) and the City of Key West, funded through the SFY2024 - FTA Section 5311 Rural Capital Grant Program, revising the project scope, reducing total funding by \$69,200.00 and extending the term from April 30, 2026 to December 31, 2028; Authorizing the City Manager to execute necessary related documents, budget transfers/amendments, project scope revisions and grant term extensions, in accordance with the terms and conditions of the grant and upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Transportation\)](#)

[Grant Agreement](#)

[Amendment #1 Scope Change](#)

[Amendment #2 Time Extension](#)

[Resolution 24-132](#)

## PROCLAMATIONS

- 29                    Rotary Club Of Key West 110th Anniversary Day

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

- 30                    Arida Davis Wright Poet Laureate 2026

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

- 31                    National Public Health Week

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

**32** Sexual Assault Awareness Month

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

**33** Conch Republic Month

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

**PRESENTATIONS****34** Employee Service Awards - Bridget Flores, Human Resources

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo](#)

**35** Service Award - Joy Nulisch, Former PRAB Member

**Sponsors:** Commissioner Haskell

**36** Keep Key West Beautiful Business Beautification Award

**Sponsors:** Mayor Henriquez

**37** Key West Ambassadors Academy Class #44 Graduation

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo](#)

**38** Strategic Plan Update

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo](#)

**RESOLUTIONS - Cont'd**

- 39                    **Request to Postpone to Evening Session:** Authorizing a limited waiver of attorney-client privilege for specific communications between outside counsel Benedict Kuehne and Victoria Mendez and former City Attorney Ronald Ramsingh, for the sole purpose of permitting testimony and questioning regarding communications with Ron Ramsingh related to the production of documents in response to subpoenas served by the State Attorney's Office in August and September 2024; Providing for conditions and limitations of such waiver.

**Sponsors:** City Attorney Downs

**Attachments:** [Resolution](#)

[Email from SAO](#)

[Request to Postpone](#)

- 40                    Approving and authorizing the Interlocal Agreement between the City of Key West and Monroe County for the conveyance of real property known as Higgs Beach located at 1040 Atlantic Boulevard, Key West, FL, from Monroe County to the City of Key West; Approving the acceptance of said property by Quit Claim Deed to be executed by the Mayor of the Board of County Commissioners of Monroe County; Authorizing the Mayor to execute the Interlocal Agreement and any necessary documents, upon review and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(CM\)](#)

[Proposed ILA](#)

[Quit Claim Deed Without Survey](#)

[LWCF Grant & Amendment](#)

[Accord and Satisfaction Agreement with Exhibits](#)

[Amendment 2 Multi Year Agreement](#)

[2nd Revised Updated Beach Scope with Higgs Beach](#)

[Hawk ILA - Executed Highlighted](#)

[Cost Benefit Analysis](#)

[Title Search Report Parcel 1 - Astro City to Casas Marina Court](#)

[Title Search Report - Parcel 2 - Beach, Dog Park and Courts](#)

41

Awarding Request for Proposal (RFP) #26-001 for the Re-Bid for the Building Rehabilitation, Lease and Adaptive Use of the Historic Hospitality House, to Tropical Shell & Gift, Inc.; Tropical Shell & Gift, Inc. shall be responsible for all costs associated with the building in accordance with the terms of the RFP, with no direct associated financial impact to the City; Authorizing the City Manager, or designee, to negotiate and execute a Lease, Redevelopment and Adaptive Use Agreement and other necessary related documents and associated budget transfers/adjustments in accordance with the terms and conditions set forth in RFP #26-001 and in compliance with all applicable regulations and City standards, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Procurement\)](#)

[Bid Memo](#)

[Bid Documents](#)

[Evaluation Committee Scoring Matrix](#)

[Sign-In Sheet, Minutes, Individual Scoring Sheet](#)

[Troical Shell & Gift Proposal](#)

[Hayes Robertson Group Proposal](#)

[Public Comment- Walsh](#)

42

Awarding Request for Proposal (RFP) #26-002 Re-Bid to Tropical Shell & Gift, Inc. for the Historic Building Rehabilitation, Lease and Adaptive Use of the City-owned property located at 402 Wall Street; Acknowledging that Tropical Shell & Gift, Inc. shall be responsible for all costs associated with the building in accordance with the terms of the RFP, with no direct associated financial impact to the City; Authorizing the City Manager, or designee, to negotiate and execute a Lease, Redevelopment and Adaptive Use Agreement and other necessary related documents and associated budget transfers/adjustments in accordance with the terms and conditions set forth in RFP #26-002 and in compliance with all applicable regulations and City standards, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Procurement\)](#)

[Bid Memo](#)

[Bid Documents](#)

[Evaluation Committee Scoring Matrix](#)

[Sign-In Sheet, Minutes, Individual Scoring Sheets](#)

[Tropical Shell and Gift Proposal](#)

[Hayes Robertson Group Proposal](#)

[Public Comment- Walsh](#)

- 43 Awarding Request for Proposal (RFP) #26-003 Re-Bid for the Historic Building Rehabilitation, Lease and Adaptive Use of the City-owned property known as the "Cable Huts" located at 1 Mallory Square, Key West, Florida, to Tropical Shell & Gift, Inc.; Acknowledging that Tropical Shell & Gift, Inc. shall be responsible for all costs associated with the building in accordance with the terms of the RFP, with no direct associated financial impact to the City; Authorizing the City Manager, or designee, to negotiate and execute a Lease, Redevelopment and Adaptive Use Agreement and other necessary related documents and associated budget transfers/adjustments in accordance with the terms and conditions set forth in RFP #26-003 and in compliance with all applicable regulations and City standards, upon the advice and consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Procurement\)](#)

[Bid Documents](#)

[Committee Scoring Matrix](#)

[Sign-In Sheet, Minutes, Individual Scoring Sheets](#)

[Tropical Shell & Gift Proposal](#)

[Hayes Robertson Group Proposal](#)

[Vendor Correspondence](#)

[Public Comment- Walsh](#)

**CITY MANAGER'S REPORT**

**CITY ATTORNEY'S REPORT**

**CITY CLERK'S REPORT**

**CITIZEN COMMENTS**

**COMMISSION COMMENTS**

**RECESS**

**EVENING SESSION - 5:00 P.M.**

RECONVENE - CALL TO ORDER

ROLL CALL

INVOCATION - Reverend Deacon Peter Batty

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PROCLAMATIONS

44 Honoring Gary Hernandez

Sponsors: Vice Mayor Lee

Attachments: [Proclamation](#)

PRESENTATIONS

45 Fire Assessment Presentation

Sponsors: City Manager Barroso

Attachments: [Presentation](#)

RESOLUTIONS

46

**Zoning Map Interpretation - 2407 N. Roosevelt Blvd. (RE# 00002280-000100), also known as Happy Landings Marina**  
- Finding that an interpretation of the Official Zoning Map pursuant to Section 122-94(7) of the Land Development Regulations as it applies to the property located at 2407 North Roosevelt Boulevard (Happy Landings Marina) is required due to the differing physical features on the ground compared to the Zoning Map and existing uncertainties; Clarifying the Zoning District Boundaries between Commercial General (CG), Conservation Mangrove (CM), and Conservation - Outstanding Waters of the State (C-OW); Clarifying the intent of the Official Zoning Map based on physical site conditions, historical development patterns, and applicable regulatory provisions, not constituting a rezoning of the property.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)

[Cover Memo \(Planning\)](#)

[1995 Letter from City Attorney](#)

[2014 City Commission Res No. 14-316](#)

[2022 Zoning Verificatin Letter 2407 N. Roosevelt Blvd.](#)

[2023 Minor Modification 2407 N. Roosevelt](#)

[2024 Denial of Major Modification Request, CC Resolution 24-013](#)

[2025 Request for ZVL by Happy-Landings](#)

[Ex. A. 2407 N. Roosevelt Blvd. ZVL letter 3.17.22](#)

[Ex. B. 1995 Letter from Covan](#)

[Ex. C. Mannix-Lachner Letter](#)

[Ex. D. Conservation. Pages from Ord. 97-10](#)

[Ex. E. HLM Habitat rev](#)

[Ex. F. 1998.99 Letters re Use](#)

[Ex. G. Letter to Covan 1995](#)

47

**Proposed to be Postponed by Staff to May 7, 2026: Major Development Plan - 3401 Duck Avenue (RE# 00064740-000000)** - Approving a Major Development Plan and Conditional Use, pursuant to Sections 122-277 - Uses Permitted and 122-278 - Conditional Uses, Subdivision IV.1 - Medium Density Residential District - 1. (MDR - 1), District 3 - Residential Districts, Article IV - Districts, Chapter 122 - Zoning, Subpart B - Land Development Regulations of the Code of Ordinances of the City of Key West, Florida for the redevelopment of property located at 3401 Duck Avenue (Re# 00064740-000000), specifically 1621 and 1622 Spalding Court, Key West, Florida; Providing conditions of approval.

Sponsors: City Manager Barroso

- Attachments: [Resolution](#)  
[Cover Memo \(Planning\)](#)  
[PB Res 2026-003](#)  
[Staff Report](#)  
[Planning Package](#)  
[Noticing Packet](#)  
[Comments - Keys Energy](#)  
[Comments - Utilities](#)

Legislative History

12/18/25	Development Review Committee	Discussed
2/19/26	Planning Board	Approved

**ORDINANCES – FIRST READING**

- 48 An Ordinance of the City of Key West, Florida, amending Section 2-708 (c) - Administration of Program, Section 2-708 - Homebuyers Assistance Program, Division 1 - Generally, Article VII - Financial Matters, Chapter 2 - Administration of the Code of Ordinances of the City of Key West, Florida updating "Director of Housing" to "Community Development Office" to clarify operational processes related to the administration of the Homebuyers Assistance Program; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

**Attachments:** [Ordinance](#)

[Cover Memo \(CDO/Growth Management\)](#)

[Business Impact Statement](#)

- 49 An Ordinance of the City Commission of the City of Key West, Florida, amending Section 30-37(a) - Emergency Medical Service Rates, Division 2 - Emergency Medical Services, Article II - Fire Department, Chapter 30 - Fire Prevention and Protection to update the fee schedule for Emergency Medical Services (EMS) transport rates to reflect current service costs, align with other Florida municipal EMS systems and aid the long-term sustainability of Emergency Medical Services for Key West residents and visitors; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

**Attachments:** [Ordinance](#)

[Cover Memo \(Fire & EMS\)](#)

[Definitions & Current Rates](#)

[EMS Rates Survey 2025](#)

#### **ORDINANCES - SECOND READING (Public Hearing and Proposed Adoption)**

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An Ordinance of the City Commission of the City of Key West, Florida amending Subpart A. General Ordinances, Chapter 30. Fire Prevention and Protection. of the Code of Ordinances of the City of Key West, Florida to create Article VI. Fire Services Special Assessment., Sections 30-177. - 30-216. to provide for the implementation of a Fire Services Special Assessment; Providing definitions for the proposed Fire Services Special Assessment., and collection method pursuant to F.S. 197.3632; Providing for legislative determinations of special benefit, general authority, and applicability throughout the City of Key West, Florida; Providing for initial proceedings; Directing imposition of initial assessment roll; Providing for notice by publication and mail; Providing for adoption and effect of final assessment resolution; Providing annual adoption procedures; Providing for liens for and revisions to fire services assessments; Providing for procedural irregularities and correction of errors and omissions; Providing for interim assessments and an alternative method of collection; Providing for imposition, billing, collection, and enforcement of fire services assessments on government property; Providing for conflicts, codification, and severability; and Providing for an effective date.

**Sponsors:** City Manager Barroso

**Attachments:** [Ordinance - 2nd Reading](#)

[Revised Ordinance \(Rev. 3/3/26 scrivener errors\)](#)

[Ordinance](#)

[Cover Memo \(CM Office\)](#)

**Legislative History**

3/5/26

City Commission

Passed to Second Reading

**CITIZEN COMMENTS**

**COMMISSION COMMENTS**

**ADJOURNMENT**