

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF  
THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA  
APPOINTING JOHN TOPPINO TO  
THE HOUSING AUTHORITY OF THE CITY OF KEY WEST, FLORIDA  
BOARD OF COMMISSIONERS;  
PROVIDING FOR AN EFFECTIVE DATE**

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA AS FOLLOWS:

Section 1: That John Toppino is hereby appointed to the Housing Authority of the City of Key West, Florida, Board of Commissioners as indicated on the Certification of Appointment attached hereto.

Section 2: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 12<sup>th</sup> day of September, 2024.

Authenticated by the Presiding Officer and the Clerk of the Commission on this \_\_\_\_\_ day of September, 2024.

Filled with the Clerk on \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
DANISE HENRIQUEZ, MAYOR

ATTEST:

\_\_\_\_\_  
KERI O'BRIEN, CITY CLERK

**CERTIFICATION**  
**OF**  
**APPOINTMENT AS COMMISSIONER**  
**OF**  
**THE HOUSING AUTHORITY OF THE CITY OF KEY WEST, FLORIDA**  
**(Section 421.05, Florida Statutes)**

John Toppino, of Key West, Florida, is hereby appointed as Commissioner of the Housing Authority of the City of Key West, Florida to serve from September 12, 2024 to August 21, 2028 or until a successor is appointed and qualified.

Dated in Key West, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
DANISE HENRIQUEZ, MAYOR

ATTEST:

\_\_\_\_\_  
KERI O'BRIEN, CITY CLERK



# HOUSING AUTHORITY

OF THE CITY OF KEY WEST, FLORIDA

1400 Kennedy Drive – Key West, FL 33040 • Phone: 305-296-5621 • TTY/Florida Relay Service (FRS): 800-955-8771

September 3, 2024

Mayor Danise Henriquez  
City of Key West  
1300 White Street  
Key West, FL 33040

RE: Request to Appoint John Toppino to the Board of Commissioners of the Housing Authority of the City of Key West, Florida

Dear Mayor Henriquez:

I am writing to enthusiastically recommend John Toppino for appointment to the Key West Housing Authority Board of Commissioners. Having known John for many years and closely observed his professional and personal contributions to our community, I am confident that he will be an outstanding addition to the Board.

Mr. Toppino brings a wealth of experience and a deep commitment to public service, deeply rooted in his family's long-standing tradition of community involvement. His background with Charley Toppino & Sons, Inc. has equipped him with valuable skills in construction, affordable housing project development from a builder's perspective, policy development, budget oversight, and program evaluation. His extensive experience in these areas will undoubtedly be a significant asset to the Housing Authority Board.

Moreover, Mr. Toppino's dedication to improving the quality of life for Key West residents is evident in his proactive approach to community outreach and his keen interest in innovative housing solutions. His leadership within the family business has been marked by a genuine concern for community well-being and a demonstrated ability to address complex challenges with integrity and effectiveness.

Mr. Toppino's appointment to the Housing Authority Board would be a continuation of his family's legacy of service to the community. His grandfather, Frank Toppino, and his uncle, Richard Toppino, have both made substantial contributions to the Housing Authority, and Mr. Toppino is well-prepared to build upon their work with a fresh perspective and renewed energy.

I am confident that Mr. Toppino will approach his role on the Board with the same level of dedication and professionalism that has characterized his previous endeavors.

Thank you for considering this recommendation.

Warm regards,

Randy Sterling  
Executive Director





Mayor Danise Henriquez  
City of Key West  
1300 White Street  
Key West, FL 33040

**Subject: Request for Appointment as Commissioner to the Housing Authority of the City of Key West, Florida  
Governing Board**

Dear Mayor Henriquez,

I hope this letter finds you in good health and high spirits. As a committed public servant with long-standing dedication to our community, I am writing to request your consideration for appointment as a Commissioner to the Housing Authority of the City of Key West, Florida, Governing Board.

For nearly two decades, I have actively participated in various initiatives and decision-making processes through my family company, Charley Toppino & Sons, Inc., which have positively impacted the residents of Key West and the Florida Keys.

My family has a rich history of community service. This particular seat on the Key West Housing Authority Board was held by my grandfather Frank Toppino for over 30 years, and then by my uncle Richard Toppino. I would like to continue this legacy of public service and contribute to the profound impact this agency makes in the lives of the people of Key West. I know that I can bring my knowledge and experience to the Board of Commissioners to serve the residents of the KWHHA in a valuable way.

In my role within our family business, I have gained extensive experience in policy development, budget oversight, program evaluation, and community outreach. My commitment to understanding innovative housing programs and improving living conditions positions me to contribute meaningfully to the Board of Commissioners.

If appointed, I am committed to addressing our community's housing needs with transparency, accountability, and collaboration. My goal is to advocate for policies and programs that ensure safe and affordable housing and enhance the overall well-being of our residents.

Thank you for considering my request. I eagerly await your decision and look forward to the opportunity to work together in shaping the future of our community.

Respectfully,

A handwritten signature in blue ink, appearing to read "John P. Toppino". The signature is stylized with a large, sweeping initial "J" and a long horizontal stroke.

John P. Toppino

**JOHN P. TOPPINO**  
**#18 CALLE UNO, KEY WEST, FLORIDA 33040**  
**305 296-5606**

**EMPLOYMENT HISTORY**

2007-Present      CHARLEY TOPPINO & SONS, INC.

2021-Current      Treasurer and Secretary: responsible for management of daily accounting office and reporting. Oversee daily administrative department for contract management and reporting. Ensure proper billings and cost analysis to maintain budget expectations. Project responsibilities include personnel management, equipment logistics, vendor and customer relations, material procurement and supply chain management, budget to actual analysis and monthly contract performance. Equipment and Machinery acquisitions and insurance compliance.

2007-2021      Project Superintendent: responsible for all facets of project including site management, scheduling, equipment logistics, scheduling, project status and personnel/subcontractor management. Construction experience includes demolition, debris removal, site work, roadway, underground utility, drainage, concrete curbs, sidewalk and flatwork, Emergency Response & Disaster Recovery, aggregate production and placement, finish grading, landscaping, sod placement, flexible paving and roadway markings, maintenance of traffic, road signage.

2010-2021      Equipment & Shop Manager: responsible for equipment logistics, repairs and maintenance, equipment acquisitions, parts and inventory management, supervision of mechanics, drivers and aggregate production employees.

2017-Present      Office, Financial and Project Management: Responsible for daily office functions including Accounts Receivable, Accounts Payable, Insurance, Safety, Contracts Administration and personnel management. Acts as the liaison between the contracts, equipment, shop, production and office operations on a daily basis.

2019-Present      Treasurer, Director, Qualifier

2002 -- 2008      PREMIER SOTHEBY'S REAL ESTATE- Licensed Real Estate Agent

**EDUCATION**

Rollins College Bachelor's Degree in Art History      1997-2002  
OSHA 40-hour Certification

**PROFESSIONAL LICENSES**

General Contractors License      CGC1518488  
Real Estate License      SL3026159

### **AFFILIATIONS**

Key West Chamber of Commerce Board of Directors	2014-Present
Key West Chamber of Commerce Second Vice President	2019
Key West Chamber of Commerce Treasurer	2017-2019
Military Affairs Committee Member	2010-Present
Rollins College Alumni Board of Directors	2009-2013
Rotary of Key West Member	2008-2012
Rollins College Chi Psi Fraternity Vice President & Treasurer	2000-2002

**REFERENCES - FURNISHED UPON REQUEST**