



## MEMORANDUM

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Date: October 10, 2024

To: Honorable Mayor and City Commissioners

Via: Todd Stoughton  
Interim City Manager

From: Gary Moreira  
Senior Property Manager

Subject: **Proposed Lease with The Frederick Douglass School Black Educators Memorial Project, Inc., a Florida 501(c)(3) Non-Profit Corporation**

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### **Introduction**

This is a request to approve a lease with The Frederick Douglass School Black Educators Memorial Project Inc., to occupy space at the newly constructed Frederick Douglass Community Center.

### **Background**

Under Resolution 22-197, the City Commission found it appropriate to set aside space in concept for a Black Educators History Museum in the Frederick Douglass Community Center and authorized, an in concept two-year public benefit lease agreement, (below market rate). Furthermore, the commission found that pursuant to City ordinances and Florida Statutes it is necessary to advertise for a period of 30 days prior to the execution of a lease agreement, the availability of the designated museum space in the new Frederick Douglass Community Center, and to accept and consider all proposals that commit to the delivery of a plan for the operation and sustainability of a museum within 60 days of being selected by the City, before executing a lease agreement. One proposal was submitted and is attached for review and approval.

The annual rental of \$1.00 per year is below market rate that must demonstrate public benefit and requires approval by a super-majority vote pursuant to Section 2-941(c) of the Code of Ordinances. The Frederick Douglass School Black Educators Memorial Project will provide a valuable public benefit by preserving local history recognizing the many accomplishments of black educators and prominent citizens with roots in the City of Key West and the Bahama Village community. This lease is otherwise consistent with City Code of Ordinances 2-941(C).

**Procurement**

- Demised Premises:** A portion of the Frederick Douglas Community Center identified on the attached Exhibit A.
- Term:** Two (2) years commencing upon completion of construction and delivery of the premises.
- Proposed Rent:** One Dollar (\$1.00) per year.

**Recommendation**

Staff recommends the Commission approve the proposed lessee and execution of the attached lease.

Exhibits:  
Lease with Exhibits  
Resolution 22-197