

RESOLUTION NO. 22-197

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, DESIGNATING IN CONCEPT A SPACE FOR A "BLACK EDUCATORS HISTORY MEMORIAL/MUSEUM", LOCATED IN THE FREDERICK DOUGLASS COMMUNITY CENTER, AS DESCRIBED IN ATTACHED EXHIBIT "A"; DIRECTING STAFF TO ADVERTISE AS REQUIRED BY STATE STATUTES AND CITY CODE OF ORDINANCES, THE AVAILABILITY OF THE DESIGNATED SPACE FOR USE AS MUSEUM DEVELOPMENT, AND TO ACCEPT PROPOSALS MEETING CERTAIN CONDITIONS FOR USE OF THE DESIGNATED PROPERTY FOR REVIEW AND CONSIDERATION BY THE CITY; AUTHORIZING THE CITY MANAGER TO NEGOTIATE A LEASE WITH THE SELECTED PROPOSER FOR A TERM OF TWO YEARS, FOR APPROVAL BY THE CITY COMMISSION; PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, in Resolution 21-091 the City Commission directed the City Manager to work with principals of the Frederick Douglass Black Educators Memorial to identify an appropriate space to develop and operate a museum primarily dedicated to the Historically Black Key West and Bahama Village families and individuals who have made significant contributions to the long history of Key West; and

WHEREAS, the City Commission finds that a local museum dedicated to recognition of the many accomplishments of black educators and prominent citizens with roots in the City of

Key West and the Bahama Village community would benefit the public and help to preserve local history; and

WHEREAS, the City Commission finds that it is appropriate to set aside space in concept for such a "Black Educators History Museum" in the Frederick Douglass Community Center, and to authorize in concept a two-year public benefit lease agreement (below market rate), pursuant to Section 2-941(c) of the Code of Ordinances, for such a museum; and

WHEREAS, the City Commission finds 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; and

WHEREAS, the City Commission further finds it is reasonable as a condition of acceptance of a proposal, to require an inventory of proposed permanent exhibits as well as plans for rotating new exhibits periodically; and

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

Section 1: That the City Commission hereby designates in concept the space described in attached Exhibit A, within the Frederick Douglass Community Center, for a Black Educators Memorial Museum.

Section 2: That the City Manager is directed to advertise for a period of 30 days prior to execution of any lease agreement, as required by State Statutes and City Code of Ordinances, the availability of the designated space in the new Frederick Douglass Community Center for use as museum development. Proposals for use of the designated property will be accepted during this 30-day period for review and consideration by the City. Such proposals must commit to the delivery of a plan for the operations and sustainability of a museum within 60 days of being selected by the City, and that plan for operations and sustainability must include an inventory of proposed permanent exhibits, as well as plans for rotating new exhibits periodically.

Section 3: Upon selection of a tenant, and approval and acceptance of the operations and sustainability plan by the City Manager, the City Manager is authorized to negotiate a two-year lease agreement, pursuant to Section 2-941(c) of the Code of Ordinances, for approval by the City Commission.

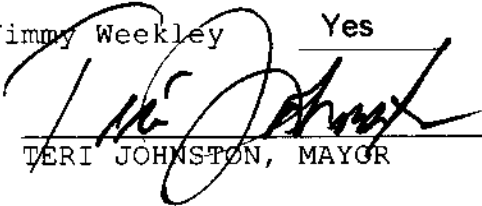
Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 7th day of September, 2022.

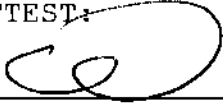
Authenticated by the Presiding Officer and Clerk of the Commission on 8th day of September, 2022.

Filed with the Clerk on September 8, 2022.

Mayor Teri Johnston	<u>Yes</u>
Vice Mayor Sam Kaufman	<u>No</u>
Commissioner Gregory Davila	<u>Yes</u>
Commissioner Mary Lou Hoover	<u>Yes</u>
Commissioner Clayton Lopez	<u>Yes</u>
Commissioner Billy Wardlow	<u>Yes</u>
Commissioner Jimmy Weekley	<u>Yes</u>

  
TERI JOHNSTON, MAYOR

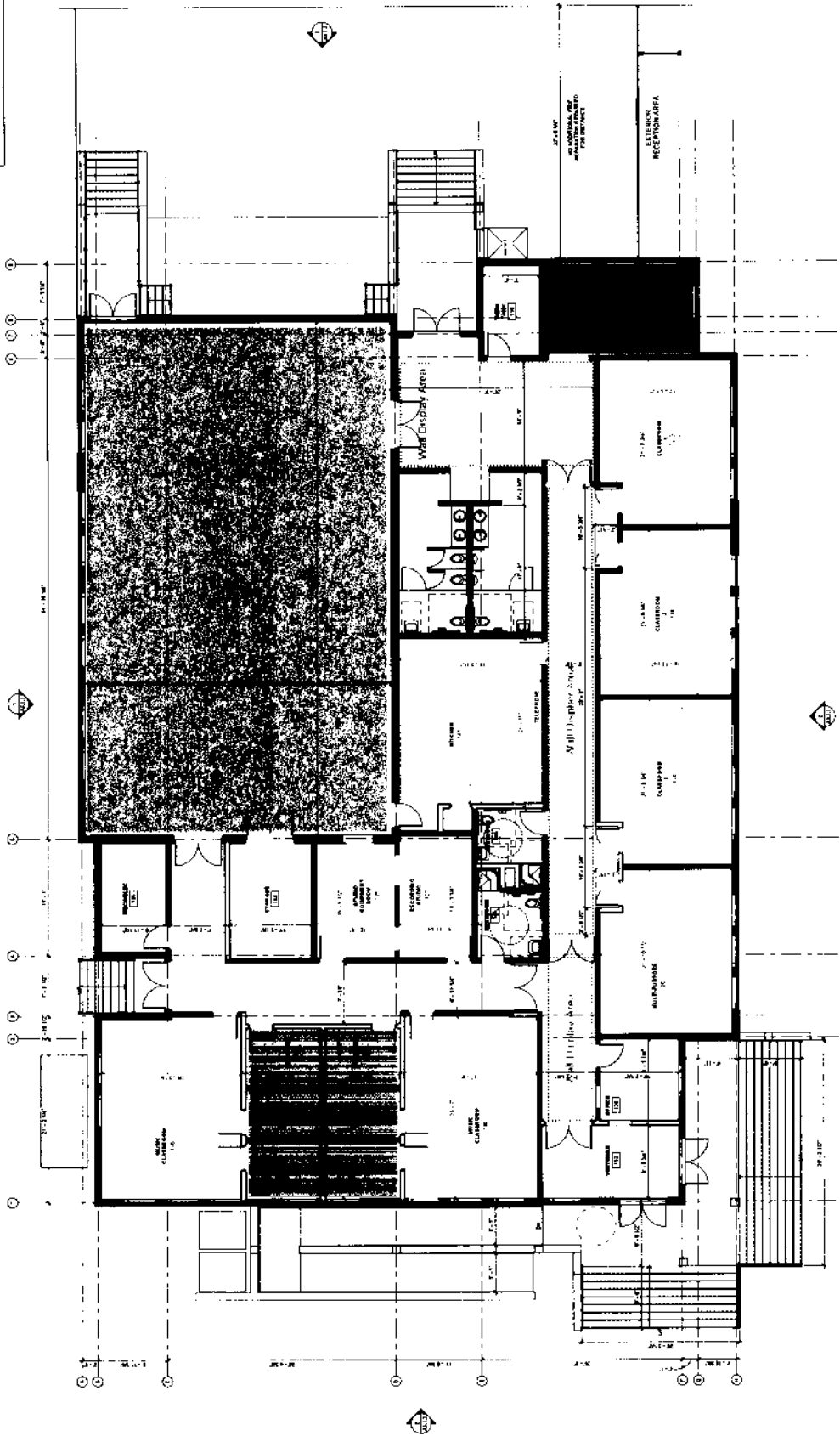
ATTEST:

  
CHERYL SMITH, CITY CLERK



**PLAN LEGEND**

	EXISTING WALL TO REMAIN
	NEW WALL (NOT SHOWN)
	WALL SPACE FOR DISPLAY
	MUSEUM SPACE FOR DISPLAY
	CLASSROOM NAMED AFTER A BLACK EDUCATOR
	PRACTICE ROOM NAMED AFTER A BLACK EDUCATOR
	MAIN MUSIC HALL - NAMING RIGHTS, FUND RAISER



**LEGEND:**  
 Museum Space for Display  
 Wall Space for Display  
 Classroom Named after a Black educator  
 Practice Room named after a Black educator  
 Main Music Hall - Naming Rights, Fund Raiser

**1 FIRST FLOOR PLAN**  
 SCALE 3/8" = 1'-0"



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

## EXECUTIVE SUMMARY

**Date:** Aug 4, 2022

**To:** Patti McLaughlin, City Manager

**CC:** Gary Volenec, Interim Engineering Director  
Todd Stoughton, Assistant City Manager

**From:** Karen Wilman, Assistant Engineer

**Subject:** **Frederick Douglass Community Center- Black Educators History Museum Space Designation**

### ACTION STATEMENT

As per Resolution 21-091 the City Manager has been directed to work with the Frederick Douglass Black Educators Memorial (FDBEM) to locate an appropriate space to develop and operate a museum primarily dedicated to the historically black Key West and Bahama Village families and individuals who have made significant contributions to the long history of Key West. Staff has formally identified space located at the new construction site at the Frederick Douglass Gym for their museum.

### BACKGROUND

A resolution (Res 21-091) of the City Commission of the City of Key West Florida, directing the City Manager to work with the principles of the Frederick Douglass Black Educators Memorial to locate an appropriate space to develop and operate a museum primarily dedicated to the historically black Key West and Bahama Village Families and individuals who have made significant contributions to the long history of Key West.

Some proposed places included 3.2 parcel or former diesel plant. Based on timing and availability, Frederick Douglass Community Center was the best location for the museum. A preliminary floor plan was presented to Mr. Smith on 11/02/21 with some ideas on how the museum could be incorporated into the community center. His main concern was the size of the main museum space, (11'-8" x 19'-0"= 220sf +/-). It was suggested that they start by creating a list of all of the items/ pieces that would be in the museum to get a better understanding for the needs of the space. Some other suggestions were to rotate what was displayed in the main museum space on a schedule that works for the museum.

On 07/07/2022 the proposed plan was presented to the Bahama Village Redevelopment Advisory Committee (BVRAC) for review and comment. One member requested an operational plan or more information regarding what the museum had planned for the space.

**PREMISES:** As outlined in the preliminary floor plan. The City holds the right to review and approval all items that will be displayed in the common area(s) and classroom(s) that are outside of the main museum space.

**TERM:** Two (2) years with a sixty (60) day cancellation provision

**USE:** Proposed use is for the “Black Educators History Museum.” Final space requirements TBD.

**RENT:** \$1.00 per year, per 2-941(c) public benefit lease

**EXPENSES:** The Tenant will pay for operating costs including all utilities, repairs, and maintenance, replacements, and renovations necessary to keep the premises in good repair and condition as it associates to their space.

**FINANCIAL:** This agreement transfers the costs of utilities, maintenance, and repairs to the tenant for the main museum space and shared costs for the common space(s) that included property insurance and operating expenses.

**RECOMMENDATION:**

Staff recommends City Commission approval to advertise for a period of 30 days prior to execution of any lease agreement, the availability of the designated space as defined above, in the new Frederick Douglass Community Center for use as museum development. Proposals for use of the designated property will be accepted during this period for review and consideration by the City. Such proposals shall commit to the delivery of a plan for the operations and sustainability of a museum within 60 days of being selected by the City, before establishing the designated property as a permanent location as directed by the City Commission via Resolution 21-091. This plan shall include an inventory of proposed permanent exhibits as well as plans for rotating new exhibits periodically.

*'Key to the Caribbean – average yearly temperature 77 °  
Fahrenheit.*

# **FREDERICK DOUGLASS SCHOOL BLACK EDUCATORS' PROJECT MEETING**

**November 2, 2021**

## **PRESENT:**

**Patti McLaughlin, City Manager**  
**Steve McAlearney, Director of Engineering**  
**Amanda Willett-Ramirez, CRA Manager**  
**Karen Wilman, Architect**  
**John Wilson Smith, President, FDSBEP**  
**Portia Navarro, Executive Administrator**

A meeting to meet with Mr. John Wilson Smith, President of the FDSBE, to discuss a space for the FDSBEP Museum.

President Smith asked if he could record the meeting for the other members of the committee.

City Manager McLaughlin once again asked for the names and contact information of the committee members.

President Smith stated he did not have that information and said he would take notes instead. He also asked if he could receive copies of the notes of the Portia, the Executive Administrator.

City Manager McLaughlin answered in the affirmative.

Architect Karen Wilman advised that the Engineering Department are in the process of designing a building to provide spaces for:

- A brand-new community center
- A brand-new courtyard
- Tutoring classrooms
- Room – Music Program
- Kitchen
- Areas to display pictures, art, etc.
- Approximate room size 250 square feet
- Building will be above flood.

City Manager McLaughlin request that we be provided with:

- Members names and contact information
- Number of pieces pictures, art, etc.
- Copy of the committee plan
- Room size
- Inventory



Architect Wilman requested an inventory be provided as soon as possible and that a shovel in the ground will take place in about a year from now.

In response President Smith stated:

- Museums needs to be contained in one building.
- Custom House has designated an area just for the FDSBEP.
- Custom display should run about one year.
- Museum needs to have visibility.

President Smith conversations continued as to the importance of the presence of a Black historical museum in the Bahama Village area. He reiterated there is a lot of history to be shared with the family members currently living and those who may express an interest in Bahama Village heritage and culture. These stories must be told.

City Manager McLaughlin stated we have no problem with assisting you and the FDSBE in this endeavor, but as stated we need the size of the room for inventory and to determine how much space you will need.

Can you give us an idea as to what type of display, exhibit will be placed in the Custom House?

President Smith stated they are reserving a large room for the FDSBE to showcase some of their art and exhibits.

Conversations continued and City Manager McLaughlin asked President Smith to meet with the City on a regular basis so we can determine what we need to do to assist FDSBE.

Executive Administrator Portia asked President Smith if he wanted to schedule another meeting with the City in about two weeks, and he said he would contact the city manager office once he has spoken with the other members.