

RESOLUTION NO. 25-183

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING "AMENDMENT (2<sup>nd</sup> AMENDMENT) TO AGREEMENT" ID #2985 TO EXTEND THE TERMINATION DATE TO SEPTEMBER 30, 2026 FOR TOURIST DEVELOPMENT COUNCIL FUNDING OF THE SOUTHERNMOST PLAZA (PUBLIC FACILITIES) PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE NECESSARY DOCUMENTS UPON CONSENT OF THE CITY ATTORNEY; PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, in Resolution 23-238 the City of Key West accepted a Grant Award from the Tourist Development Council to assist with a tourism impact study and with improving and enhancing the area near the Southernmost Point buoy on South Street from Duval Street to the intersection at Whitehead Street (Agreement ID #2985); and

WHEREAS, in Resolution 24-076 the City of Key West approved the 1<sup>st</sup> Amendment to Agreement #2985, a no-cost time extension to September 30, 2025; and

WHEREAS, City staff recommends approving the attached 2<sup>nd</sup> Amendment to Agreement ID #2985, which grants a second no-cost time extension for the project; and

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

Section 1: That the attached "Amendment (2<sup>nd</sup> Amendment) to Agreement" (ID #2985), to extend the termination date for the Southernmost Plaza (Public Facilities) project to September 30,

2026, is hereby approved.

Section 2: That no cost adjustments are associated with this time extension.

Section 3: That the City Manager is authorized to execute any necessary documents, upon consent of the City Attorney.

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.

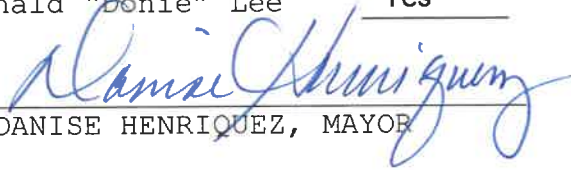
INTENTIONALLY LEFT BLANK

Passed and adopted by the City Commission at a meeting held  
this 6th day of August, 2025.

Authenticated by the Presiding Officer and Clerk of the  
Commission on 6th day of August, 2025.

Filed with the Clerk on August 6, 2025.

Mayor Danise Henriquez	<u>Yes</u>
Vice Mayor Lissette Carey	<u>Yes</u>
Commissioner Aaron Castillo	<u>Yes</u>
Commissioner Monica Haskell	<u>Yes</u>
Commissioner Mary Lou Hoover	<u>Absent</u>
Commissioner Sam Kaufman	<u>Yes</u>
Commissioner Donald "Donie" Lee	<u>Yes</u>

  
DANISE HENRIQUEZ, MAYOR

ATTEST:

  
KERI O'BRIEN, CITY CLERK



## MEMORANDUM

---

Date: August 6, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso  
City Manager

From: Christina Bervaldi  
Finance Director

Subject: **File ID 25-4177 Approving the attached 2<sup>nd</sup> Amendment to Agreement ID #2985**

---

### **Introduction**

City Manager's Office recommends the City Commission approve the attached "Amendment (2<sup>nd</sup> Amendment) to Agreement" ID #2985 to extend the termination date to September 30, 2026 for Tourist Development Council funding of the Southernmost Plaza (Public Facilities) Project; authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

### **Background**

Grant funding in the amount of up to \$1,000,000.00 to assist with a tourism impact study and with improving and enhancing the area near the Southernmost Point buoy on South Street from Duval Street to the intersection at Whitehead Street (Phase 1) is available through an agreement with the TDC (Resolution 23-238, September 14, 2023). The current grant termination date of the agreement is September 30, 2025 (Resolution 24-076, April 11, 2024).

### **Procurement**

This is a no-cost time extension.

### **Recommendation**

The City Manager's Office recommends the City Commission approve the attached "Amendment (2<sup>nd</sup> Amendment) to Agreement" ID #2985 to extend the termination date to September 30, 2026.



## THE CITY OF KEY WEST

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

April 4, 2025

Monroe County Tourist Development Council  
District I Advisory Committee  
1201 White Street, Suite 102  
Key West, FL 33040

RE: Key West Southernmost Plaza (Public Facility)  
Contract ID# 2985; \$1,000,000 in capital funding  
**Request for 12-month extension to grant award agreement**

Dear District I Advisory Committee:

The City of Key West respectfully requests a 12-month time extension to September 30, 2026, to the Grant Agreement Period for the Key West Southernmost Plaza (Public Facilities) Project. The Tourism Impact Study, Segment 1 of the project, was completed in September 2024. The City is requesting to roll the balance of \$994,000.00 into FY 2026.

The design, which includes both South Street ID #2985 and Whitehead Street ID #3231 as described in both respective Grant Award Agreements, is approximately 95% complete. The project is on track to be advertised for bidding by the end of April with a bid award at the City Commission's June meeting. The scope of the project includes a two-way roadway, pavement/sidewalk materials selection, drainage design, utilities coordination, landscape and hardscape design, plant uplighting, and signage. Additional communication with the stakeholders in the project area revealed the preference for a two-way roadway traffic instead of one-way traffic to accommodate all residents and neighboring businesses as originally proposed during the capital funding application process resulting in a change to the design work already completed. Construction is anticipated by September 2025 with an approximate 10 to 12-month construction period.

Your continued support and patience are much appreciated. Thank you for considering this request for a time extension. If you have any questions, please contact me Keith Bring at 305-809-3866 or Carolyn Sheldon at (305) 809-3741 or via email [keith.bring@cityofkeywest-fl.gov](mailto:keith.bring@cityofkeywest-fl.gov) or [csheldon@cityofkeywest-fl.gov](mailto:csheldon@cityofkeywest-fl.gov).

Sincerely,

*Keith Bring*

Keith Bring  
Project Manager



**Kevin Madok, CPA**

Clerk of the Circuit Court & Comptroller – Monroe County, Florida

**DATE:** September 8, 2025  
**TO:** Ammie Machan, Administrative Assistant  
Tourist Development Council  
**FROM:** Liz Yongue, Deputy Clerk  
**SUBJECT:** August 20, 2025 BOCC Meeting

---

The following items have been executed and added to the record:

D9 2nd Amendment to Agreement with City of Key West for the Southernmost Plaza Phase I (Public Facility) Project to extend the completion date of the project to September 30, 2026.

D10 1st Amendment to Agreement with City of Key West for the Southernmost Plaza Phase II Project to extend the completion date to September 30, 2026.

Should you have any questions please feel free to contact me at (305) 292-3550.

cc: County Attorney  
Finance  
File

---

KEY WEST  
500 Whitehead Street  
Key West, Florida 33040

MARATHON  
3117 Overseas Highway  
Marathon, Florida 33050

PLANTATION KEY  
88770 Overseas Highway  
Plantation Key, Florida 33070

## AMENDMENT (2nd AMENDMENT) TO AGREEMENT

**THIS AMENDMENT** to Agreement dated this 20th day of August 2025, is entered into by and between the Board of County Commissioners for Monroe County, on behalf of the Tourist Development Council, and **The City of Key West** a Government agency organized and operating under the laws of the state of Florida (Grantee).

**WHEREAS**, there was an Agreement entered into on October 18, 2023 between the parties, awarding \$1,000,000 to Grantee for the **City of Key West Southernmost Plaza (Public Facilities) Project** (“Agreement”); and

**WHEREAS**, there was an Amendment to Agreement entered into on May 15, 2024 to extend the completion date of the project to September 30, 2025; and

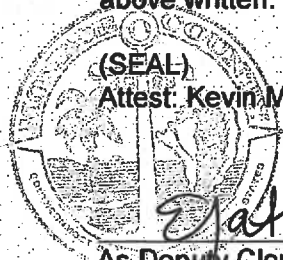
**WHEREAS**, it has become necessary to revise the termination date of the project to September 30, 2026 to allow for completion of the construction of the project, and

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein the parties agree to the amend Agreement as follows:

1. Paragraph 1 of the agreement shall be revised to read as follows: This Agreement is for the period of **October 18, 2023 to September 30, 2026**. This Agreement shall remain in effect for the stated period unless one party gives to the other written notification of termination pursuant to and in compliance with paragraphs 7, 12 or 13 of the original Agreement dated October 18, 2023 and amended on May 15, 2024.
2. Any references to the termination date and submission of invoices shall be revised to read September 30, 2026.
3. Reimbursement for segment 2 of this project in an amount not to exceed \$994,000 may not be submitted until after October 1, 2025.
4. The remaining provisions of the Agreement dated October 18, 2023 and amended on May 15, 2024 shall remain in full force and effect.

**REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK**

IN WITNESS WHEREOF, the parties have set their hands and seal on the day and year first above written.



(SEAL)  
Attest: Kevin Madok, Clerk

As Deputy Clerk

*[Signature]*

Board of County Commissioners  
of Monroe County

*[Signature]*  
Mayor/Chairman

MONROE COUNTY ATTORNEY  
APPROVED AS TO FORM  
*[Signature]*  
CHRISTINE LIMBERT-BARROWS  
SR. ASSISTANT COUNTY ATTORNEY  
DATE: 8/15/25

The City of Key West

Attest:



By *[Signature]*  
City Clerk

Print Name

Date:

*8/6/2025*

By *[Signature]*  
Mayor

Print Name

Date:

*8/6/2025*

FILED FOR RECORD  
2025 SEP -8 PM 3: 39  
CLK. C.M. ST.  
MONROE COUNTY, FLA.

