



THE CITY OF KEY WEST

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

MEMORANDUM

EXECUTIVE SUMMARY

TO: Gregory W. Veliz, City Manager
Patti McLauchlin, Assistant City Manager

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: February 10, 2021

RE: **Tourist Development Council Grant Award Agreement
Mallory Square Sunshades (Public Facilities Category)**

ACTION STATEMENT:

Resolution approving the Grant Award Agreement to accept the Tourist Development Council (TDC) grant for the Mallory Square Sunshades (Public Facilities Category) Project in an amount not to exceed \$167,890.00 to assist with a tourism impact study and with the purchase and installation of sunshades. The necessary budget amendments or transfers to accept the funding will be approved.

BACKGROUND:

The City of Key West submitted an application on April 29, 2020 for TDC funding from their 2021 Bricks and Mortar Capital Projects funding cycle, public facilities category, to assist with a tourism impact study and with the purchase and installation of sunshades at Mallory Square. Public Facilities requests must be in accordance with the conditions set forth in F.S. 125.0104(5)(a)(6).

The District I Advisory Committee (DAC I) approved funds for the project on January 13, 2021. The attached Grant Award Agreement will go before the Board of County Commissioners for approval in March. If approved, the City will then move forward with a tourism impact study and continue through the approval process as outlined in the public facilities funding flow chart.

PURPOSE AND JUSTIFICATION:

Since Mallory Square was converted in the early 1980's from a parking lot to the plaza as it is known today, it has only received minimal upgrades, limited to security updates, brick sealing, and landscaping here and there. The project would therefore be the first dramatic public improvements made since the early 1980's.

FINANCIAL IMPACT:

Expenses for the Mallory Square Sunshades project are currently budgeted in Fund 101, Account 1014302-5436300 (Infrastructure Surtax / Port Operations / Infrastructure) with the one cent sales surtax as the revenue source. Grant revenues of \$167,890.00 will be budgeted in 101-0000-337-7001 (TDC Grant). The TDC funding amount is up to \$167,890.00:

Key to the Caribbean – Average yearly temperature 77° F.

\$ 12,500 Representing 100% of the estimated cost of the tourism impact study
\$155,890 Representing 70% (maximum funding allowable under the statute) of the
construction cost
\$167,890 Total TDC funding

RECOMMENDATION:

Staff recommends approving the attached Grant Award Agreement to accept the Tourist Development Council (TDC) grant for the Mallory Square Sunshades (Public Facilities Category) project in an amount not to exceed \$167,890.00 to assist with a tourism impact study and with the purchase and installation of sunshades.