



MEMORANDUM

Date: November 5, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Tina Burns
Housing & Community Development Director

Subject: **25-4658 Request approval for delegation of authority to grant signing power for the execution of the Estoppel Certificates for the sale of the affordable work force units the Lofts of Bahama Village Condominiums located at 710 Fort Street.**

Introduction

Respectfully request the Naval Properties Local Redevelopment Authority (LRA) of the City of Key West to approve a delegation of authority to the LRA Chairperson to execute the required Estoppel Certificates for the condominium at the Lofts of Bahama Village.

Background

The City of Key West owns the parcel of land located at 710 Fort Street that the Lofts of Bahama Village Condominiums are built. The development consists of 28 affordable work force homeownership units.

The City executed a 99-year ground lease agreement with the developer that requires the LRA to provide and execute an Estoppel Certificate upon sale of the condominium units. The LRA is responsible for providing the Estoppel Certificate upon request as defined in Article 15 subsection (l) that within ten (10) business days after the City receives a written request by Bahama Village on Fort, LTD as the Lessee.

The Estoppel must certify that the lease is still in full force and effect, and that the LRA, as the Lessor, has no knowledge of any default under the lease, or if any default exists, the nature must be specified and lastly that there are no defenses or offsets which are known and may be asserted by the Lessor against Bahama Village on Fort, LTD as the initial lessee with respect to any obligations pursuant to this ground lease agreement. By assigning delegation of authority for the LRA Chair will ensure that each individual sale, refinance or mortgage request will be completed in a timely manner without delaying a closing and will not have to go in front of the LRA when an occurrence presents itself.

Procurement

There are no costs or related expenses associated with this request.

Recommendation

Respectfully request that the Naval Properties Local Redevelopment Authority (LRA) of the City of Key West approve the delegation of authority to the LRA Chairperson to execute the required Estoppel Certificates for the condominium at the Lofts of Bahama Village.