



## MEMORANDUM

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Date: September 12, 2024

To: Honorable Mayor and Commissioners

Via: Todd Stoughton  
Interim City Manager

From: Christina Bervaldi  
Finance Director

Subject: **24-6296 Approving the attached "Agreement Between the State of Florida, Department of State and City of Key West, Grant Agreement No. 25.h.sm.100.074"**

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### **Introduction**

The City Manager's Office requests approval of the attached "Agreement Between the State of Florida, Department of State and City of Key West, Grant Agreement No. 25.h.sm.100.074" in the amount of \$50,000.00 (no match required) for a Small Matching Grant awarded by the Division of Historical Resources for adaptation surveys of the Waterfront Playhouse, Casa Cayo Hueso, and Tift Ice House. Authorizing the City Manager to execute the necessary documents; authorizing approval and execution of subsequent amendments to this grant agreement which may adjust grant funding allocations to the City or modify the project scope and period of performance; and authorizing necessary budget amendments and transfers to accept the funding.

### **Background**

The Department of State, Division of Historical Resources, provides grant funding for historic preservation. Through the Small Matching Grants Program, funds are provided on a competitive basis to assist local, regional and state-wide efforts to preserve significant historic and archaeological resources. The legislature determines the amount appropriated annually for the program. A Grant Review Panel appointed by the Secretary of State evaluates the applications. The maximum award amount is \$50,000.00. Certified Local Governments (CLGs) in good standing, like the City of Key West, are eligible for a match waiver.

An application for funding from the Small Matching Grants Program was submitted on June 1, 2023. Seventy-one (71) applications from around the state were reviewed and ranked on October 4, 2023 by the Panel. The City's application was ranked number twenty-seven (27).

Grant funds will be used to conduct conditions assessments for the historic Waterfront Playhouse, Casa Cayo Hueso, and Tift Ice House. These assessments will establish a baseline of existing conditions for these structures as related to climatology resiliency and their ability to withstand other-than-normal wind, water, flood and compromised utility conditions. Completed assessments will allow the City to prioritize future funding for rehabilitation and upgrade of at-risk structures. Grant funds will also be used to create three (3) new/updated Florida Master Site File (FMSF) forms.

### **Procurement**

With the approval of 25.h.sm.100.074, the City will receive a maximum of \$50,000.00 for adaptation surveys of the Waterfront Playhouse, Casa Cayo Hueso, and Tift Ice House are budgeted in Revenue Account 1080000-3349000. Expenses are budgeted in Expense Account 1083806-5383100.

### **Recommendation**

The City Manager's Office recommends the City Commission approve the attached "Agreement Between the State of Florida, Department of State and City of Key West, Grant Agreement No. 25.h.sm.100.074" in the amount of \$50,000.00 (no match required) for a Small Matching Grant awarded by the Division of Historical Resources.