



MEMORANDUM

Date: September 25, 2025

To: Honorable Mayor and Commissioners

From: Brian L. Barroso
City Manager

Subject: **25-4464 – Independent Contractor Agreement for Citizen Review Board Executive Director, Thomas Pakenas**

Introduction

Thomas Pakenas has been working as a contracted employee to manage the Citizen Review Board. He is a valued asset to the City of Key West.

Background

Thomas Pakenas has been an asset to the City of Key West as the Executive Director for the Citizen Review Board for the past few years. Historically we have renewed his contract annually. His duties consist of performing day-to-day business matters of the Citizen Review Board. The City shall compensate Mr. Pakenas for services rendered pursuant to this Agreement.

Procurement

The Finance Director has secured funding in 001-1204-512-1200.

Recommendation

The City Manager's Office is recommending approval of the Resolution to renew the annual contract for Thomas Pakenas.