




## MEMORANDUM

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Date: September 14, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress   
City Manager

From: Carolyn Sheldon  
Senior Grants Administrator

Subject: **Approving Tourist Development Council (TDC) grant agreement**

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### Introduction

The City Manager's Office requests the approval of the attached "Grant Award Agreement" Contract ID# 2984 with Monroe County for the Key West Coffee Butler Amphitheater Enhancements Phase 3 project in the amount of \$641,830.00.

### Background

The Key West Coffee Butler Amphitheater was built in 2014 with the assistance of \$2 million in capital funding from TDC. With stunning views of the Gulf of Mexico and world-renowned artist performances, the Amphitheater is a prominent "destination location" for Key West's 2.9 million annual visitors.

The facility regularly hosts outdoor concerts, festivals, and other major events and activities. Over the years, TDC has provided additional capital funding of \$325,000 from past capital funding cycles that allowed the City to complete subsequent enhancements to the Amphitheater such as fencing and speaker strong points and soon, improvements to the parking area.

The City of Key West submitted an application on April 18, 2023 for capital funding from the FY 2024 Capital Project (Bricks and Mortar) Funding cycle to assist with the installation of high-traffic turf on the berm and rubber surface material in the grassy areas in front of the stage to preserve and maintain the quality of the Amphitheater and enhance the guest experience. The District I Advisory Committee (DAC I) approved funds for the project on June 28, 2023. Capital funding will be available (anticipated towards the end of October) after the Grant Award Agreement is approved by both the TDC and the Board of County Commissioners (BOCC).

**Procurement**

The City will receive up to a maximum reimbursement amount of \$641,830.00 to install the high-traffic turf and rubber surface material. Grant revenue will be budgeted in account 1010000 3377001. Expenses will be budgeted in account 1014303 5436300.

**Recommendation**

The City Manager's Office recommends the City Commission approve the attached "Grant Award Agreement" Contract ID# 2984 with Monroe County for the Key West Coffee Butler Amphitheater Enhancements Phase 3 project in the amount of \$641,830.00.