



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### City Commission

*Mayor Danise Henriquez*  
*Vice-Mayor Lissette Carey*  
*Commissioner Aaron Castillo*  
*Commissioner Monica Haskell*  
*Commissioner Mary Lou Hoover*  
*Commissioner Sam Kaufman*  
*Commissioner Donald "Donie" Lee*

### Charter Officials

*Brian L. Barroso, City Manager*  
*Keri O'Brien, City Clerk*  
*Ronald Ramsingh, City Attorney*

---

Tuesday, April 1, 2025

9:00 AM

City Hall

---

**ADA Assistance:** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number 1-800-955-8771 or for voice 1-800-955-8770 or the ADA Coordinator at 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

**FOR VISUAL PRESENTATIONS:** For City Commission meetings the City Clerk's Office will need a copy of the presentation for the agenda at least 7 days before the meeting.

### MORNING SESSION

**CALL MEETING TO ORDER - 9:00 P.M.**

### ROLL CALL

*Commissioner Hoover attended virtually via media technology. After Roll Call, she experienced technical difficulties and was unable to communicate and could not continue to be counted as present.*

**Present** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

**INVOCATION - Pastor Max Llama**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

## CITIZEN COMMENTS

## APPROVAL OF AGENDA

*Commissioner Lee and Vice Mayor Carey called for a Special Meeting to be held April 16, 2025 at 5:00 PM to hear Item #46. Commissioner Castillo then made a motion, seconded by Vice Mayor Carey, to postpone Item #47 to that Special Meeting. The motion passed unanimously. The agenda was then unanimously approved as amended.*

## CONSENT AGENDA\*

**\*Item is considered to be routine and enacted by one motion with no separate discussion, unless requested by a Commission Member. The City of Key West may take action on any matter during this meeting, including items that are not set forth within this agenda.**

## MINUTES

1 \*March 4, 2025

**Attachments:** [Minutes](#)

**Passed**

## RESOLUTIONS

2 \*Adopting amended rules of procedure for City Commission meetings.

**Sponsors:** Commissioner Haskell

**Attachments:**      [Resolution](#)

**Passed**

Enactment No: Res 25-053

3

\*Authorizing Sloppy Joe's Enterprises, Inc. to conduct the Annual Sloppy Joe's Look-Alikes Running of the Bulls on Saturday, July 26, 2025, from 11:30 A.M. to 10:00 P.M. (Set up 9:00 A.M. to 11:00 P.M.) pursuant to terms and conditions set forth by the City Manager; Authorizing the closure of Greene Street between Duval and Ann Streets from 9:00 A.M. to 11:00 P.M.; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Application & Approvals](#)

**Passed**

Enactment No: Res 25-054

4

\*Authorizing Integrity Multisport, Inc. to conduct the "Southernmost Half Marathon" on Sunday, October 12, 2025, from 6:00 A.M. to 10:00 A.M. (Set up will be at Higgs Beach on Saturday, October 11, 2025); The race will be starting from Higgs Beach Park and ending at Higgs Beach Park after running through the City; Pursuant to terms and conditions set forth by the City Manager.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Application & Approvals](#)

**Passed**

Enactment No: Res 25-055

**5**                    \*Approving the City Attorney Performance Form and Evaluation of Ronald J. Ramsingh (2025).

**Sponsors:**        City Attorney Ramsingh

**Attachments:**    [Resolution](#)  
                          [2025 City Attorney's Combined Score](#)  
                          [Mayor Henriquez](#)  
                          [Commissioner Carey](#)  
                          [Commissioner Castillo](#)  
                          [Commissioner Haskell](#)  
                          [Commissioner Hoover](#)  
                          [Commissioner Kaufman](#)  
                          [Commissioner Lee](#)

**Passed**

Enactment No: Res 25-056

**6**                    \*Approving the attached First Amendment to the "Hawk Missile Site/Higgs Beach Interlocal Agreement" to increase compliance to four years with regard to the construction of the multi purpose field.

**Sponsors:**        City Attorney Ramsingh

**Attachments:**    [Resolution](#)  
                          [Cover Memo](#)  
                          [First Amendment](#)  
                          [PRAB 25-01 Approving 1st Amendment ILA](#)

**Passed**

Enactment No: Res 25-057

7

\*Ratifying and Emergency Change Order to and Emergency Task Order pursuant to City Ordinance Section 2-797(2), under the City's General Utilities and Infrastructure Contract with Charley Toppino & Sons, Inc. in an amount not to exceed \$31,001.00 (\$80,501.00 Total Project Cost) for additional necessary repairs at Fire Station #3; Authorizing any necessary budget adjustments; Authorizing the City Manager to execute document upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Emergency Declaration](#)  
[Task Order](#)  
[Change Order 1](#)  
[Bid Prices](#)  
[General Utilities Services Contract Large File](#)  
[Fire Station #3 Report](#)  
[Fire Station #3 -Beam Inspection Report](#)  
[Resolution 23-029](#)  
[Resolution 21-125](#)

**Passed**

Enactment No: Res 25-058

- 8                   \*Approving Change Order No. 1 in the amount of \$66,838.90 to the Task Order between the City and KCI Technologies, Inc. for design services of the Caroline Street TIF Improvements Project; Authorizing any necessary budget transfers and adjustments; Authorizing the City Manager to execute any necessary documents upon consent of the City Attorney.

**Sponsors:**           City Manager Barroso

**Attachments:**       [Resolution](#)  
                          [Cover Memo](#)  
                          [Change Order No. 1](#)  
                          [Proposed Scope](#)  
                          [Resolution 22-071](#)  
                          [Resolution 23-029](#)  
                          [KCI contract](#)

**Passed**

Enactment No: Res 25-059

- 9                   \*Awarding the Bid of Charley Toppino & Sons, Inc. received in response to Invitation to Bid ("ITB") 25-001 for the Pump Station "F" Grinder Installation Project (Project Number SE 35032401) in an amount not to exceed \$916,500.00, pursuant to Section 2-798(b)(1); Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager to execute a contract in substantial conformance with the bid proposal, upon consent of the City Attorney.

**Sponsors:**           City Manager Barroso

**Attachments:**       [Resolution](#)  
                          [Cover Memo](#)  
                          [ITB 25-001 Bid Memo](#)  
                          [ITB 25-001 Pump Station F Bid Documents](#)  
                          [Email From Toppino's Outlining Willingness to Match Lowest Bid](#)  
                          [CTS Revised Bid](#)  
                          [Reynolds Construction Proposal](#)

**Passed**

Enactment No: Res 25-060

- 10                    \*Approving a one year extension of the Contract between the City and Charley Toppino and Sons, Inc. for Right of Way Improvements on a Task Order basis, in accordance with the terms specified in ITB 22-010; Authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

**Sponsors:**            City Manager Barroso

**Attachments:**        [Resolution](#)  
                              [Cover Memo](#)  
                              [Resolution 22-289](#)  
                              [ITB 22-010 Contract](#)  
                              [ITB 22-010](#)

**Passed**

Enactment No: Res 25-061

- 11                    \*Authorizing pursuant to Section 2-771(3)(c) of the Code of Ordinances the disposal of up to twenty-three surplus and obsolete City-owned vehicles equipment and improvements, set forth in the attached "Exhibit A - Vehicle List" through a bulk sale bid request process to the highest bidder.

**Sponsors:**            City Manager Barroso

**Attachments:**        [Resolution](#)  
                              [Cover Memo](#)  
                              [2025 Sale of Vehicles](#)

**Passed**

Enactment No: Res 25-062

12

\*Approving the attached "Amendment No. 2 to Agreement No. 22MO2 between Florida Department of Environmental Protection and City of Key West" to change the Agreement begin date to October 1, 2017 for Beach Nourishment Funding Assistance Program funding for the 2019 Smathers Beach Nourishment Project; Approving any necessary budget adjustments; Authorizing the City Manager to execute the necessary documents upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[22MO2 Amendment 2](#)  
[Resolution 21-167](#)  
[Resolution 24-307](#)

**Passed**

Enactment No: Res 25-063

13

\*Approving under the General Architectural Services Contract with Bender & Associates, P.A., a Task Order for condition assessments of two Key West historic structures provided through RFQ #22-010; Authorizing any necessary budget transfers and adjustments; Authorizing the City Manager to execute any necessary documents upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Task Order](#)  
[Bender Associates General Services Agreement](#)  
[Resolution 22-236](#)

**Passed**

Enactment No: Res 25-064



- 14                   \*Authorizing a \$500.00 donation from the Law Enforcement Officers Trust Fund (State Forfeiture Funds) to the Key West High School Operation Graduation Program (2025), pursuant to Florida Statutes Section 932.7055; Authorizing any necessary budget transfer or adjustment.

**Sponsors:**           City Manager Barroso

**Attachments:**       [Resolution](#)  
                              [Cover Memo](#)  
                              [2025 Operation Graduation Letter](#)

**Passed**

Enactment No: Res 25-065

- 15                   \*Authorizing a \$1,000.00 donation from the Law Enforcement Officers Trust Fund (State Forfeiture Funds), pursuant to Florida Statutes Section 932.7055, to Special Olympics Florida - Monroe County Program (2025).

**Sponsors:**           City Manager Barroso

**Attachments:**       [Resolution](#)  
                              [Cover Memo](#)  
                              [Special Olympics Request Letter](#)

**Passed**

Enactment No: Res 25-066

16

\*Approving the attached "Public Transportation Grant Agreement" (PTGA) between the Florida Department of Transportation (FDOT) and the City of Key West for SFY2025 FTA Section 5339 Rural Bus and Bus Facility Capital Funds in an amount not to exceed \$213,000.00; Authorizing the City Manager to execute necessary documents and necessary budget amendments.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Public Transportation Grant Agreement](#)  
[Resolution 23-113](#)  
[Email Confirming 100% funding](#)

**Passed**

Enactment No: Res 25-067

17

\*Approving the attached "State of Florida Department of Environmental Protection Standard Grant Agreement No. KG003" in the amount of \$1,100,000.00 between the Florida Department of Environmental Protection (FDEP) and the City of Key West for design, project management, and construction of the Dennis Street Phase 2 Project; Authorizing the City Manager to execute the necessary documents; Authorizing approval and execution of subsequent amendments to the Grant Agreement which may adjust grant funding allocations to the City or modify the project scope and period of performance; and authorizing any necessary budget amendments and transfers to accept the funding.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Agreement KG003](#)  
[Resolution 13-067](#)  
[Resolution 13-235](#)

**Passed**

Enactment No: Res 25-068

- 18                    \*Approving three proposals from Raftelis Financial Consultants, Inc. in an amount not to exceed \$78,090.00 to provide Utility Rate Models for preparation of the City's FY 2025-26 sewer, stormwater and solid waste budget, pursuant to Section 2-797(4)(b) of the Code of Ordinances.

**Sponsors:**            City Manager Barroso

**Attachments:**        [Resolution](#)  
                              [Cover Memo](#)  
                              [KW Sewer Rate Model Update Proposal](#)  
                              [KW Solid Waste Rate Model Update Proposal](#)  
                              [KW Storm Rate Model Update Proposal](#)

**Passed**

Enactment No: Res 25-069

#### **Approval of the Consent Agenda**

A motion was made by Commissioner Castillo, seconded by Vice Mayor Carey to Approve the Consent Agenda. The motion was carried unanimously.

#### **PROCLAMATIONS**

- 19                    Claire Hurd Day

**Sponsors:**            Mayor Henriquez

**Attachments:**        [Proclamation](#)

**Received and Filed**

- 20                    Earth Action Day

**Sponsors:**            Mayor Henriquez

**Attachments:**        [Proclamation](#)

**Received and Filed**

- 21                    Arbor Day

**Sponsors:**            Mayor Henriquez

**Attachments:**        [Proclamation](#)

**Received and Filed**

**22** National Public Safety Telecommunications Week

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

Received and Filed

**23** National Public Health Week

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

Received and Filed

**24** Sexual Assault Awareness Month

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

Received and Filed

**25** National Fair Housing Month

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

Received and Filed

**26** Conch Republic Month

**Sponsors:** Mayor Henriquez

**Attachments:** [Proclamation](#)

Received and Filed

**PRESENTATIONS**

*Commissioner Hoover regained communication abilities and was present for the remainder of the meeting.*

27 City of Key West Employee Service Awards, April 2025 -  
Bridget Flores, Human Resources

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo](#)

Received and Filed

28 Ambassador Class 42 Graduation

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo](#)

Received and Filed

29 HARC Year in Review - Haven Burkee, Chairman

**Sponsors:** City Manager Barroso

**Attachments:** [Presentation](#)

Received and Filed

30 City Recycling Program Update - Keely Kessler, Recycling  
Coordinator

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo](#)

[Presentation](#)

Received and Filed

**RESOLUTIONS - Cont'd**

31 Appointing Dr. Corey Malcolm to the Key West Sculpture  
Garden Memorial Selection Committee.

**Sponsors:** Mayor Henriquez

**Attachments:** [Resolution](#)

[Dr. Corey Malcolm Bio](#)

[Resolution 95-469 Establishing KW Sculpture Garden Selection  
Committee](#)

[Resolution 95-468 Establishing KW Sculpture Garden Memorial](#)

A motion was made by Commissioner Lee, seconded by Commissioner Haskell, that the Resolution be Passed. The motion carried by the following vote:

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-070

32

Directing the City Manager to change the name of the Code Compliance Department to the Code Enforcement Department.

**Sponsors:** Commissioner Lee

**Attachments:** [Resolution](#)  
[Cover Memo](#)

**A motion was made by Commissioner Castillo, seconded by Commissioner Lee, that the Resolution be Passed. The motion carried by the following vote:**

**No:** 1 - Commissioner Kaufman

**Yes:** 6 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-071

33

Naming the observation deck/boardwalk at Lake McKillip, as "Payne's Crossing" in recognition of Hon. Richard G. Payne, and his dedicated career of public service and environmental advocacy for the City and citizens of Key West.

**Sponsors:** Commissioner Carey, Mayor Henriquez, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover and Commissioner Lee

**Attachments:** [Resolution](#)

**A motion was made by Vice Mayor Carey, seconded by Commissioner Haskell, that the Resolution be Passed. The motion carried by the following vote:**

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-072

34

Approving the attached Amendment to the Ground Lease between the City of Key West and Key West Golf Club, LLC to provide for residential, non-transient use.

**Sponsors:** City Attorney Ramsingh

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Request for Lease Amendment](#)  
[Amendment to Ground Lease](#)  
[Golf Course Lease](#)  
[Resolution 96-437 Including Lease](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Lee, that the Resolution be Passed with an amendment to the Ground Lease Amendment to limit the units of residential use to two (and no more) BPAS units. The motion carried by the following vote:

**No:** 1 - Commissioner Kaufman

**Yes:** 6 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-073

35

Approving the attached adjusted dockage rates at Garrison Bight Marina; Authorizing annual CPI adjustments; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager to execute documents upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Rate Study](#)  
[Public Comment - Boettger](#)

A motion was made by Commissioner Kaufman, seconded by Commissioner Castillo, that the Resolution be Postponed to May 6, 2025. The motion carried by the following vote:

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

#### CITY MANAGER'S REPORT

36

## Department Reports

**Attachments:**    [February 2025 Building Dept](#)  
[February 2025 Code Compliance & Licensing](#)  
[February 2025 Community Services](#)  
[February 2025 Engineering Dept.](#)  
[February 2025 Finance](#)  
[February 2025 Fire](#)  
[February 2025 Housing and Community Development](#)  
[February 2025 HR Dept](#)  
[February 2025 Information Technology](#)  
[February 2025 KWPD](#)  
[February 2025 Parking Dept.](#)  
[February 2025 Port Marine Services](#)  
[February 2025 Property Manager](#)  
[February 2025 Public Information](#)  
[February 2025 Transit](#)  
[February 2025 Utilities](#)  
[February 2025 Planning Dept.](#)

Received and Filed

CITY ATTORNEY'S REPORT

CITY CLERK'S REPORT

COMMISSION COMMENTS

RECESS - 11:27 A.M.



**EVENING SESSION**

**RECONVENE - CALL TO ORDER - 5:00 P.M.**

**ROLL CALL**

**Present** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell,  
Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and  
Mayor Henriquez

**INVOCATION - Pastor Max Llama**

**PLEDGE OF ALLEGIANCE**

**CITIZEN COMMENTS**

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as amended*

**ORDINANCES – FIRST READING**

37

**Official Future Land Use Map Amendment of the Comprehensive Plan - 715 Seminole Avenue (RE# 00037230-000100; AK# 8735669) and 811 Seminole Avenue (RE# 00037160-000100; AK# 8735677) - An Ordinance of the City of Key West, Florida, amending the boundaries of the Official Future Land Use Map of the City of Key West Comprehensive Plan for properties located at 715 Seminole Avenue and 811 Seminole Avenue; Amending the Future Land Use Map Legend from Historic Residential to Historic Commercial for the parcels stated above pursuant to Chapter 90, Article VI, Division 3 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for severability; Providing for the repeal of inconsistent provisions; Providing for transmittal to the State Land Planning Agency; Providing for the filing with the Secretary of State and for an effective date; Providing for the inclusion into the City of Key West Comprehensive Plan.**

**Sponsors:** City Manager Barroso

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[811 Seminole Proposed Covenant - 3.11.25](#)  
[715 Seminole Proposed Covenant - 3.11.25](#)  
[PB Resolution 2024-010](#)  
[Staff Report 3.12.24](#)  
[715-811 Seminole FLUM Planning Package\\_231214](#)  
[Cover Memo - 5.9.24](#)  
[Public Comments - In Support](#)  
[Public Comments - Opposed](#)  
[Public Comments - Opposed \(2\)](#)  
[Public Comments - Opposed \(3\)](#)  
[Casa Marina Appraisal Report](#)  
[Casa Marina Workforce-Villa Project Site Plan](#)  
[Applicant Presentation](#)

**A motion was made by Commissioner Hoover, seconded by Vice Mayor Carey, that the Ordinance be Passed to Second Reading. The motion failed with Commissioners Carey, Castillo, Haskell, Kaufman, and Lee voting No and**

Commissioner Hoover and Mayor Henriquez voting Yes.

Meeting went into Recess - 6:31 P.M.

Meeting Reconvened - 6:39 P.M.

After reconvening, the applicant withdrew Items #37 and #38

38

**Official Zoning Map Amendment of the Land Development Regulations - 715 Seminole Avenue (RE# 00037230-000100; AK# 8735669) and 811 Seminole Avenue (RE# 00037160-000100; AK# 8735677) - An Ordinance of the City of Key West, Florida, amending the boundaries of the Official Zoning Map for properties located at 715 Seminole Avenue and 811 Seminole Avenue; Amending the boundaries of the Official Zoning Map category from Historic Medium Density Residential (HMDR) to Historic Commercial Tourist (HCT) for the parcels stated above pursuant to Chapter 90, Article VI, Division 2 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for concurrent and conditional adoption upon adoption of Comprehensive Plan amendments; Providing for severability; Providing for an effective date.**

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo](#)  
[Ordinance](#)  
[DRAFT Executed Restrictive Covenants](#)  
[PB Resolution 2024-011](#)  
[Staff Report 3.12.24](#)  
[715-811 Seminole Zoning Planning Package](#)  
[Cover Memo 5.1.24](#)  
[Public Comments - In Support](#)  
[Public Comments - Opposed](#)  
[Public Comments - Opposed \(2\)](#)  
[Public Comments - Opposed \(3\)](#)  
[Casa Marina Appraisal Report](#)  
[Casa Marina Workforce-Villa Project Site Plan](#)  
[Applicant Presentation](#)

Withdrawn

## RESOLUTIONS

39

**Easement -1904-1908 Flagler Avenue (RE# 00063480-000000 & RE# 00063450-000000) -** Approving an Easement of approximately on hundred and sixteen (116.87) square feet for proposed overhangs on a proposed education facility that would extend on to the City of Key West right-of-way, for a property located at 1904-1908 Flagler Avenue (RE# 00063480-000000 and RE# 00063450-000000) within the Limited Commercial (CL) Zoning District pursuant to Section 2-938(B)(3) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; providing fees and conditions.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Easement Agreement](#)  
[Planning Package](#)

**A motion was made by Commissioner Castillo, seconded by Commissioner Haskell, to Approve the Easement. The motion carried by the following vote:**

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-074

40

**Easement - 425 Catherine Street (RE# 00027990-000000)** - Approving an Easement of approximately two hundred and ninety-six (296) square feet, at a property located at 425 Catherine Street, in order to maintain a fence, and brick pavers which encroach on City owned right-of-way adjacent to Catherine Street for a property located within the Historic Medium Density Residential (HMDR) Zoning District pursuant to Section 2-938(b)(3) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; providing fees and conditions.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Easement Agreement](#)  
[Planning Package](#)

**A motion was made by Commissioner Castillo, seconded by Vice Mayor Carey, to Approve the Easement. The motion carried by the following vote:**

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-075

41

**Major Modification to a Major Development Plan and Landscape Waiver - 0 Duval Street (RE# 00000120-018800)** - Granting approval for a Major Modification to a Major Development Plan to allow for remodeling and site plan modifications at an existing hotel located at 0 Duval Street (RE# 00000120-018800) in the Historic Residential Commercial Core - 1 Zoning District, pursuant to Section 108-91 of the Land Development Regulations of the City of Key West, Florida.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Final Landscape Plan Approval](#)  
[Planning Package](#)  
[Planning Board Resolution 2025-006](#)  
[Planning Board Resolution 2025-007](#)  
[Staff Report - MDP & Variance. Revised 2.12.25](#)  
[Staff Report - MDP & Variance](#)  
[Conceptual Landscape Plan Approval](#)  
[Building Sprinkler Criteria Analysis](#)  
[Keys Energy - Comments](#)  
[Urban Forestry- Comments](#)  
[Noticing Package](#)

**A motion was made by Commissioner Castillo, seconded by Commissioner Haskell, to Approve the Major Modification to a Major Development Plan and Landscape Waiver. The motion carried by the following vote:**

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-076

42

**Major Development Plan - 907 Caroline Street (RE# 00072082-004505) - Granting Major Development Plan approval for construction of a two-story mixed-use building with commercial and institutional uses on the first floor and four affordable workforce housing units on the second floor on property located within the Historic Residential Commercial Core Key West Bight (HRCC-2) Zoning District pursuant to Chapter 108; Section 108-91, and Article III through IX; and Chapter 122, Article IV, Division 7, Subdivision III of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[PB Resolution - MDP](#)  
[PB Resolution - Variance](#)  
[Staff Report](#)  
[Planning Package](#)  
[Final Landscape Plan Approval Memo](#)  
[Conceptual Landscape Plan Approval Letter & Map](#)  
[Keys Energy- Comments](#)  
[Urban Forestry- Comments](#)  
[Noticing Package](#)  
[Signed COA and Decision Letter Approved](#)

**A motion was made by Commissioner Haskell, seconded by Commissioner Castillo, to Approve the Major Development Plan. The motion carried by the following vote:**

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-077



43

**Minor Development Plan - 218 Duval Street (RE# 00001400-000000) - Granting Minor Expansion Plan**  
Approval to allow for the expansion of food service to the existing rear yard consumption area and construction of a wood-framed pavilion, located in the HRCC-1 Zoning District, pursuant to Section 108-91 and Chapter 122, Article IV, Division 7, Subdivision II of the Land Development Regulations of the City of Key West; providing for an effective date.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[PB Resolution 2025-008](#)  
[Staff Report](#)  
[Tree Commission Approval](#)  
[Signed COA and Decision Letter with Conditions](#)  
[Planning Package](#)  
[Noticing Package](#)  
[Public Comments - In Support](#)  
[Public Comments - Opposed](#)  
[Public Comments - General](#)

**A motion was made by Commissioner Castillo, seconded by Commissioner Lee, to Approve the Minor Development Plan based on competent substantial evidence that was presented in reports, testimony, and evidence and in compliance with the Comprehensive Plan and LDRs. The motion carried by the following vote:**

**No:** 2 - Commissioner Haskell and Commissioner Kaufman

**Yes:** 5 - Vice Mayor Carey, Commissioner Castillo, Commissioner Hoover, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-078

44

**Major Development Plan, Conditional Use - 3200 N. Roosevelt Boulevard (RE# 00066120-000000) -** Granting a Major Development Plan and Conditional Use approval for redevelopment of a shopping center with 179,420 square feet of commercial retail on property located within the General Commercial (CG) Zoning District pursuant to Chapter 108, Section 108-91, and Article III through IX; and Chapter 122, Article IV, Division 4, Subdivision III of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Sponsors:** City Manager Barroso

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Planning Board Resolution](#)  
[Final Landscape Plan Approval w conditions](#)  
[Staff Report](#)  
[Planning Package](#)  
[Keys Energy - Comments](#)  
[Urban Forestry- Comments](#)  
[Utilities- Comments](#)  
[Noticing Package](#)  
[Applicant Presentation](#)

**A motion was made by Commissioner Castillo, seconded by Commissioner Lee, to Approve the Major Development Plan, Conditional Use based on competent substantial evidence presented in staff report, and testimony given. The motion carried by the following vote:**

**No:** 1 - Commissioner Kaufman

**Yes:** 6 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Lee and Mayor Henriquez

Enactment No: Res 25-079

**ORDINANCES – FIRST READING - Cont'd**

45

**Text Amendment to the Historic Architectural Review Commission's Guidelines** - An Ordinance of the City of Key West, Florida, to amend the Historic Architectural Review Commission Guidelines for Foundations & Lattice Infill, specifically Section VI (M.) Foundations & Lattice Infill, as referenced in Chapter 90 (Administration), Article II, Division 4 - Historic Architectural Review Commission of the City of Key West Land Development Regulations; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[Staff Report](#)  
[Planning Board Resolution](#)

**A motion was made by Commissioner Lee, seconded by Commissioner Haskell, that the Ordinance be Passed to Second Reading. The motion carried by the following vote:**

**Yes:** 7 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

Enactment No: PB Resolution 2025-12

46

**Postponed to April 16, 2025 at 5:00 P.M. (Special Meeting) - Text Amendment of the Land Development Regulations** - An Ordinance of the City of Key West, Florida, to amend Chapter 122 of the Land Development Regulations, entitled "Zoning", Article V entitled "Supplementary District Regulations", Division 10 entitled "Work Force Housing" pursuant to Section 90-158 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Modifying Section 122-1466, entitled "Definitions" by amending the Definitions of Terms related to affordability, household income categories, family size, development, and removing a definition for redevelopment; Modifying Section 122-1467, entitled "Requirements of Affordable Work Force Housing", including amendments to remove workforce housing requirements for redevelopment projects, modify linkage provisions, expand the geographical area where linkages are permitted, increase fees-in-lieu, modify provisions regarding the type of affordable units that are required for new development projects; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[Applicant's Memo](#)  
[Code Amendment Summary by Staff](#)  
[Planning Board Staff Report on Applicant Proposal 2.20.25](#)  
[Planning Board Staff Report on Staff Alternative 2.20.25](#)  
[Letter of Opposition](#)

**Postponed to Special Meeting to be held April 16, 2025 at 5:00 P.M.**

Enactment No: PB Resolution 2025-13

**ORDINANCES - SECOND READING (Public Hearing and Proposed Adoption)**

47

An Ordinance of the City of Key West, Florida, pursuant to Section 8.01 of the Key West Charter proposing that Section 3.01(a) of the Key West Charter be amended to change the term of Mayor from two years to four years; Proposing that Section 3.01(b) of the Key West Charter be amended to amend the term limits for future mayors of the City Commission; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Mayor Henriquez

**Attachments:** [Revised Ordinance](#)  
[Ordinance](#)  
[Cover Memo](#)  
[FL League of Cities Memo](#)

**A motion was made by Commissioner Lee, seconded by Commissioner Castillo, that the Ordinance be Adopted. The motion carried by the following vote:**

**No:** 1 - Commissioner Kaufman

**Yes:** 6 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Hoover, Commissioner Lee and Mayor Henriquez

Enactment No: Ord 25-11

#### COMMISSION COMMENT

**ADJOURNMENT - 8:13 P.M.**