



MEMORANDUM

Date: May 7, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bervaldi
Director of Finance

From: Carolyn Sheldon
Senior Grants Administrator

Subject: **File ID 26-5345 Approving the attached “Amendment (2nd Amendment) to Agreement” ID #2324**

Introduction

The City Manager’s Office requests approval of the attached "Amendment (2nd Amendment) to Agreement" ID #2324 City of Key West Beach Maintenance Multi Year Grant Project with the Board of County Commissioners for Monroe County (BOCC) on behalf of the Monroe County Tourist Development Council (TDC) to incorporate Maintenance of Higgs Beach due to the conveyance of the property from Monroe County to the City of Key West. Authorizing any necessary budget transfers or amendments. Authorizing the Mayor to execute necessary documents upon advice and consent of the City Attorney.

Background

Funding for this Agreement is through TDC bricks and mortar capital funding. Originally entered into for FY 2019 – FY 2024 funding in the amount of \$790,500.00 per fiscal year (Resolution 20-020, January 22, 2020), the Agreement is in the extension period (1st Amendment) which began FY 2025 and ends FY 2029 (Resolution 24-043, March 14, 2024).

The 2nd Amendment incorporates Maintenance of Higgs Beach due to the conveyance of the property.

The County has utilized Tourist Development Tax (TDT) revenues from District I – The City Limits of Key West (DAC I) to operate and maintain Higgs Beach. Operations and maintenance

costs total \$658,632 (at approximate values) and includes \$305,815 for beach clean-up/sand renourishment; \$193,917 for maintenance employees' salaries; \$108,900 for utilities such as electric, water, sewer, and trash pick up; and \$50,000 for pest control and other general repair, maintenance, and operating expenses.

Procurement

With the approval of the 2nd Amendment, funding for Beach Maintenance will increase by a total of \$2,503,767.39 over FY 2026 – FY 2029 and will be budgeted in the newly established Higgs Beach Fund, Revenue Account Number 1090000-3377001. Expenses will be budgeted in Expense Account Number 1097204-5723400.

Funding amounts for both the 1st Amendment (current) and the 2nd Amendment (with Higgs Beach) are below:

CURRENT				2nd AMENDMENT		
	FY	Period of Performance	1st Amendment Contract Amount	Period of Performance	Additional Amount for Higgs Beach Conveyance	2nd Amendment Contract Amount
Year 1	FY 2025	10/1/24-9/30/25	\$ 865,000.00	n/a	n/a	\$ 865,000.00
Year 2	FY 2026	10/1/25-9/30/26	\$ 900,000.00	5/1/26-9/30/26	\$ 293,767.39	\$ 1,193,767.39
Year 3	FY 2027	10/1/26-9/30/27	\$ 935,000.00	10/1/26-9/30/27	\$ 705,000.00	\$ 1,640,000.00
Year 4	FY 2028	10/1/27-9/30/28	\$ 970,000.00	10/1/27-9/30/28	\$ 735,000.00	\$ 1,705,000.00
Year 5	FY 2029	10/1/28-9/30/29	\$ 1,005,000.00	10/1/28-9/30/29	\$ 770,000.00	\$ 1,775,000.00
TOTALS			\$ 4,675,000.00	TOTALS	\$ 2,503,767.39	\$ 7,178,767.39

Recommendation

The City Manager's Office recommends the City Commission approve the attached "Amendment (2nd Amendment) Agreement" ID #2324 with the Board of County Commissioners for Monroe County on behalf of the Tourist Development Council (TDC) for the City of Key West Beach Maintenance Multi Grant Project to incorporate Maintenance of Higgs Beach due to the conveyance of the property from Monroe County to the City of Key West.