



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

TO: Patti McLauchlin, City Manager
Todd Stoughton, Assistant City Manager

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: July 30, 2021

RE: **Tourist Development Council Grant Award Agreement
Mallory Square Public Restrooms (Public Facilities)**

ACTION STATEMENT:

Resolution approving the Grant Award Agreement to accept the Tourist Development Council (TDC) grant for the Mallory Square Public Restrooms (Public Facilities) Project in an amount not to exceed \$713,387.00 to assist with a tourism impact study and with the construction and/or remodel of the public restrooms. The necessary budget amendments or transfers to accept the funding will be approved.

BACKGROUND:

The City of Key West submitted an application on April 27, 2021 for TDC funding from their 2022 Bricks and Mortar Capital Projects funding cycle, public facilities category, to assist with a tourism impact study and with improvements to the public restrooms at Mallory Square. Public Facilities requests must be in accordance with the conditions set forth in F.S. 125.0104(5)(a)(6).

The District I Advisory Committee (DAC I) approved funds for the project on June 23, 2021. The attached Grant Award Agreement will go before the Board of County Commissioners for approval in October. If approved, the City will then move forward with a tourism impact study and continue through the approval process as outlined in the public facilities funding flow chart.

PURPOSE AND JUSTIFICATION:

Since Mallory Square was converted in the early 1980's from a parking lot to the plaza as it is known today, it has only received minimal upgrades. The current restroom facilities have become degraded by age, overuse, having below industrial grade fixtures, and in general being too small with too few stalls to meet the demand placed on them by the constant stream of visitors from Mallory Square and the downtown Key West area.

FINANCIAL IMPACT:

Expenses estimated at \$1,013,982.00 (includes a 30% City cost share of \$300,595.00 by Florida statute) for the Mallory Square Restrooms project will be budgeted in FY 2021-2022 Fund 101, Account 1014302-5436300 (Infrastructure

Key to the Caribbean – Average yearly temperature 77° F.

Surtax / Port Operations / Infrastructure) with the one cent sales surtax as the revenue source. Grant revenues of \$713,387.00 will be budgeted in Account 1010000-3377001 (Infrastructure Surtax / Revenue / TDC Grant):

\$ 12,000 Representing 100% of the estimated cost of the tourism impact study

\$701,387 Representing 70% (maximum funding allowable under the statute) of the estimated construction cost

\$713,387 Total TDC funding

RECOMMENDATION:

Staff recommends approving the attached Grant Award Agreement to accept the Tourist Development Council (TDC) grant for the Mallory Square Public Restrooms (Public Facilities) project in an amount not to exceed \$713,387.00 to assist with a tourism impact study and with the construction and/or remodel of the public restrooms.