



# 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*

*Todd Stoughton, Interim City Manager*  
*Keri O'Brien, City Clerk*  
*Ronald Ramsingh, City Attorney*

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Tuesday, January 7, 2025

9:00 AM

City Hall

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**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 - 9:02 A.M.**

#### **ROLL CALL**

**Absent** 1 - Commissioner Hoover

**Present** 6 - Vice Mayor Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Kaufman, Commissioner Lee and Mayor Henriquez

**INVOCATION - Pastor Buck Legreco, Grace Lutheran Church**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

#### **CITIZEN COMMENTS**

*Commissioner Hoover was present via virtual media technology at 9:08 A.M.*

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented*

**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 \*December 12, 2024

Attachments: [Minutes](#)

**RESOLUTIONS**

2 \*Authorizing Southernmost Beach Resort/Southernmost Beach Cafe to conduct the Roots on the Rock/Big Game Tailgate and Watch Party at South Beach and Duval Street Pocket Park on Saturday, February 8, 2025, from 12:00 P.M. to 10:00 P.M. and Sunday, February 9, 2025, from 12:00 P.M. to 11:59 P.M. (Tear down on Monday, February 10, 2025); Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.

Sponsors: Interim City Manager Stoughton

Attachments: [Resolution](#)  
[Cover Memo](#)  
[Application & Approvals](#)  
[Food Booth and Vendor Regulations](#)  
[Fire Dept. Comments](#)

**Passed**

Enactment No: Res 25-001

3 \*Authorizing ATL Productions and El Siboney to conduct the Florida Keys Latin Festival at Bayview Park on Saturday, March 22, 2025, from 11:00 A.M. to 8:00 P.M. and Sunday,

March 23, 2025, from 11:00 A.M. to 5:00 P.M. (set up Thursday, March 20, 2025 and Friday, March 21, 2025, and tear down on Sunday, March 23, 2025); Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.

**Sponsors:** Interim City Manager Stoughton

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

**Passed**

Enactment No: Res 25-002

- 4 \*Approving the attached Employment Agreement between the City of Key West and Brian L. Barroso for the position of City Manager.

**Sponsors:** City Attorney Ramsingh

**Attachments:** [Resolution](#)  
[Barroso Employment Agreement](#)

**Passed**

Enactment No: Res 25-003

- 5 \*Authorizing the proposal from Crosshair Construction to mill and pave seven (7) roadway trench repairs, in an amount not to exceed \$49,874.00; Authorizing any necessary budget adjustments; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Crosshair Quote REV](#)  
[General Asphalt Quote](#)  
[CT&S Quote](#)

**Passed**

Enactment No: Res 25-004

- 6 \*Ratifying an Emergency Change Order #4 (PCCO #004), authorized by the City Manager on December 20, 2024, pursuant to City Ordinance Section 2-797(2), in the amount of \$419,617.30 with Keystar, Inc. to add a new force main, wastewater lift station, and roof insulation to the John Jones Navigation Center Project (JJNC) awarded in Res #24-021 (Project IS19002101); Authorizing any necessary budget transfers and amendments; Authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Change Order 4 Signed](#)  
[Change Order 3 Signed](#)  
[Change Order 2 Signed](#)  
[Change Order 1 Signed](#)  
[PO with Change Order 1](#)

**Passed**

Enactment No: Res 25-005

- 7 \*Authorizing the purchase for the Fire Department of 6 Scott Air-Pak X3 Pro Self Contained Breathing Apparatus (SCBA) units with accessories and twenty-four Snap-Change Cylinders with accessories from Municipal Emergency Services, Inc. (MES), pursuant to Government Contract (Lake County Contract #22-730G), pursuant to Section 2-797(3) of the Code of Ordinances in an amount of \$86,430.00; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:**    [Resolution](#)  
                          [Cover Memo](#)  
                          [Purchasing Memo](#)  
                          [MES Proposal](#)  
                          [Lake County Contract 22-730G](#)

**Passed**

Enactment No: Res 25-006

- 8                    \*Approval the Award of the Art in Public Places (AIPP) Administrative Services RFQ 25-001 to Florida Keys Council of the Arts.

**Sponsors:**        Interim City Manager Stoughton

**Attachments:**    [Resolution](#)  
                          [Cover Memo](#)  
                          [RFQ 25-001 - AIPP Administration Services Bid Documents](#)  
                          [Florida Keys Council of the Arts Proposal](#)

**Passed**

Enactment No: Res 25-007

- 9                    \*Authorizing the purchase of seven (7) 2025 Ford Interceptor marked patrol vehicles, three (3) 2025 Ford Interceptor unmarked vehicles, and one (1) 2025 Ford F-250 Pick-up truck with accessories in a total amount not to exceed \$683,103.42 from Bartow Ford, through piggybacking on the Pasco County Purchasing Contract No. IFB-RR-21-042, pursuant to Section 2-797 (3)(a)(b)(c) - (Purchases Under Government Contract) and Section 2-797 4(b) - (Best Interests) of the Code of Ordinances; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager or designee to execute necessary documents upon consent of the City Attorney.

**Sponsors:**        Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Purchasing Memo](#)  
[2025 Marked with Partition - Vehicle Quote](#)  
[2025 Slicktop - Vehicle Quote](#)  
[2025 F250 Crew Cab 4X4 - Marine Unit - Vehicle Quote](#)  
[Pasco County Award - Bartow Ford](#)

**Passed**

Enactment No: Res 25-008

10

\*Approving pursuant to Section 2-797(4) of the Code of Ordinances a Change Order in the amount of \$32,500.00 for additional injection well rehabilitation at 0 Simonton Street under the contract awarded to Charley Toppino and Sons, Inc. previously staff approved under the Procurement Minimum Requirements Proposals 0406 (and the addition of Proposal 0418) - Total Project Cost \$68,500.00; Authorizing any necessary budget transfers and amendments; Authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Change Order](#)  
[Initial Well Rehab Proposal - 11.11.24](#)  
[Second Well Rehab Proposal - 12.4.24](#)

**Passed**

Enactment No: Res 25-009

### Approval of the Consent Agenda

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

11

**WITHDRAWN:** Approving the attached "Water Quality Partnership Interlocal Agreement" (ILA) between the City of Key West ("City") and the College of the Florida Keys

("CFK") for creation of a Water Quality Partnership Program;  
Providing funds for water quality equipment and services;  
Providing deliverables; Providing insurance requirements.

**Sponsors:** Interim City Manager Stoughton

- Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Agreement](#)  
[CFK FY25 Budget Request](#)  
[KW WQIP Goals](#)  
[City Letter of Commitment](#)  
[Public Comments - Supporting \(10\)](#)

**Withdrawn**

**PROCLAMATIONS**

**12** Martin Luther King Day

**Sponsors:** Commissioner Kaufman and Commissioner Castillo

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

**Received and Filed**

**PRESENTATIONS**

**13** City of Key West Employee Service Awards, January 2025  
- Bridget Flores, Human Resources Director

**Sponsors:** Interim City Manager Stoughton

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

**Received and Filed**

**DISCUSSION**

**14** Water Quality Testing

**Sponsors:** Commissioner Kaufman

*10:10 A.M. Commissioner Lee left Meeting*

*10:14 A.M. Commissioner Lee returned to Meeting*

**Discussed**

15

E-Bikes

**Sponsors:** Commissioner Lee

**Attachments:** [Public Comment - Rich](#)  
[Public Comment - Estes](#)  
[Public Comment - Burnside](#)  
[Public Comment- Theisen](#)

**Discussed**

*Meeting went into Recess - 11:11 A.M.*

*Meeting Reconvened - 11:23 A.M.*

**CITY MANAGER'S REPORT**

**CITY ATTORNEY'S REPORT**

**CITY CLERK'S REPORT**

**COMMISSION COMMENTS**

**RECESS - 12:04 P.M.**



**EVENING SESSION**

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

**ROLL CALL**

*Commissioner Hoover attended via virtual media technology*

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

**INVOCATION - Pastor Buck Legreco, Grace Lutheran Church**

**PLEDGE OF ALLEGIANCE**

**CITIZEN COMMENTS**

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as presented*

**RESOLUTIONS**

16

**Major Development Plan - 619-621 Duval Street (RE# 00012380-000000) -** Approving a request for a Major Development Plan to develop a two-story structure and six residential market rate units, along with Landscape Waivers on a property located within the Historic Residential Commercial Core -1 (HRCC-1) zoning district, pursuant to Section 108-91 of the Land Development Regulations of the Code of Ordinances of the City Of Key West, Florida; Providing fees and conditions.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Staff Presentation](#)  
[Signed COA and Decision Letter](#)  
[Final Landscape Plan Approval](#)  
[PB Resolution 2024-038: Major Development Plan](#)  
[PB Resolution 2024-037: Variance](#)  
[Staff Report](#)  
[Noticing Package](#)  
[Planning Package](#)  
[Conceptual Landscape Approval Letter](#)  
[Utilities Comments](#)  
[Urban Forestry Comments](#)  
[Keys Energy Comments](#)

A motion was made by Commissioner Kaufman, seconded by Vice Mayor Carey, to approve the Major Development Plan based on reports and discussions presented, and subject to the conditions presented by staff except for Condition #7 (requiring BPAS for the units) which is to be struck. The motion carried by the following vote:

**No:** 1 - Commissioner Haskell

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

Enactment No: Res 25-010

## ORDINANCES – FIRST READING

17

An Ordinance of the City of Key West, Florida, amending Chapter 6 ("Amusements and Entertainment") of the Code of Ordinances, by creating Article V entitled "Use of City Recreational Fields and Athletic Coach Requirements"; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Mayor Henriquez

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[Athletic Field Use Agreement](#)

A motion was made by Commissioner Castillo, seconded by Vice Mayor Carey, that the Ordinance be Passed to Second Reading. The motion carried by the following vote:

**Absent:** 1 - Commissioner Hoover

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

18

An Ordinance of the City of Key West, Florida authorizing the issuance of not to exceed \$60,000,000 in aggregate principal amount of City of Key West, Florida General Obligation Bonds, Series 2025 (Public Safety) in one or more series which will be payable from ad valorem taxation, and which will be issued for the purpose of financing the cost of acquiring, constructing, improving and equipping of police and fire infrastructure; Providing for the levy of necessary ad valorem taxes; Providing for other covenants with respect to the bondholders; Providing certain other matters in connection therewith; Providing for the severability of parts hereof if declared invalid; and Providing an effective date.

**Sponsors:** Interim City Manager Stoughton

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

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

**Absent:** 1 - Commissioner Hoover

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

19

An Ordinance of the City of Key West, Florida authorizing the issuance of not to exceed \$65,000,000 in aggregate principal amount of City of Key West, Florida General Obligation Bonds, Series 2025 (Adaptation) in one or more series which will be payable from ad valorem taxation, and which will be issued for the purpose of financing the cost of acquiring and constructing improvements related to public infrastructure adaptations for weather resistance and storm and flooding mitigation; Providing for the levy of necessary ad valorem taxes; Providing for other covenants with respect to the bondholders; Providing certain other matters

in connection therewith; Providing for the severability of parts hereof if declared invalid; and Providing an effective date.

**Sponsors:** Interim City Manager Stoughton

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

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

**Absent:** 1 - Commissioner Hoover

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

20

An Ordinance of the City of Key West, Florida authorizing the issuance of not to exceed \$50,000,000 in aggregate principal amount of City of Key West, Florida General Obligation Bonds, Series 2025 (Parks and Recreation) in one or more series which will be payable from ad valorem taxation, and which will be issued for the purpose of financing the cost of acquiring, constructing, improving and equipping parks, recreation and cultural facilities; Providing for the levy of necessary ad valorem taxes; Providing for other covenants with respect to the bondholders; Providing certain other matters in connection therewith; Providing for the severability of parts hereof if declared invalid; and Providing an effective date.

**Sponsors:** Interim City Manager Stoughton

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

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

**Absent:** 1 - Commissioner Hoover

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

21

An Ordinance of the City of Key West, Florida authorizing the issuance of not to exceed \$51,000,000 in aggregate

principal amount of City of Key West, Florida General Obligation Bonds, Series 2025 (Transportation and Roadway) in one or more series which will be payable from ad valorem taxation, and which will be issued for the purpose of financing the cost of acquiring and constructing transportation, roadway and parking improvements; Providing for the levy of necessary ad valorem taxes; Providing for other covenants with respect to the bondholders; Providing certain other matters in connection therewith; Providing for the severability of parts hereof if declared invalid; and Providing an effective date.

**Sponsors:** Interim City Manager Stoughton

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

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

**Absent:** 1 - Commissioner Hoover

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

22

An Ordinance of the City of Key West, Florida, amending Chapter 2 of the Code of Ordinances, titled "Administration", by amending Article VII titled "Financial Matters"; by Amending Division 3 titled "Personal Property Purchasing and Procurement"; by Creating the Public/Private Partnership (P3) Ordinance in Sec. 2-774; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Interim City Manager Stoughton

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

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

**Absent:** 1 - Commissioner Hoover

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

23

**Text Amendment of the Land Development**

**Regulations** - An Ordinance of the City of Key West, Florida amending Chapter 110 of the Land Development Regulations entitled "Resource Protection" by amending Article VI entitled "Tree Protection", by adding Section 110-296 titled "Use of Florida Statute 163.045"; Providing for severability; Providing for repeal; Providing for an effective date.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[PB Res 2024-034 Tree Protection Law](#)  
[Planning Staff Report](#)  
[Tree Commission Resolution TC 24-03](#)  
[Tree Staff Report](#)

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

**Absent:** 1 - Commissioner Hoover

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

Enactment No: PB Resolution 2024-34

24

**Text Amendment of the Land Development**

**Regulations** - An Ordinance of the City of Key West, Florida, to amend the Land Development Regulations Chapter 122, entitled "Zoning", Article IV, entitled "Districts", Subdivision II, entitled "Limited Commercial District (CL)", Subdivision III, entitled "General Commercial District (CG)", Division 7, entitled "Historic Residential Commercial Core Districts (HRCC-1 to 3)", Subdivision II, entitled "HRCC-1 Duval Street Gulfside District", Subdivision III, entitled "HRCC-2 Key West Bight District", Subdivision IV, entitled "HRCC-3 Duval Street Oceanside District", Article V, entitled "Supplementary District Regulations", Division 13, entitled "Tattoo Establishments", Section 122-1542, entitled "Definitions", Section 122-1543, entitled "Separation

Requirements", Chapter 86, entitled "General Provisions", and Section 86-9, entitled "Definitions"; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[Planning Board Resolution 2024-039](#)  
[Staff Report](#)

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

**Absent:** 1 - Commissioner Hoover

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

Enactment No: PB Resolution 2024-39

**ADJOURNMENT - 6:03 P.M.**