





## MEMORANDUM

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**Date:** May 9, 2024

**To:** Local Redevelopment Authority of the City of Key West (LRA)  
Honorable Mayor and Commissioners

**Via:** Albert P. Childress  
City Manager 

**From:** Tina Burns   
Housing & Community Development Director

**Subject:** **24-586 3 Review and approve the sublease between MARC House and the Housing Authority of the City of Key West for 1620 Truesdale Court ; approving any necessary budget adjustments; authorizing the City Manager to execute necessary documents upon consent of the City Attorney; providing for an effective date.**

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### Introduction

Respectfully request the Naval properties Local Redevelopment Authority to review and approve the sublease between MARC House and the Housing Authority of the City of Key West for a term of 50 years for site control to apply for funding for redevelopment of 1620 Truesdale Court; approving any necessary budget adjustments; authorizing the City Manager to execute necessary documents upon consent of the City Attorney; providing for an effective date.

### Background

On April 28, 1998 the LRA and the Housing Authority entered into a Master Development / Long Term Lease Agreement as amended by the certain Addendum dated July 28, 1998 (collectively the "Master Lease") for the property commonly known as the Poinciana housing Site.

The Poinciana Plaza Site consists of 13 buildings on 6.4 acres owned by the United States Navy and transferred to the City of Key West as part of the Base Closure and Realignment Act of 1990. The conveyance of the property to the City of Key West was to be used specifically for homeless assistance

purposes . Since 1998, CoC Homeless and Special Needs Agencies have provided temporary, transitional, and permanent supportive housing to the Key West community.

1620 Truesdale Court is part of the Poinciana Special Needs Homeless Housing project and a component in the Plan for use within the US Navy's Base Re-Use Plan.

On October 13, 2022 , the CoC Board of Directors approved a phased construction to redevelop the site for effective and efficient use a part of the Poinciana Special Needs Homeless Housing project and a component in the plan for use within the Plan for use within the U.S. Navy's Base Re-Use Plan. Use and development of the property is governed by the Policies and Procedures of the COC. The CoC Planning Committee serves as oversight for Poinciana Special Needs Housing activities.

The first phase of the construction is the demolition of building 1620. AH Monroe as the Lead Agency is in the process of acquiring funding for the development of building 1620 for MARC house through a grant from the Florida Housing Finance Corporation that is due May 15, 2024. A sub-lease between the Housing Authority of Key West and MARC House dated July 1, 2024, with a term of 50-years is required to satisfy the grant requirement for funding. Currently FKOC occupies 1620 Truesdale and will be vacating before June 1, 2024.

The COC, lead agency designated by the state and federal government for coordinating homeless services in Monroe County, recommends to the Key West Housing Authority and the City of Key West as the Local Redevelopment Agency that the sub-leases for 1620 Truesdale Court be assigned and to MARC House with an effective date of July 1, 2024.

#### **Procurement**

There will be no financial costs for the City of Key West or the LRA for transferring the lease.

#### **Recommendation**

Respectfully request the Naval properties Local Redevelopment Authority to review and approve the sublease between MARC House and the Housing Authority of the City of Key West for 1620 Truesdale Court; approving any necessary budget adjustments; authorizing the City Manager to execute necessary documents upon consent of the City Attorney; providing for an effective date.