



MEMORANDUM

Date: July 1, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Patrick Wright
Director of Growth Management

Subject: **Authorization to Use Tree Fund Monies for Key Lime Tree Giveaway Program**

Introduction

The Urban Forestry Division is requesting authorization to utilize Tree Fund monies in an amount not to exceed \$10,000 for the purchase and distribution of Key lime trees through a public tree giveaway program for Key West residents. The proposed program is intended to promote urban canopy expansion, community engagement, environmental stewardship, and public education regarding proper tree planting, maintenance, and long-term care.

Background

The City of Key West maintains a Tree Fund for the purpose of supporting tree planting, urban forestry, and related community greening initiatives within the City. The Urban Forestry Division has proposed a public tree giveaway program centered on the Key lime tree, a culturally significant and locally recognized species closely associated with the heritage and identity of Key West and the Florida Keys.

The proposed giveaway would provide Key West residents with healthy, nursery-grown Key lime trees, along with educational materials addressing proper planting, maintenance, and long-term care. The program is intended to encourage community participation in urban greening efforts while reinforcing the connection between residents and the City's natural environment.

The giveaway is planned to coincide with a community holiday or seasonal event in June or July in order to increase public participation and outreach effectiveness. The program also supports the City's continued participation in the Tree City USA program by advancing sustainable urban forestry practices, public education, and responsible tree management.

The Tree Commission reviewed and approved the use of Tree Fund monies for the purchase of Key lime trees for donation at its May 19, 2026, meeting.

Financial Impact

The requested authorization would allow the use of Tree Fund monies in an amount not to exceed \$10,000. The funds would be used for the procurement of healthy, nursery-grown Key lime trees, materials and supplies necessary for distribution, educational and outreach materials, and event coordination and logistics. Sufficient funds are available in the Tree Fund to support the proposed program without impairing other planned uses of the Fund.

Recommendation

The City Manager's Office recommends that the Mayor and City Commission approve the attached Resolution authorizing the use of Tree Fund monies in an amount not to exceed \$10,000 for the procurement and distribution of Key lime trees to Key West residents through a public tree giveaway program, including associated materials, educational outreach, and event coordination.