

City of Key West, FL

City Hall 1300 White Street Key West FL 33040

Meeting Agenda Full Detail City Commission

Mayor Danise Henriquez
Vice Mayor Donald "Donie" Lee
Commissioner Lissette Carey
Commissioner Aaron Castillo
Commissioner Monica Haskell
Commissioner Sam Kaufman

Charter Officials

Brian L. Barroso, City Manager Mayanne Downs, City Attorney Keri O'Brien, City Clerk

Tuesday, December 2, 2025 9:00 AM City Hall

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 - 9:00 A.M.

CALL MEETING TO ORDER

ROLL CALL

INVOCATION - The Very Reverend Donna Mote

PLEDGE OF ALLEGIANCE TO THE FLAG

CITIZEN COMMENTS

APPROVAL OF AGENDA

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 *November 5, 2025

Attachments: Minutes

RESOLUTIONS

2

*Authorizing the allocation of \$40,000.00 in Emergency Relief Funds for distribution to established local food pantries in response to the sharp increase in food insecurity in the City of Key West, Florida; Directing the City Manager to designate appropriate staff to identify eligible established local food pantries and facilitate equitable distribution and accounting of disbursed funds; Directing the City Manager to execute any necessary related documents and budget transfers/adjustments, upon consent of the City Attorney.

Sponsors: Commissioner Kaufman

Attachments: Resolution

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*Authorizing Robert Riccio/Bobby's Balls, Inc. T/A Oasis to hold a "New Year's Eve Chicken Drop" event on Wednesday, December 31, 2025 from 2:00 P.M. to 12:30 A.M. at 828 Duval Street; Authorizing the closure of certain streets or portions thereof for said event from 2:00 P.M. to 12:30 A.M.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Events)

Application & Approvals

4

*Authorizing Gumbo Coolio, LLC. to hold the 6th Annual Wienerpalooza/Chihuahua Flash Mob Parade on Sunday, January 11, 2026, from 12:00 P.M. to 12:15 P.M. on Duval Street; Authorizing the closure of certain streets or portions thereof for said parade from 12:00 P.M. to 12:15 P.M.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Events)

Application & Approvals

*Authorizing OhWook! Productions, Inc. to conduct a "Mile 0 Fest Key West - Duval Street Kick Off Party" free concert on the 200 block of Duval Street from 5:00 P.M. to 10:00 P.M. on Tuesday, January 27, 2026 (set up at 6:00 A.M.); Granting a Special Event Permit pursuant to Section 6-86 of the Code of Ordinances; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances; Pursuant to terms and conditions set forth by the City Manager.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Events)

Application & Approvals

6

*Authorizing OhWook! Productions/DBA Mile 0 Fest Key West to conduct Mile 0 Fest Key West on Wednesday January 28, 2026 to Saturday, January 31, 2026, from 11:00 A.M. to 5:00 P.M. each day at Truman Waterfront Park Major Field; Pursuant to terms and conditions set forth by the City Manager; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Events)

Application & Approvals

*Authorizing MZF Mile Zero Fights, LLC to conduct MZF Mile Zero Fights 12 at Truman Waterfront Park on Saturday, February 7, 2026, from 7:00 P.M. to 10:00 P.M. and (set up at 7:00 A.M., breakdown at 10:00 P.M.); Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances from 7:00 P.M. to 10:00 P.M. on Saturday, February 7, 2026.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo- (Events)

Application & Approvals

8

*Authorizing the purchase of one (1) Tymco Model 600 Street Sweeper with related accessories in an amount not to exceed \$498,000.00 from Container Systems & Equipment Co. Inc., through piggybacking on the Florida Sheriff's Association Contract No. FSA23-EQU21.0, pursuant to Section 2-797(3) of the Code of Ordinances for use by the Community Services Department; Authorizing any necessary budget transfers or adjustments; Authorizing City Manger to execute necessary documents upon consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Community Services)

Quote and Back Up

FL Sheriff Contract Expirations

FSA Cooperative Purchasing Packet

*Approving the option to renew the attached "Agreement between the City of Key West and Langton Associates, Inc." for grant writing and grant administration services for an additional two years to January 31, 2028 in accordance with Article 4 Term of Agreement; Authorizing the City Manager to execute any necessary budget amendments and transfers, upon consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Finance/Grants)
Langton Grant Awards List

Agreement

Resolution 23-011
Resolution 24-124

10

*Approving the attached "Amendment (2nd Amendment) to Agreement" Contract ID #2984 to extend the termination date to December 31, 2026 for Tourist Development Council (TDC) funding of the Key West Coffee Butler Amphitheater Enhancements Phase III Project - install high traffic turf and rubber surface material; Approving any necessary budget adjustments; Authorizing the Mayor to execute the Agreement upon the consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Finance/Grants)

2nd Amendment
Resolution 23-237
Resolution 24-308

*Approving the addition of all authorized Add Alternate Bid Items to Resolution 25-286, which awarded ITB #25-017 to Marino Construction Group, Inc. for construction services related to the Wind-Hardening Improvements at Fire Station No. 1; Authorizing the City Manager, or designee, to negotiate and execute a contract consistent with ITB #25-017 and Resolution 25-286, including the approved Add Alternates, and to execute any necessary related documents and budget transfers or adjustments, upon the approval of the City Attorney.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Finance/Procurement)

Resolution 25-286
Bid Documents
Addendum #1

Bid Memo

Drawings

Best Home and Doors Proposal

DL Porter Proposal

Marino Construction Proposal

Pedro Falcon Proposal

Structural Improvements

Vendor Correspondence

*Authorizing the purchase of one (1) Custom Revolve Air Systems 6000 psi Air Trailer with Revolve Air Fill Station and Smart Fill attached storage, including all required options and equipment, from MES Life Safety in an amount not to exceed \$225,955.00 utilizing Lake County Contract #22-730G; Authorizing the City Manager to execute any necessary related documents and budget transfers or adjustments, upon consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Fire)

MES Quote

22-730G Lake County Contract

Lake County Terms and Conditions

13

*Approving the City of Key West Employee Policies and Procedures Manual; Authorizing the City Manager to release to Collective Bargaining Units for updates.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Human Resources)

Employee Policies and Procedures Manual

Policies and Procedures 2022

14

*Authorizing the painting of a mural at 0 Duval Street.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Planning)
Staff Report (HARC)

Signed COA and Decision Letter Approved

Approved

Legislative History

10/28/25 Historic Architectural

Review Commission

*Authorizing the purchase of a Mobile Command Post from Emergency Vehicles, Inc. utilizing Homeland Security Port Security Grant Award no. EMW-2023-PU-00396-S01 in the amount of \$944,819.00 plus the City's 25% match of \$314,940.00 for a total amount of \$1,034,781.00; Authorizing the City Manager to execute any necessary related documents and budget transfers/adjustments, upon consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Police)

EVI Formal Proposal + Sole Source Letter

Quotation-Line Sheet

ILC-Form
Vehicle plans

16

*Approving the attached "Public Transportation Grant Agreement" (PTGA) #G2P96, Amendment 3 between the Florida Department of Transportation (FDOT) and the City of Key West for SFY2024 FTA Section 5311 Formula Grants for Rural Operations Grant to extend grant term and not to exceed \$1,690,355.00 or the remaining balance of \$193,463.85; Authorizing the City Manager to execute necessary documents and necessary budget amendments.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Transit)

Amendment 3

Resolution 23-341

Resolution 25-138

*Approving the attached "Public Transportation Grant Agreement" (PTGA) #G2X63, Amendment 2 between the Florida Department of Transportation (FDOT) and the City of Key West for SFY2024 FTA Section 5311 Formula Grants for Rural Operations Grant to extend grant term and not to exceed \$1,600,000.00 or the remaining balance of \$1,163,979.39; Authorizing the City Manager to execute necessary documents and necessary budget amendments.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Transit)

Amendment 2
Resolution 25-138
Resolution #24-131

18

*Approving the attached "Public Transportation Grant Agreement" (PTGA) #G3144, Amendment 2 between the Florida Department of Transportation (FDOT) and the City of Key West for SFY2025 Transit Corridor Development Program extending the expiration date to June 20, 2026; Authorizing the City Manager to execute necessary documents and necessary budget amendments.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Transit)

Amendment 2

Resolution 25-138

Resolution 24-250

*Authorizing the purchase of one (1) Ford F550 Crew Cab 4x2 W5H Crane Truck from Bacrodt Ft, LLC dba Palmetto Ford of Miami in the amount of \$197,910.00 for wastewater and stormwater infrastructure maintenance, pursuant to Sec. 2-797(3)(a) of the Code of Ordinances of the City of Key West, Florida; Authorizing the City Manager, or designee, to execute necessary related documents and budget transfers/adjustments, upon consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: Resolution

<u>Cover Memo (Utilities)</u> <u>Crane Truck Quote</u>

FSA Cooperative Contract

20

*Approving the second and final four-year extension of the original contract between the City of Key West and Waste Management of Florida, Inc. (WMI) to provide solid waste collection and processing service and operation of the transfer station; Authorizing the City Manager to execute any necessary related documents, and budget transfers/adjustments, upon consent of the City Attorney; Directing the City Manager or designee to pursue negotiations with WMI for amended terms to the Agreement for consideration and approval of the City Commission.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (Utilities)

Original Contract

Resolution 14-134 Contract Awarded

Resolution 14-254 First Amendment

Resolution 16-048 2nd Amendment

Resolution 21-259 3rd Amendment

Resolution 21-267 1st Extension

Resolution 23-040 4th Amendment

PROCLAMATIONS

21 Key West Junior Football League Day

<u>Sponsors:</u> Mayor Henriquez <u>Attachments:</u> <u>Proclamation</u>

22 Irreverent Warriors Key West Silkies Hike Week

<u>Sponsors:</u> Mayor Henriquez
Attachments: <u>Proclamation</u>

23 Homeless Persons Memorial Day

Sponsors: Commissioner Kaufman

Attachments: Proclamation

PRESENTATIONS

Employee Service Awards - Bridget Flores, Human

Resources Director

Sponsors: City Manager Barroso

Attachments: Cover Memo

City of Key West Employee of the 4th Quarter (FY2025)

Sponsors: City Manager Barroso

Attachments: Cover Memo

Legislative History

11/5/25 City Commission Postponed

City of Key West Employee of the Year 2025 - Bridget

Flores, Human Resources Director

Sponsors: City Manager Barroso

Attachments: Cover Memo

27 Key West CRA 101 - Patrick Wright, Growth Management

Director and Christina Bervaldi, Director of Finance

RESOLUTIONS - Cont'd

Appointing an individual to fill the District V City Commission Seat vacated by former City Commissioner Mary Lou Hoover, pursuant to Section 2-31 of the Code of Ordinances of the City of Key West, Florida.

Sponsors: Mayor Henriquez

Attachments: Resolution

Harry Bethel Application
Fred Covan Application
Susan Harrison Application
Margaret Romero Application

29

Rescinding Resolution No. 25-301; Approving the revised 2026 City Commission Proposed Meeting Date Schedule as attached hereto and made a part hereof as Exhibit A.

Sponsors: City Manager Barroso

Attachments: Resolution

2026 Revised Proposed Meeting Dates

Resolution 25-301 - Approving 2026 Meeting Dates

30

Public Hearing: Electing to use the Uniform Method of Collecting Non-Ad Valorem Special Assessments levied within the incorporated area of the City; Stating a need for such levy; Providing for the mailing of the Resolution; Authorizing the City Manager to execute any necessary documents.

Sponsors: City Manager Barroso

Attachments: Resolution

Cover Memo (CMO)

Exhibit A
Exhibit B

DISCUSSION

31 Beach Weddings

32 Update to the Grand Jury Report

<u>Sponsors:</u> City Manager Barroso

<u>Attachments:</u> <u>Cover Memo (CMO)</u>

Grand Jury Report Progress

CITY MANAGER'S REPORT

33 Department Reports

<u>Sponsors:</u> City Manager Barroso
<u>Attachments:</u> October 2025 Building

October 2025 Code Enforcement
October 2025 Community Services

October 2025 Engineering
October 2025 Finance
October 2025 Fire

October 2025 Growth Management

October 2025 Housing and Community Development

October 2025 Human Resources
October 2025 Information Technology

October 2025 Parking
October 2025 Police

October 2025 Port & Marine

October 2025 Property Management
October 2025 Public Information Officer

October 2025 Transit
October 2025 Utilities

CITY ATTORNEY'S REPORT

CITY CLERK'S REPORT

COMMISSION COMMENTS

RECESS

EVENING SESSION - 5:00 P.M.

RECONVENE - CALL TO ORDER

ROLL CALL

INVOCATION - The Very Reverend Donna Mote

PLEDGE OF ALLEGIANCE

CITIZEN COMMENTS

APPROVAL OF AGENDA

PRESENTATIONS

Duval Street Resiliency & Revitalization Plan - Jim Singelyn,

Acting City Planner

Sponsors: City Manager Barroso

RESOLUTIONS

Withdrawn by Applicant: Denying/Granting the Appeal by

Owen Trepanier, on behalf of the property owner, Conch Republic PR, LLC, <u>Upholding/Amending/Denying</u> the Planning Board's Decision to approve Resolution No. 2025-031, filed July 24, 2025, effectively denying the BPAS allocation for 510 Southard Street, Key West, Florida; Finding that the Planning Board's decision <u>was/was not made</u> in accordance with procedural and substantive Land Development Regulations as well as the Comprehensive Plan.

Attachments: Resolution

Appeal

Large File - Supporting Documents A

Large File - Supporting Documents B

Trepanier Removal Letter

Legislative History

9/3/25 City Commission Postponed 11/5/25 City Commission Postponed

ORDINANCES - FIRST READING

36

An Ordinance of the City of Key West, Florida amending Chapter 58 - Solid Waste of the Code of Ordinances of the City of Key West, Florida Amending Sec. 58-1 - Definitions, Article I - In General; Adding Sec. 58-31(k) - Container and Receptacle Requirements and amending Sec. 58-35 - Requirements for Bulk and Excess Yard Waste Pickup, Article II - Collection and Disposal; and Amending Sec. 58-68 - Commercial Solid Waste Accounts, Article III - Service Rates and Charges, to update and provide clarity for property owners, business owners and enforcement officers; Providing for severability; Providing for repeal of inconsistent provisions herewith; Providing for an effective date.

Sponsors: City Manager Barroso

Attachments: Ordinance

Cover Memo (Utilities)

37

An Ordinance of the City Commission of the City of Key West, Florida amending Section 78-233 - Number Authorized, Article IV - Sightseeing Vehicles, Chapter 78 - Vehicles for Hire of the Code of Ordinances of the City of Key West, Florida increasing the number of sightseeing vehicles authorized and declared as a public convenience and necessity under Article IV from (7) to (9); Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Sponsors: Commissioner Castillo

Attachments: Ordinance

ORDINANCES - SECOND READING (Public Hearing and Proposed Adoption)

39

An Ordinance of the City Commission of the City of Key West, Florida amending Chapter 14 of the Code of Ordinances, entitled "Buildings and Building Regulations," to provide for the waiver of permit fees for public rental housing projects on properties owned or controlled by the Housing Authority of the City of Key West, Florida; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Sponsors: City Manager Barroso

Attachments: Ordinance

Cover Memo (Growth Management)

Legislative History

11/5/25 City Commission Passed to Second Reading

An Ordinance of the City Commission of the City of Key West, Florida amending Chapter 50 of the Code of Ordinances of the City of Key West, Florida creating Article III - *Employee Protection Whistleblower Act* - Secs. 50-100 - 50-120 to establish and codify an Employee Whistleblower Protection Act for the City of Key West, Florida; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Sponsors: City Attorney Downs

Attachments: Ordinance

Amended Ordinance for Second Reading

Legislative History

10/9/25 City Commission Passed to Second Reading

11/5/25 City Commission Postponed

An Ordinance of the City Commission of the City of Key West, Florida amending Section 70-121 - Penalty for Violation, Article IV - Parking, Stopping, and Standing, Chapter 70 - Traffic and Vehicles, of the Code of Ordinances of the City of Key West, Florida increasing the current fine for violations of Sections 70-121(a)(1), (a)(2), (a)(3) and (a)(4) by ten dollars (\$10.00) per citation; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Sponsors: City Manager Barroso

Attachments: Ordinance

Cover Memo (Parking)

Business Impact Estimate

Legislative History

11/5/25 City Commission

Passed to Second Reading

41

An Ordinance of the City Commission of the City of Key West, Florida amending Chapter 90 of the Land Development Regulations, entitled Administration, by amending Article IV entitled Administrative Official, amending Section 90-301 of the Code of Ordinances of the City of Key West, Florida to clarify the enforcement authority of the Chief Building Official, pursuant to F.S. 468.604, amending the enforcement authority of the City Planner and adding enforcement authority for the City Code Official; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Sponsors: City Manager Barroso

Attachments: Ordinance

Cover Memo (Planning)
PB Res 2025-051

Legislative History

8/21/25	Planning Board	Postponed
9/18/25	Planning Board	Postponed
10/16/25	Planning Board	Approved

11/5/25 City Commission Passed to Second Reading

COMMISSION COMMENTS

ADJOURNMENT