



# 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*

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Tuesday, December 2, 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 - 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](#)

[Nov 22, 2025 KW Citizen Article](#)

3 \*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](#)

- 5 \*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](#)

- 7 \*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](#)

- 9 \*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](#)

11

\*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](#)

- 12 \*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](#)

[Public Comment - Mannix Lachner](#)

- 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](#)

**Legislative History**

10/28/25	Historic Architectural Review Commission	Approved
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- 15                    \*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](#)

[Public Comment - DiTocco](#)

- 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](#)

- 17                    \*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](#)

- 19                    \*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](#)

[Cover Memo \(Utilities\)](#)

[Crane Truck Quote](#)

[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

Sponsors: Mayor Henriquez

Attachments: [Proclamation](#)

22 Irreverent Warriors Key West Silkies Hike Week

Sponsors: Mayor Henriquez

Attachments: [Proclamation](#)

23 Homeless Persons Memorial Day

Sponsors: Commissioner Kaufman

Attachments: [Proclamation](#)

**PRESENTATIONS**

24 Employee Service Awards - Bridget Flores, Human Resources Director

Sponsors: City Manager Barroso

Attachments: [Cover Memo](#)

25 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

26 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**

- 28 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](#)

[Sherry Ivey Jones Application](#)

[Margaret Romero Application](#)

[Gregory Veliz Application](#)

[Public Comment - Weekley](#)

[Public Comment - Wardlow](#)

[Public Comment - Teets](#)

[Public Comment - Dean](#)

[Public Comment - Ovide](#)

[Public Comment - Smith](#)

- 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

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo \(CMO\)](#)  
[Grand Jury Report Progress](#)

**CITY MANAGER'S REPORT**

33 Department Reports

**Sponsors:** City Manager Barroso

**Attachments:** [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

34 Duval Street Resiliency & Revitalization Plan - Jim Singelyn,  
Acting City Planner

Sponsors: City Manager Barroso

RESOLUTIONS

35 **Withdrawn by Applicant:** Denying/Granting the Appeal by Owen Trepanier, on behalf of the property owner, Conch Republic PR, LLC, Upholding/Amending/Denying 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 was/was not made 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)**

- 38 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

- 39 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

- 40 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**