



MEMORANDUM

Date: August 6, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Michael Turner
Assistant City Manager

Subject: **An Ordinance of the City Commission of the City of Key West, Florida amending Division 12.- Parks and Recreation Advisory Board. of the Code of Ordinances of the City of Key West, Florida, pursuant to Resolution No. 26-191 approved by the City Commission on July 1, 2026 repealing Ordinance No. 22-21, thereby abolishing the Parks and Recreation Advisory Board, and directing the Community Services Director to implement an informal process for public input on parks and recreation matters hosted by the Parks and Recreation Department.**

Introduction

Requesting City Commission approve the Ordinance of the City Commission of the City of Key West, Florida amending Division 12.- Parks and Recreation Advisory Board. of the Code of Ordinances of the City of Key West, Florida, pursuant to Resolution No. 26-191 approved by the City Commission on July 1, 2026 repealing Ordinance No. 22-21, thereby abolishing the Parks and Recreation Advisory Board, and directing the Community Services Director to implement an informal process for public input on parks and recreation matters hosted by the Parks and Recreation Department.

Background

The Key West Parks and Recreation Advisory Board was established by Ordinance No. 22-21, adopted on August 2, 2022, and codified in the City Code at Division 12, Sections 2-610 through 2-613. The Board's stated mission is to promote the rehabilitation, conservation, development, and best use of parks and recreation land and facilities within the jurisdiction of the City of Key West.

On May 28, 2026, the Parks and Recreation Advisory Board approved Resolution PRAB 26-01, formally recommending that the City Commission sunset the existing formal advisory board by repealing Ordinance No. 22-21. That item was brought forward at the request and recommendation of the Parks and Recreation Advisory Board and was not a staff initiated proposal.

In its recommendation, the Board determined that the long-term parks and recreation needs of the City would be better served by replacing the formal advisory board structure with a more informal public input process hosted by the Parks and Recreation Department. The proposed process would allow residents to engage directly with department staff on parks and recreation matters and would be open to all members of the public, without formal membership, appointments, or voting.

On July 1st, 2026, The City Commission approved resolution 26-191 repealing Ordinance No.22-21 abolishing the Parks and Recreation Advisory Board and directing the Community Services Director to implement an informal process for public input on parks and recreation matters hosted by the Parks and Recreation Department. This Ordinance is the action directed by that resolution.

Financial Impact:

There is no direct financial impact associated with supporting this agenda item. Any public input process is anticipated to be managed within existing departmental resources. Transitioning from a formal advisory board to an informal public input process may reduce administrative requirements associated with appointments, quorum, formal voting, agenda management, and monthly advisory board meetings.

Recommendation

The City Manager's Office recommends that the Mayor and City Commission approve the Ordinance of the City Commission of the City of Key West, Florida amending Division 12.- Parks and Recreation Advisory Board. of the Code of Ordinances of the City of Key West, Florida, pursuant to Resolution No. 26-191 approved by the City Commission on July 1, 2026, repealing Ordinance No. 22-21, thereby abolishing the Parks and Recreation Advisory Board, and directing the Community Services Director to implement an informal process for public input on parks and recreation matters hosted by the Parks and Recreation Department.