



## 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:** **24-57 48 Review and approve the amendment to the Wesley House sublease between the Housing Authority of the City of Key West for 1623 Spaulding Court #3 to extend the existing lease to AH Monroe; 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 amendment to the Sublease Agreement between Wesley House Family Services and the Housing Authority of the City of Key West to A. H. Monroe County Inc, for the existing lease for its current term to provide Rapid Re-Housing homeless services at 1623 Spaulding Court #3; 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.

1623 Spaulding Court (Unit 3) 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. 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 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 1623 Spaulding Court, Unit 3 be assigned and transferred to AH Monroe County with an effective date of March 4, 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 amendment to the Sublease Agreement between Wesley House Family Services and the Housing Authority of the City of Key West to A. H. Monroe County Inc, for the existing lease for its current term years to provide Rapid Re-Housing homeless services at 1623 Spaulding Court #3; approving any necessary budget adjustments; authorizing the City Manager to execute necessary documents upon consent of the City Attorney; providing for an effective date.