



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

City Commission

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

Charter Officials

Brian L. Barroso, City Manager
Kendal Harden, Interim City Attorney
Keri O'Brien, City Clerk

Thursday, September 25, 2025

5:05 PM

City Hall

Special

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.

CALL MEETING TO ORDER - 5:05 P.M.

ROLL CALL

Absent 1 - Commissioner Hoover

Present 6 - Commissioner Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Kaufman, Vice Mayor Lee and Mayor Henriquez

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA

The agenda was unanimously approved as presented

ORDINANCES - SECOND READING (Public Hearing and Proposed Adoption)

- 1 An Ordinance of the City of Key West, Florida, adopting an Ad Valorem Tax General Municipal Millage Rate for FY 2025-2026; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date. BE IT ORDAINED BY THE CITY OF KEY WEST, FLORIDA: That the final adopted ad valorem tax general municipal millage rate for FY 2025-2026 is hereby set at ~~1.9739~~ 1.9551 mills (~~\$1.9739~~ \$1.9551 per thousand dollars of assessed property value). The 2025-2026 final adopted millage rate is equal to ~~5.00~~ 4.00 percent more than the rolled back rate of 1.8799 mills (\$1.8799 per thousand dollars of assessed property value).

Sponsors: City Manager Barroso

Attachments: [Ordinance - 2nd Reading](#)
 [Business Impact Estimate](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Haskell, that the Ordinance be Adopted. The motion carried by the following vote:

No: 1 - Commissioner Kaufman

Absent: 1 - Commissioner Hoover

Yes: 5 - Commissioner Carey, Commissioner Castillo, Commissioner Haskell, Vice Mayor Lee and Mayor Henriquez

Enactment No: Ord 25-21

RESOLUTIONS

2

A Resolution of the City Commission of the City of Key West, Florida, adopting the final budget for FY 2025-2026; Providing for an effective date. Whereas, a public hearing to consider the final budget was conducted on September 25, 2025. NOW THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA AS FOLLOWS: That the final budget for FY 2025-2026 is currently set at \$286,615,419 and hereby adopted by fund and by major category.

Sponsors: City Manager Barroso

Attachments:[Resolution](#)[Cover Memo](#)[FY 2025-2026 Final Adopted Budget Summary Presentation](#)[FY 2025-2026 Final Adopted Budget Summary](#)[General Fund](#)[Infrastructure Surtax Fund](#)[Internal Improvements Fund](#)[Fort Taylor Surcharge Fund](#)[Affordable Housing Fund](#)[Truman Waterfront Fund](#)[Adaptation and Sustainability Fund](#)[Community Fund \(AIPP\)](#)[Transportation Alternative Fund](#)[Community Development Office](#)[Law Enforcement Trust Fund](#)[Capital Projects Fund](#)[Sewer Fund](#)[Stormwater Utility Fund](#)[Solid Waste Fund](#)[Key West Bight Fund](#)[Transit System Fund](#)[City Marina \(Garrison Bight\) Fund](#)[Insurance Fund](#)[Bahama Village TIF Fund](#)[Caroline Street TIF Fund](#)[Proposed and Historic Staffing Levels - All Funds](#)[New and Reclass Positions - All Funds](#)[Potential Merit Increases - All Funds](#)[FY 2025-2026 Capital Projects Summary - All Funds](#)[Infrastructure Fund - Capital Projects](#)[Internal Improvements Fund - Capital Projects](#)[Sewer Fund - Capital Projects](#)[Stormwater Utility Fund - Capital Projects](#)[Key West Bight Fund - Capital Projects](#)[City Marina \(Garrison Bight\) Fund - Capital Projects](#)[All Other Funds - Capital Projects](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Lee, that the Resolution be Passed. The motion carried by the following vote:

No: 1 - Commissioner Kaufman

Absent: 1 - Commissioner Hoover

Yes: 5 - Commissioner Carey, Commissioner Castillo, Commissioner Haskell, Vice Mayor Lee and Mayor Henriquez

Enactment No: Res 25-258

3

Approving the award of a contract to Public Risk Management to provide Property and Casualty Insurance for the City of Key West, Florida in response to the City's Request for Proposal (RFP) #25-014; Authorizing the City Manager, or designee, to negotiate a contract with Public Risk Management in accordance with RFP #25-014 and in the Best Interest of the City; Authorizing the City Manager to execute the negotiated contract and any necessary related documents and/or budget transfers/adjustments, upon advice and consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: [Resolution](#)
[Cover Memo](#)
[RFP 25-014 Property and Casualty Insurance - Bid Document](#)
[Addendum #1 - Questions and Answers](#)
[Updated Cost Estimate - Addendum #1](#)
[Update Emergency Declaration - Addendum #1](#)
[Updated Exposure Workbook - Addendum #1](#)
[Attachment A - Coverage Document](#)
[Attachment B - Exposure Workbook](#)
[Attachment C - Statement of Values](#)
[Attachment D - Loss Experience](#)
[Attachment E - Loss Experience](#)
[Waive Confidential](#)
[Bid Memorandum](#)
[Legal Ad - Scoring and Ranking](#)
[Evaluator Minutes, Scoring Breakdown, Sign-In Sheet](#)
[Proposal - Brown & Brown](#)
[Proposal - Public Risk Management - World Risk Management](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Carey, that the Resolution be Passed. The motion carried by the following vote:

Absent: 1 - Commissioner Hoover

Yes: 6 - Commissioner Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Kaufman, Vice Mayor Lee and Mayor Henriquez

Enactment No: Res 25-259

4

Approving renewal/replacement of the City's ancillary insurance policies for Fiscal Year 2025-2026 at a total cost not to exceed \$148,608.95, pursuant to Sec. 2-797(4)(b) of the Code of Ordinances of the City of Key West, Florida; Authorizing the City Manager to negotiate and execute all necessary related documents and budget transfers/amendments, upon advice and consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: [Resolution](#)
[Cover Memo](#)
[AVIA - Key West 2025 - 2026 Drone Quote - WRM](#)
[Cancer Renewal WRM](#)

A motion was made by Commissioner Carey, seconded by Commissioner Lee, that the Resolution be Passed. The motion carried by the following vote:

Absent: 1 - Commissioner Hoover

Yes: 6 - Commissioner Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Kaufman, Vice Mayor Lee and Mayor Henriquez

Enactment No: Res 25-260

- 5 Approving the attached Contract Employee Agreement between the City of Key West and Thomas Pakenas for Citizen Review Board Executive Director Services; Authorizing the City Manager to execute any necessary documents and budget transfers or adjustments, upon consent of the City Attorney.

Sponsors: City Manager Barroso

Attachments: [Resolution](#)
[Cover Memo CRB 2025](#)
[CRB Executive Director Contract](#)
[Executive Director - CRB](#)

A motion was made by Commissioner Lee, seconded by Commissioner Haskell, that the Resolution be Passed. The motion carried by the following vote:

Absent: 1 - Commissioner Hoover

Yes: 6 - Commissioner Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Kaufman, Vice Mayor Lee and Mayor Henriquez

Enactment No: Res 25-261

ORDINANCES - SECOND READING (Public Hearing and Proposed Adoption) - Continued

- 6 An Ordinance of the City Commission of the City of Key West, Florida, amending and updating Sec. 74-387. - Equivalent Stormwater Unit (ESU) the Annual Sewer Rate, of the Code of Ordinances in the City of Key West; Providing for an effective date.

Sponsors: City Manager Barroso

Attachments: [Ordinance - 2nd Reading](#)
[Cover Memo \(Utilities\)](#)
[Business Impact Statement](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Haskell, that the Ordinance be Adopted. The motion carried by the following vote:

Absent: 1 - Commissioner Hoover

Yes: 6 - Commissioner Carey, Commissioner Castillo, Commissioner Haskell, Commissioner Kaufman, Vice Mayor Lee and Mayor Henriquez

Enactment No: Ord 25-22

ADJOURNMENT - 6:03 P.M.