



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### City Commission

*Mayor Danise Henriquez*  
*Vice-Mayor Clayton Lopez*  
*Commissioner Lissette Carey*  
*Commissioner Monica Haskell*  
*Commissioner Mary Lou Hoover*  
*Commissioner Sam Kaufman*  
*Commissioner Donald "Donie" Lee*  
*Commissioner Clayton Lopez*

#### *Charter Officials*

*Todd Stoughton, Interim City Manager*  
*Keri O'Brien, City Clerk*  
*Ronald Ramsingh, City Attorney*

---

Thursday, November 14, 2024

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**

**CALL MEETING TO ORDER - 9:00 A.M.**

#### **ROLL CALL**

*Commissioner Hoover attended via media conferencing*

**Present** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

**INVOCATION - Bishop Derrick Anderson**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**CITIZEN COMMENTS**

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as amended*

**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                                   \*October 10, 2024

Attachments:     [Minutes](#)

**Passed**

**RESOLUTIONS**

2                                   \*Reappointing Rick Milelli to the Contractor's Examining Board.

Sponsors:       Mayor Henriquez

Attachments:    [Resolution](#)  
                          [Resume](#)

**Passed**

Enactment No: Res 24-267

3                                   \*Reappointing Kathryn Norris to the Contractor's Examining Board.

Sponsors:       Mayor Henriquez

Attachments:    [Resolution](#)  
                          [Resume](#)

**Passed**

Enactment No: Res 24-268

- 4 \*Granting a Special Event Permit to Bourbon Street Pub, Inc. for a New Years Eve Shoe Drop at 724 Duval Street; Pursuant to Section 6-86 of the Code of Ordinances from 2:00 P.M. to 12:30 A.M. on Tuesday, December 31, 2024.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Application & Approvals](#)

**Passed**

Enactment No: Res 24-269

- 5 \*Authorizing the Key West Art Center, Inc. to conduct the Key West Art & Craft Festival on Saturday, February 22 & Sunday, February 23, 2025, (Set up Friday, February 21, 2025), during the hours of 10:00 A.M. to 5:00 P.M. at the Truman Waterfront Quay Wall; Pursuant to terms and conditions set forth by the City Manager.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Application & Approvals](#)

**Passed**

Enactment No: Res 24-270

- 6 \*Authorizing Dive Bar Shirt Club to conduct Finnegan's Wake Wake on Sunday, March 16, 2025 from 10:00 A.M. to 11:59 P.M. on James Street; Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcohol within an enclosed area.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Application](#)

**Passed**

Enactment No: Res 24-271

- 7                   \*Approving the purchase of new software platform from MCCI/GovBuilt in an amount not to exceed \$348,452.50 for the purpose of enhancing and replacing platform used by Building, Planning, Licensing, and Code Departments; Pursuant to Section 2-797(3) of the Code of Ordinances, Government Services Contracts; Authorizing any necessary budget transfers and adjustments; Authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

**Sponsors:**           Interim City Manager Stoughton

**Attachments:**       [Resolution](#)  
                              [Cover Memo](#)  
                              [Proposed Contract \(Master Services Agreement\)](#)  
                              [Addendum](#)  
                              [Procurement Memo](#)  
                              [2022 Government Services Contract](#)

**Passed**

Enactment No: Res 24-272

- 8 \*Authorizing the purchase of one (1) Caterpillar EC25N Electric Forklift with related accessories (\$53,089.00) and one (1) Caterpillar DP30N5 Diesel Forklift with related accessories (\$55,860.00) in a total amount not to exceed \$108,979.00 from Kelly Tractor Co., through piggybacking on the Florida Sheriff's Association and Florida Association of Counties Bid No. FSA23-EQU21.0, Heavy Equipment Contract, pursuant to Section 2-797(3) of the Code of Ordinances for use by the Key West Community Services Department; Authorizing necessary budget transfers or adjustments; Authorizing the City Manager or designee to execute necessary documents, upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Diesel Forklift Quote](#)  
[Electric Forklift Quote](#)  
[Sheriffs Contract](#)

**Passed**

Enactment No: Res 24-273

- 9 \*Authorizing the purchase of one (1) 2025 Ford F-550 Bucket Truck with related accessories in a total amount not to exceed \$219,202.76 from Duval Ford LLC, through piggybacking on the Bradford County Sheriffs Contract BCSO 22-27-1.0, pursuant to Section 2-797(3) of the Code of Ordinances, for use by the Facilities Maintenance Department; Authorizing necessary budget transfers or adjustments; Authorizing the City Manager to execute necessary documents, upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Procurement Memo](#)  
[Quote](#)  
[Bradford SO Bid Award](#)

**Passed**

Enactment No: Res 24-274

- 10 \*Authorizing pursuant to Section 2-797(3) the purchase of one new claw truck and related supplies and equipment from Petersen Industries, Inc. in an amount not to exceed \$207,152.54 through the Sourcewell Cooperative Purchasing Contract #040621-PII (Sourcewell), City of Key West Member Number 58115; Authorizing the City Manager to execute necessary documents.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Quote](#)  
[Petersen Contract 040621](#)  
[Price Information](#)

**Passed**

Enactment No: Res 24-275

11 \*Rejecting all bids received in response to Invitation to Bid ITB #23-017, for HMGP-4337-451-R Wind Hardening for Public Buildings (Fleet/WWTP/Transfer Station), pursuant to Section 2-834(4) of the Code of Ordinances.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Res 21-206 Grant Approval](#)  
[Bid Memo](#)  
[DL Porter Bid Proposal](#)  
[Pedro Falcon Bid Proposal](#)

**Passed**

Enactment No: Res 24-276

12 \*Rejecting all bids received in response to Invitation to Bid (ITB) #24-006 for FEMA HMGP-4337-441-R Wind Hardening Fire Station 1, pursuant to Section 2-834(4) of the Code of Ordinances.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Res 20-169 Grant Approval](#)  
[Bid Memo](#)  
[A-1 Proposal](#)  
[BFC Proposal](#)  
[DL Porter Proposal](#)

**Passed**

Enactment No: Res 24-277

13 \*Approving the attached "First Amendment to Administrative Services Agreement" between the City of Key West and Monroe Council of the Arts Corporation ("MCAC") for the administrative services of the Arts in Public Places Program.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[First Amendment](#)  
[AIPP Admin Services Contract 2021](#)

**Passed**

Enactment No: Res 24-278

14 \*Authorizing the purchase from Stryker Sales LLC two (2) LifePak 15 Monitor/Defibrillator Systems with accessories as a Brand Name Product, on a Sole Source Basis pursuant to Section 2-797(1) for Brand Name Items, pursuant to City Code Section 2-844(a) and (b) for the Key West Fire Department in an amount not to exceed \$87,496.38; Authorizing any necessary budget amendments or adjustments; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[LifePak 15 Quote](#)  
[Treatment Sole-Source Letter](#)

**Passed**

Enactment No: Res 24-279



15                    \*Requesting approval of Amendments to the Local Housing Assistance Plan pertaining to the housing related assistance programs created and operated by the City of Key West.

**Sponsors:**            Interim City Manager Stoughton

**Attachments:**        [Resolution](#)  
                                 [Cover Memo](#)  
                                 [Local Housing Assistance Plan 2024](#)  
                                 [Resolution No 17-211 - Adopting the LHAP](#)  
                                 [City of Key West LHAP FY 2017-2020](#)  
                                 [City of Key West LHAP FY 2022 -2024](#)

**Passed**

Enactment No: Res 24-280

16                    \*Approving the attached "Water Quality Partnership Interlocal Agreement" (ILA) between the City of Key West ("City") and the College of the Florida Keys ("CFK") for creation of a Water Quality Partnership Program; Providing funds for water quality equipment and services; Providing deliverables; Providing insurance requirements.

**Sponsors:**            Interim City Manager Stoughton

**Attachments:**        [Resolution](#)  
                                 [Cover Memo](#)  
                                 [Agreement](#)  
                                 [CFK FY25 Budget Request](#)  
                                 [KW WQIP Goals](#)

**Postponed to December 12, 2024**

- 17 \*Authorizing pursuant to Section 2-797(3) and (4)(b) of the Code of Ordinances, the purchase of 10 HP EliteBook 860 G11 Notebook Computers (\$12,350.00), 10 HP USB Type C Dock G5 (\$1,650.00) and 10 3-year Service Care Packs (\$590.00); 42 HP Elite Mini 800 G9 Desktop Computers (\$37,380.00), and 42 HP Care Packs (\$1,260.00), from MRA International in an amount not to exceed \$53,230.00 through FL Department of Management Services Alternate Contract Source No. 4321000-23-NASPO-ACS Computer Equipment, Peripherals and Related Services Agreement; Authorizing the City Manager to execute any necessary documents upon consent of the City Attorney; Authorizing any necessary budget transfers or adjustments.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[MRA Quote](#)  
[NASPO Contract](#)

**Passed**

Enactment No: Res 24-281

- 18 \*Authorizing pursuant to Sections 2-797(4)(b) - Best Interests of the City, and 2-844(a)(b) - Brand Name Specifications, of the Code of Ordinances the purchase of twenty (20) GETAC B360 Rugged Notebook Computers, with related equipment from PCN Strategies in the amount of \$64,724.60; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manger to execute any necessary documents.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Purchasing Memo](#)  
[PCN Strategies Quote](#)  
[Barcodes Quote](#)  
[Magnum Quote](#)

**Passed**

Enactment No: Res 24-282

19

\*Authorizing the purchase of one (1) 2025 Ford F-350 Pick-up truck with accessories in a total amount not to exceed \$76,662.23 from Bartow Ford, through piggybacking on the Charlotte County Purchasing Contract No. 2021000541, pursuant to Section 2-797(3)(a)(b)(c) (Purchases Under Government Contract) and 2-797(4)(b) (Best Interests) of the Code of Ordinances for use by the Key West Police Department; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager or designee to execute necessary documents upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Price Quote](#)  
[Procurement Memo](#)  
[Charlotte County Purchasing Contract](#)  
[Contract Extension 2154151](#)  
[Charlotte County Authorization](#)

**Passed**

Enactment No: Res 24-283

20

\*Approving the purchase and installation of an Ambubus Conversion Kit with accessories, as described in the attached price quote from First LineTechnology, LLC in an amount not to exceed \$58,986.12 on a Brand Name, Sole Source Basis, and in the Best Interests of the City, pursuant to Sections 2-797(1), 2-797(4)(b), 2-843 and 2-844 of the Code of Ordinances; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager or designee to execute any necessary documents.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Quote](#)  
[Resolution 24-173](#)  
[Memorandum - Sole Source Procurement](#)

**Passed**

Enactment No: Res 24-284

21

\*Authorizing Change Order 1 to extend the Contract for the Pump Station G Rehabilitation Project with Charley Toppino and Sons, Inc. until July 23, 2025 (an additional 243 days) at no additional cost.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Change Order Form](#)  
[Contract](#)  
[Res 23-345 - Award CTS](#)  
[Updated Schedule 10-22](#)  
[Pump Station G - Contract Extension](#)

**Passed**

Enactment No: Res 24-285

22

\*Authorizing the purchase of one (1) 2024 Kubota Compact Track Loader with related accessories in a total amount not to exceed \$75,597.95 from Florida Coast Equipment, utilizing the State of Florida Department of Management Services Cooperative Purchasing Program State Term Contract #2210000-21STC Amendment #2, pursuant to Section 2-797(3) of the Code of Ordinances for use at the Richard A. Heyman Environmental Protection Facility (RAHEPF); Authorizing necessary budget transfers or adjustments; Authorizing the City Manager or designee to execute necessary documents, upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Purchasing Memo](#)  
[Price Quote](#)  
[State Term Contract](#)  
[Contract Amendment 2](#)

**Passed**

Enactment No: Res 24-286

- 23 \*Authorizing pursuant to Section 2-797(1) and 2-797(3) the purchase of a 2025 Vactor 2100i Combination Sewer Cleaning (CSC) Machine in an amount not to exceed \$408,604.48, including a credit for the Trade-In Allowance (\$100,000.00) for one 2018 City-owned Vactor vehicle, from Environmental Products of Florida through the Sourcewell Cooperative Purchasing Contract (Sourcewell) RFP #101221, City of Key West Member Number 58115; Authorizing the City Manager to execute necessary documents.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Purchasing Memo](#)  
[Sourcewell Quote 102924](#)  
[Sourcewell Vactor Contract](#)  
[Vactor sole source 2024](#)

**Passed**

Enactment No: Res 24-287

- 24 \*Approving a Change Order (Change Order #4) in the amount of \$11,710.98 for an additional electrical circuit breaker for the Aeration System Upgrades and Electrical Switchgear Project (SE35031801) at the Richard A Heyman Environmental Protection Facility under the Contract awarded to Charlie Toppino and Sons, Inc. for ITB #21-006; Authorizing any necessary budget transfers and amendments; Authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Change Order 4](#)  
[Res 21-158 Award to Toppino](#)

**Passed**

Enactment No: Res 24-288

- 25                    \*Approving the attached City Marina 12-Month Tenancy Dockage Agreement for Kingfish and Wahoo Piers; Approving the 12-month tenancy tenant slip rental rates; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager to execute documents upon consent of the City Attorney.

**Sponsors:**            Interim City Manager Stoughton

**Attachments:**        [Resolution](#)  
                                  [Cover Memo](#)  
                                  [12-Month Tenancy Lease Agreement](#)  
                                  [Occupied Transient Slips](#)

**Postponed Indefinitely**

**Approval of the Consent Agenda**

A motion was made by Vice Mayor Lopez, seconded by Commissioner Carey to Approve the Consent Agenda. The motion was carried unanimously.

**PROCLAMATIONS**

- 26                    Lung Cancer Awareness Month

**Sponsors:**            Mayor Henriquez

**Attachments:**        [Proclamation](#)

**Received and Filed**

- 27                    Dr. Mark Whiteside Day

**Sponsors:**            Commissioner Lopez

**Attachments:**        [Proclamation](#)

**Received and Filed**

- 28                    Zonta - 16 Days of Activism

**Sponsors:**            Commissioner Lopez

**Attachments:**        [Proclamation](#)

**Received and Filed**

29 Purple Heart Honorees

Sponsors: Commissioner Carey

Withdrawn

**PRESENTATIONS**

30 Employee Services Awards - Bridget Flores, Human Resources Director

Sponsors: Interim City Manager Stoughton

Attachments: [Cover Memo](#)

Received and Filed

31 Employee of the Quarter - 4th Quarter FY24 - Bridget Flores, Human Resources Director

Sponsors: Interim City Manager Stoughton

Attachments: [Cover Memo](#)

Received and Filed

32 Key West Ambassadors Academy Class #41 Graduation

Sponsors: Interim City Manager Stoughton

Attachments: [Cover Memo](#)

Received and Filed

33 College of the Florida Keys Water Quality Monitoring Partnership - Dr. Patrick Rice

Sponsors: Interim City Manager Stoughton

Attachments: [Cover Memo](#)  
[Presentation](#)

Received and Filed

34 Utilities Department Update - Matt Willman, Utilities Director

Sponsors: Interim City Manager Stoughton

Attachments: [Cover Memo](#)

Received and Filed



## RESOLUTIONS - Con't

- 35 Requesting approval of the Agreement for payment between the City of Key West and Bahama Village on Fort, Ltd, as the developer of twenty-eight (28) homeownership units known as the Lofts of Bahama Village Condominiums for the distribution of the awarded funding through the Monroe County Comprehensive Plan Land Authority being used as construction subsidy to reduce the sales prices of the units for affordability; Authorizing the City Manager to execute all documents consistent therein upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Agreement for Payment](#)  
[MCLA 03-2025 Approval of MCLA Funding](#)

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

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Res 24-289

- 36 Approving a two-year renewal of the "Contract Agreement" for water testing services between the City/CRA and Eurofins Environment Testing Southeast, LLC on the same terms and conditions; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Extension Request](#)  
[Contract](#)  
[First Amendment to Contract](#)  
[Res 22-117](#)  
[Res 22-137](#)  
[Res 21-270](#)  
[Res 21-277](#)

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

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Res 24-290

- 37 Approving the attached "First Amendment to Agreement," providing for a one-year extension, between the City and the Key West Cultural Preservation Society, Inc. for the use of Mallory Square for Sunset Celebration.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[First Amendment to Agreement](#)  
[\\*Large File\\* Res 19-367 Agreement Renewal](#)  
[CPS Requested Agreement Modifications](#)  
[CPA Report 10-1-22 to 9-30-23](#)

**A motion was made by Commissioner Kaufman, seconded by Commissioner Haskell, to extend the Agreement for three months (ending February 2025) and charge \$500 per month during the extension period to allow time for both parties to negotiate new terms. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Res 24-291

38

**Withdrawn:** Approving the attached "Intergovernmental Support Agreement Between Naval Air Station Key West and City of Key West for Support Services" (IGSA), Authorizing the City Manager or designee to execute the Agreement on behalf of the City, upon the advice and consent of the City Attorney.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[IGSA Partnership Packet](#)

**Withdrawn**

*Meeting went into Recess: 11:22 A.M.*

*Meeting Reconvened: 11:35 P.M.*

39

## Adopting amended rules of procedure for City Commission meetings.

**Sponsors:** Mayor Henriquez and Commissioner Lee

**Attachments:** [Resolution](#)  
[Cover Memo](#)

Unanimously agreed to divide the question of changes to meeting procedures.

A motion was made by Commissioner Lee, seconded by Commissioner Carey, to move the regular Commission meetings to the first Tuesday of every month beginning in January 2025. That motion passed unanimously.

A motion was then made by Commissioner Carey, seconded by Commissioner Lee, to accept the proposed language of 'Commissioner comment shall be limited to five (5) minutes per Commission member/per item, unless leave is granted by the Mayor for items of particular community interest or relevancy' to Sec. 3(b). That motion passed with Commissioners Carey, Hoover, Lee, Lopez, and Mayor Henriquez voting Yes and Commissioners Haskell and Kaufman voting No.

A motion was made by Commissioner Carey, seconded by Commissioner Lee, to approve the remaining proposed changes as follows:

1 - Using gender neutral reference of they/their throughout document and where appropriate.

2 - Striking proposed language of 'morning session' from Sec. 4(a) and accepting 'public comment shall not be grounds to remove an item from consent agenda' in the same Sec.

3 - Accepting proposed language of 'pursuant to Sec. 2-1 of the Code of Ordinances' to Sec. 4(b).

4 - Striking proposed language of 'monthly except for the month of June' to Sec. 5(a) and keeping language as is to read 'eleven (11) months per year'. Also adding proposed language of 'or a recognized holiday' in the same Sec.

5 - Accepting proposed language of 'sponsor' in Sec. 6(a) and 'calendar' in Sec. 6(b).

The motion carried by the following vote:

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Res 24-292

40

Approving the attached "Interlocal Agreement" pursuant to Chapter 163, Florida Statutes, for Public School Facility Planning and Joint Use of Poinciana Elementary School, Horace O'Bryant School, Gerald Adams Elementary School, and ~~Key West High School Sports and Recreational Facilities~~" between the District School Board of Monroe County, Florida and the City of Key West.

**Sponsors:** Commissioner Carey and Commissioner Kaufman

**Attachments:** [Resolution - Amended 11/13/2024](#)  
[Resolution](#)  
[Cover Memo](#)  
[Proposed Agreement](#)  
[PRAB Resolution 24-03](#)  
[Current ILA Agreement](#)  
[Disclosure of changes - KW ILA](#)

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

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Res 24-293

41

Directing the City Manager to identify independent counsel to advise the City Commission on certain issues pertaining to pending investigations and other related matters as may be directed by the City Commission; Authorizing necessary budget transfers and adjustments.

**Sponsors:** Commissioner Kaufman

**Attachments:** [Resolution](#)  
[Cover Memo](#)

**Withdrawn**

**42** Approving the attached 2025 Meeting Schedule for the Key West City Commission.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution](#)  
[Option A 1st Tuesday](#)  
[Option B 3rd Tuesday](#)  
[Option C 2nd Thursday](#)

A motion was made by Commissioner Kaufman, seconded by Vice Mayor Lopez, to approve the meeting dates (Option A) with regular meetings on the 1st Tuesday of the month unless otherwise noted, have no regular meeting in July, and to move October's meeting date to Thursday, October 9, 2025 to accommodate a Jewish holiday. The motion carried by the following vote:

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Res 24-294

**DISCUSSION**

**43** Tourist Development Council (TDC) surplus funding

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Cover Memo](#)  
[BOCC Letter 10.22.2024](#)  
[Presentation](#)

**Discussed**

**44** City Manager Selection

**Sponsors:** Interim City Manager Stoughton

**Discussed**

*A motion was made by Commissioner Kaufman, seconded by Vice Mayor Lopez, to table the remaining items (City Manager's Report, City Attorney's Report, City Clerk's Report, and Commission Comments) to the Evening Session. That motion passed unanimously.*

**RECESS - 1:09 P.M.**

**EVENING SESSION**

**RECONVENE - CALL TO ORDER - 5:00 P.M.**

**ROLL CALL**

**Present** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

**INVOCATION - Bishop Derrick Anderson**

**PLEDGE OF ALLEGIANCE**

**CITIZEN COMMENTS**

**APPROVAL OF AGENDA**

*The agenda was unanimously approved as amended*

**PROCLAMATIONS**

**45** Bishop Anderson Day

**Sponsors:** Commissioner Lopez

**Attachments:** [Proclamation](#)

**Received and Filed**

**46** Key West Little Conch All Star Baseball Team

**Sponsors:** Commissioner Carey

**Attachments:** [Proclamation](#)

**Received and Filed**

**PRESENTATIONS**

**47** Public-Private Partnership for City Projects - John O'Grady, Fortress Secured

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Presentation](#)

**Received and Filed**

**RESOLUTIONS**

**48**                    **Easement - 920 Caroline Street (RE# 00002790-000000) -**  
Approving and Easement of approximately four hundred fifty-three (453) square feet, at a property located at 920 Caroline Street, in order to construct a fence and outdoor area associated with a restaurant on adjacent land owned by the City of Key West in the Historic Residential Commercial Core (HRCC-2) Zoning District, pursuant to Section 2-938(B)(3) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing fees and conditions.

**Sponsors:**            Interim City Manager Stoughton

- Attachments:**        [Resolution](#)  
                                  [Cover Memo](#)  
                                  [Easement Agreement](#)  
                                  [Planning Package](#)  
                                  [Keys Energy-Comments](#)  
                                  [Urban Forestry- Comments](#)

**A motion was made by Vice Mayor Lopez, seconded by Commissioner Haskell, that the Easement be Granted with conditions outlined in the Agreement. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Res 24-295

**ORDINANCES – FIRST READING**



49

**Official Future Land Use Map Amendment of the Comprehensive Plan - 715 Seminole Avenue (RE # 00037230-000100; AK# 8735669) and 811 Seminole Avenue (RE # 00037160-000100; AK# 8735677) - An Ordinance of the City of Key West, Florida, amending the boundaries of the Official Future Land Use Map of the City of Key West Comprehensive Plan for properties located at 715 Seminole Avenue and 811 Seminole Avenue; Amending the Future Land Use Map Legend from Historic Residential to Historic Commercial for the parcels stated above pursuant to Chapter 90, Article VI, Division 3 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for severability; Providing for the repeal of inconsistent provisions; Providing for transmittal to the State Land Planning Agency; Providing for the filing with the Secretary of State and for an effective date; Providing for the inclusion into the City of Key West Comprehensive Plan.**

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[PB Resolutuion 2024-010](#)  
[Staff Report 3.12.24](#)  
[Planning Package 1.18.24](#)  
[Noticing Package 1.18.24](#)  
[Public Comments - Opposed](#)  
[Request for Postponement](#)

**A motion was made by Commissioner Carey, seconded by Vice Mayor Lopez, that the Ordinance be Postponed Indefinitely. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

50

**Official Zoning Map Amendment of the Land Development Regulations - 715 Seminole Avenue (RE # 00037230-000100; AK# 8735669) and 811 Seminole Avenue (RE # 00037160-000100; AK# 8735677) - An Ordinance of the City of Key West, Florida, amending the boundaries of the Official Zoning Map for properties located at 715 Seminole Avenue and 811 Seminole Avenue; Amending the boundaries of the Official Zoning Map category from Historic Medium Density Residential (HMDR) to Historic Commercial Tourist (HCT) for the parcels stated above pursuant to Chapter 90, Article VI, Division 2 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for concurrent and conditional adoption upon adoption of Comprehensive Plan amendments; Providing for severability; Providing for an effective date.**

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[PB Resolution 2024-011](#)  
[Staff Report 3.12.24](#)  
[Planning Package 1.18.24](#)  
[Noticing Package 1.18.24](#)  
[Public Comments - Opposed](#)  
[Request for Postponement](#)

**A motion was made by Vice Mayor Lopez, seconded by Commissioner Carey, that the Ordinance be Postponed Indefinitely. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

51

An Ordinance of the City of Key West, Florida, amending Chapter 2 of the Code of Ordinances, entitled "Uniform Procedures for Advisory Boards", by amending Article V entitled "Committees, Boards and Commissions" and by amending Division 2 titled "Uniform Procedures for Advisory Boards" by adding screening committees, by amending Section 2-281 entitled "Application", by amending 2-282 entitled "Appointment; Tenure" to prohibit members of the City Commission from serving on advisory boards or screening committees and to permit for direct removal; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Commissioner Hoover

**Attachments:** [Ordinance](#)  
[Cover Memo](#)

**A motion was made by Vice Mayor Lopez, seconded by Commissioner Hoover, that the Ordinance be Passed to Second Reading. The motion carried by the following vote:**

**No:** 2 - Commissioner Haskell and Commissioner Kaufman

**Yes:** 5 - Commissioner Carey, Commissioner Hoover, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

52

An Ordinance of the City of Key West, Florida, amending Chapter 78 of the Code of Ordinances, entitled "Vehicles for Hire", by amending Article I entitled "In General" and by amending Section 78-4 entitled "Limousines" to include non CDL luxury vans; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Commissioner Hoover

**Attachments:** [Ordinance](#)  
[Cover Memo](#)

**A motion was made by Vice Mayor Lopez, seconded by Commissioner Hoover, that the Ordinance be Passed to Second Reading. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

53

An Ordinance of the City of Key West, Florida, amending Chapter 2 of the Code of Ordinances, entitled "Administration" by amending Section 2-708, to the Homebuyers Assistance Program by revising processes and other requirements necessary to operate the program; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Ordinance](#)  
[Cover Memo](#)

**A motion was made by Commissioner Lee, seconded by Vice Mayor Lopez, that the Ordinance be Passed to Second Reading. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

#### **ORDINANCES - SECOND READING (Public Hearing and Proposed Adoption)**

54

An Ordinance of the City of Key West, Florida, amending Chapter 70 of the Code of Ordinances entitled "Traffic and Vehicles, Article IV, Parking, Stopping and Standing, Division 3, Parking Lot Rates" by amending Sections 70-186 through 70-190 to adjust parking rates throughout the City; Providing for severability; Providing for repeal of inconsistent provisions.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[Business Impact Estimate](#)

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

**No:** 2 - Commissioner Carey and Commissioner Kaufman

**Yes:** 5 - Commissioner Haskell, Commissioner Hoover, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Ord 24-30

55

**Text Amendment of the Land Development Regulations -**

An Ordinance of the City of Key West, Florida, amending Chapter 122 of the Code of Ordinances, entitled “Zoning” by Article V, entitled “Supplementary District Regulations”, Division 3, entitled “Area Requirements”, Section 122-1145, entitled “Required Yards,” to amend yard coverage and nonconformity regulations to reduce regulatory barriers to the elevation of dwelling units; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Ordinance](#)  
[Cover Memo](#)  
[PB RES 2024-016 Text Amendment Home Elevations](#)  
[Staff Report](#)

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

**Yes:** 7 - Commissioner Carey, Commissioner Haskell, Commissioner Hoover, Commissioner Kaufman, Commissioner Lee, Vice Mayor Lopez and Mayor Henriquez

Enactment No: Ord 24-31

**CITY MANAGER'S REPORT**

56

## Department Reports

- Attachments:**
- [October 2024 Building Dept](#)
  - [October 2024 Code Compliance](#)
  - [October 2024 Community Services](#)
  - [October 2024 Engineering](#)
  - [October 2024 Fire](#)
  - [October 2024 Housing](#)
  - [October 2024 Information Technology](#)
  - [October 2024 Parking](#)
  - [October 2024 Planning](#)
  - [October 2024 Police Dept](#)
  - [October 2024 Port and Marine Svcs](#)
  - [October 2024 Property Management](#)
  - [October 2024 Public Information](#)
  - [October 2024 Transit](#)
  - [October 2024 Utilities](#)
  - [October 2024 Human Resources](#)

Received and Filed

**CITY ATTORNEY'S REPORT**

**CITY CLERK'S REPORT**

**COMMISSION COMMENTS**

**ADJOURNMENT - 6:26 P.M.**