



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Meeting Agenda Full Detail

### City Commission

*Mayor Denise 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*

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Thursday, October 9, 2025

9:00 AM

City Hall

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Revised October 6, 2025

**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 - Pastor Brandon Rodriguez

#### 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                   \*September 3, 2025 (Regular)

Attachments: [Minutes](#)

2                   \*September 11, 2025 (Special)

Attachments: [Minutes](#)

3                   \*September 25, 2025 (Special)

Attachments: [Minutes](#)

**RESOLUTIONS**

4                   \*Respectfully requesting that the United States Navy withdraw its objection to the proposed Wisteria Island Mooring Field; Providing for transmittal.

Sponsors: Vice Mayor Lee

Attachments: [Resolution](#)

5                   \*Authorizing a targeted review of building permits issued between January 1, 2020 and April 2025; Providing parameters to limit the scope of work.

Sponsors: Commissioner Haskell

Attachments: [Resolution](#)

[Public Comment - Lloyd](#)

6 \*Authorizing the Bahama Village Community Coalition, Inc. to conduct a Goombay Festival on October 17 & 18, 2025 from noon to 11:00 P.M; Authorizing the closure of Petronia Street between Duval Street and Fort Street and a parade on Saturday, October 18, 2025, starting at the Nelson English Park at 6:15 P.M; Authorizing the sale and consumption of alcoholic beverages within the barricaded area of the Festival; Granting an exemption from the Noise Control Ordinance pursuant to Section 6-86 of the Code of Ordinances during the Festival.

[Sponsors:](#) City Manager Barroso

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

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

[Agreement](#)

[Application & Approvals](#)

7 \*Authorizing General Horseplay to hold the Tutu Pre Party Parade on Tuesday, October 21, 2025 from 6:00 P.M. to 8:00 P.M. (set-up at 5:00 P.M.) throughout the streets of Key West; Authorizing the closure of certain streets or portions thereof for said parade from 6:00 P.M. to 8:00 P.M.

[Sponsors:](#) City Manager Barroso

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

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

[Application & Approvals](#)

8 \*Authorizing U.S. Coast Guard Sector Key West to hold the Annual Veterans Day Parade on Duval Street on Tuesday, November 11, 2025 from 4:00 P.M. to 7:00 P.M. (set-up at 2:00 P.M.) ; Authorizing the closure of certain streets or portions thereof for said parade from 4:00 P.M. to 7:00 P.M.; Waiving all fees for required City services.

[Sponsors:](#) City Manager Barroso

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

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

[Application & Approvals](#)

9 \*Authorizing MARC, Inc. to conduct "Tour de Keys 2025" at Truman Waterfront Major Field on Saturday, November 22, 2025, from 12:00 P.M. to 8:00 P.M (set-up Friday, November 21, 2025); Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the barricaded area.

**Sponsors:** City Manager Barroso

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

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

[Application & Approvals](#)

10 \*Authorizing the Key West Art & Historical Society, Inc. to conduct the Annual Holiday Concert & Bazaar at the Customs House and Clinton Place on Friday, December 12, 2025, from 5:00 P.M. to 8:00 P.M. (set-up beginning at 11:00 A.M.); Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.

**Sponsors:** City Manager Barroso

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

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

[Application & Approvals](#)

11 \*Authorizing Mile 0 Events to hold the "Running of the Elves 5K" on Saturday, December 20, 2025 from 6:00 P.M. to 7:00 P.M. (set-up at 3:00 P.M.) throughout the streets of Key West; Authorizing the closure of certain streets or portions thereof for said race from 6:00 P.M. to 7:00 P.M.

**Sponsors:** City Manager Barroso

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

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

[Application & Approvals](#)

12 \*Authorizing the Key West Track & Field Club to hold the Run for Paradise on Saturday, January 3, 2026 from 8:00 A.M. to 10:00 A.M. (set-up at 6:00 A.M.) throughout the streets of Key West; Authorizing the closure of certain streets or portions thereof for said race from 8:00 A.M. to 10:00 A.M.

**Sponsors:** City Manager Barroso

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

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

[Application & Approvals](#)

13 \*Authorizing On Pointe Entertainment to hold the "Irish Kevin's 5K/10K Shamrock Shuffle" on Saturday, March 14, 2026 from 7:00 A.M. to 12:00 P.M. (set-up beginning at 6:00 A.M.) throughout the streets of Key West; Authorizing the closure of certain streets or portions thereof for said race from 6:00 A.M. to 12:00 P.M; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.

**Sponsors:** City Manager Barroso

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

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

[Application & Approvals](#)

14 \*Approving the Letter of Engagement dated September 24, 2025 for Mayanne Downs, of the DownsAaron Law Firm, to serve as City Attorney for the City of Key West, Florida, on a month-to-month basis, at the rate of \$495 per hour, effective October 13, 2025, for a maximum of eighteen (18) months or until terminated by either party; Authorizing the Mayor to execute the Letter of Engagement; Authorizing the City Manager to execute any necessary budget transfers and/or adjustments.

**Sponsors:** Interim City Attorney Harden

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

[Letter of Engagement](#)

[Res 25-247 Selecting M. Downs](#)

[CA Screening Committee Recommending M. Downs](#)

15

\*Ratifying the Interlocal Agreement dated March 26, 2025, between the City of Key West, Florida and the Utility Board of the City of Key West, Florida for the use of city-owned property located at 2725 South Roosevelt Boulevard, Key West, Florida, Parcel ID No. 0066240-000000, for electrical services to install a 13.8kV line extension to provide needed redundancy at the Key West International Airport; Authorizing the Interlocal Agreement between the City of Key West, Florida and the Utility Board of the City of Key West, Florida, for the use of city-owned property located at 2901 South Roosevelt Boulevard, Key West, Florida, Parcel ID No. 00066020-000000, for electrical services to install a 13.8kV line extension to provide needed redundancy at the Key West International Airport; Authorizing the City Manager to execute any necessary related documents, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

[Cover Memo \(City Attorney\)](#)

[Exhibit A - Sketch and Description City Parcel](#)

[Exhibit B - Interlocal Agreement dated March 26, 2025](#)

[Exhibit C - Proposed ILA](#)

[Property Record Card](#)

[City of Key West Utility Board ILA with Monroe County](#)

16 \*Approving and accepting the attached “State of Florida Department of Transportation State-Funded Grant Agreement” for funding in the amount of up to \$500,000.00 (\$500,000.00 City match) for Key West - Von Phister Street Safety Improvements; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney; Authorizing approval and execution of subsequent amendments to this Grant Agreement which may adjust grant funding allocations to the City or modify the project scope and period of performance upon consent of the City Attorney; Authorizing necessary budget amendments and transfers to accept the funding.

**Sponsors:** City Manager Barroso

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

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

[Grant Award / Application](#)

[Grant Agreement](#)

17 \*Approving the Task Order #2509-01 to Artibus Design, LLC in the total amount of \$83,716.00 for environmental permitting and structural engineering design services for the Edward B. Knight Pier, Key West, Florida; Authorizing the City Manager to execute any necessary budget transfers/adjustments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

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

[Task Order](#)

[Structural Assessment](#)

[Artibus Contract](#)

18 \*Approving Task Order #2509-02 to Artibus Design, LLC in the total amount of \$132,140.00 for coral relocation, monitoring, and compliance per FKNMS Permit #FKNMS-2025-182 for Mallory T-Pier, Key West, Florida; 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 \(Engineering\)](#)

[Task Order](#)

[FKNMS Permit](#)

[Artibus Contract](#)

19 \*Approving Task Order #2508-01 to Artibus Design, LLC in the total amount of \$96,432.00 for structural engineering design services for the City of Key West Old Town Garage (The Park N' Ride) located at 300 Grinnell Street, Key West, Florida; 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 \(Engineering\)](#)

[Task Order](#)

[Artibus Executed Contract](#)

20 \*Approving a Task Order to Jacobs Engineering Group, Inc. in an amount not to exceed \$536,852 for Mallory Wharf Repair Design and Permitting Services; Authorizing any necessary budget transfers or adjustments; Authorizing the City Manager to execute documents upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

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

[Task Order](#)

[Mallory Square Wharf Assessment](#)

[Jacobs Contract](#)

[Res 23-029 Gen Eng Svcs](#)

21 \*Approving the work orders for Charley Toppino & Sons, Inc. in the amount of \$1,511,105.97 for asphalt milling and paving, striping, and shoulder repair under the Right-of-Way Improvements Contract; Authorizing the City Manager to execute any necessary budget transfers or amendments, upon consent of the City Attorney's office.

**Sponsors:** City Manager Barroso

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

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

[Task Order Proposal](#)

[Res 25-061 Approving Extension](#)

[Res 22-289 Awarding Contract](#)

22      \*Approve Change Order No. 4 to the agreement with BCC Engineering in the amount of \$45,267.45 for the Southernmost Point Plaza Project to adjust the design to a traditional curbed roadway; Authorizing the City Manager to execute any necessary documents, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

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

[Change Order #4](#)

[Task Order #1](#)

[Change Order #1 Approving Two Way Design](#)

[Change Order #2 Design Scope Reduction](#)

[Change Order #3 Drainage Modeling](#)

23      \*Authorizing acceptance of a non-binding grant award from the National Fitness Campaign in the amount of \$35,000.00 to support the installation of an outdoor Fitness Court at Bayview Park; Authorizing city staff to initiate project planning, including identification of matching funds and coordination with National Fitness Campaign representatives.

**Sponsors:** City Manager Barroso

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

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

[Notice of Award and Program Requirements](#)

[NFC Municipal Briefing Deck](#)

[Grant Evaluation Form](#)

24      \*Authorizing Purchase Exemptions for cumulative expenditures during Fiscal Year 25-26 to entities listed in Exhibit "A" in excess of \$50,000.00.

**Sponsors:** City Manager Barroso

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

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

[Exhibit A - Detailed Listing of Exemptions \(Revised 10.7.25\)](#)

[Blanket PO Acknowledgement](#)

25 \*Ratifying the attached "Grant Award Agreement" Contract ID #3544 with Monroe County for the City of Key West Mallory Square Wharf Improvements Phase I (Public Facility) Project in the amount of \$2,603,464.00; Authorizing the Mayor to execute necessary documents upon consent of the City Attorney; Authorizing approval and execution of subsequent amendments to this Grant Agreement which may adjust grant funding allocations to the City or modify the project scope and period of performance upon consent of the City Attorney; Authorizing necessary budget adjustments to accept the funding.

**Sponsors:** City Manager Barroso

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

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

[Grant Agreement](#)

[Application](#)

26 \*Ratifying the City Manager's execution of an Emergency Change Order to Florida Keys EVR increasing the contract value by \$18,472.28 (under Purchase Order #P104114) pursuant to the City's procurement policy and Sec. 797(2) of the Code of Ordinances of the City of Key West, Florida; Authorizing the City Manager to execute any necessary related documents, budget transfers and/or adjustments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

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

[Procurement Memo - EVR](#)

27 \*Ratifying the City Manager's emergency approval to contract with Florida Fence Corporation for the installation of fencing at Bayview Park, pursuant to Section 2-797(2) of the City's purchasing code; 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 \(Revised 10.7.25\)](#)

[Cover Memo \(Finance\) \(Updated 10.7.25\)](#)

[Procurement Manager Memo](#)

[Florida Fence Quote \(Updated 10.7.25\)](#)

[Florida Fence Executed Contract](#)

28 \*Approving the attached "Agreement Between the State of Florida, Department of State and City of Key West, Grant Agreement No. 26.h.sm.100.063" in the amount of \$50,000.00 for a small matching grant awarded by the Division of Historical Resources for Adaptation Surveys of the Key West Aquarium and Hospitality House; Authorizing the City Manager to execute the necessary documents and budget amendments and transfers to accept the funding; Authorizing approval and execution of subsequent amendments to this Grant Agreement which may adjust grant funding allocations to the City or modify the project scope and period of performance.

**Sponsors:** City Manager Barroso

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

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

[Grant Agreement](#)

[Application Review and Ranking](#)

[Application](#)

29

\*Approving staff's recommendation to award a Contract to Stantec Consulting Services, Inc. for implementation of the City's Water Quality Monitoring Program (in response to RFP #25-020) in an amount not to exceed \$131,531.00 for a term of one (1) year from the effective date with an option to renew for four (4) additional one (1) year periods; Authorizing the City Manager, or their designee, to negotiate and execute the Agreement and all associated documents, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

[Cover Memo \(Finance/Procurement\)](#)

[Bid Documents](#)

[Addendum #1](#)

[Addendum #2](#)

[Legal Advertisement](#)

[Scoring Sheet](#)

[Selection Committee Scoring, Minutes, Conflict of Interest Form](#)

[Ecological Associates, Inc. Proposal](#)

[Hydrologic Associates USA, Inc. Proposal](#)

[Mote Marine Laboratory, Inc Proposal](#)

[RES Proposal](#)

[Stantec Proposal](#)

[UES Proposal](#)

[Vendor Coorespondence](#)

[Last Stand Letter](#)

[Public Comment - Baier](#)

[Commissioner Kaufman Memo](#)

[Caribe Nautical Letter](#)

30

\*Approve City staff's recommendation to initiate interim contract negotiations with Fortress Secured for the design, construction, and financing of Fire Station #3, as identified in BID #25-001, pursuant to Section 2-774 of the City of Key West Code of Ordinances governing Public/Private Partnerships (P3s); Authorize the City Manager to commence interim negotiations in accordance with the procedures and requirements outlined in Section 2-774, subject to the review and approval of the City Attorney.

**Sponsors:** City Manager Barroso

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

[Cover Memo \(Finance/Procurement\)](#)

[Legal Notice](#)

[Addendum #1](#)

[BID 25-001 - Addendum #2](#)

[BID 25-001 - Bid Memorandum](#)

[Unsolicited Proposal](#)

[Ordinance 25-02](#)

[Cover Memo - 03.04.2025](#)

[Resolution 25-044](#)

[Cover Memo - 06.04.2025](#)

[Resolution 25-130](#)

[Vendor Coorespondence](#)

31 \*Approving the award of ITB #25-017 to Marino Construction Group, Inc. for construction services related to wind hardening for Fire Station No. 1; Authorizing the City Manager, or designee, to negotiate a contract in accordance with ITB #25-017 and to execute any necessary related documents and budget transfers/adjustments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

[Cover Memo \(Finance/Procurement\)](#)

[Bid Documents](#)

[Drawings](#)

[Addendum #1](#)

[Bid Memo](#)

[Structural Improvements](#)

[Best Home Windows and Doors Proposal](#)

[DL Porter Proposal](#)

[Marino Construction Group Proposal](#)

[Pedro Falcon Proposal](#)

[Vendor Coorespondence](#)

32 \*Approving the Contract with Florida Keys EVR, LLC for "as-needed" maintenance and repair services for the Key West Fire Department for a term of three (3) years in an amount not to exceed \$100,000.00 annually, pursuant to Sec. 2-797(4)b. of the Code of Ordinances of the City of Key West, Florida; 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 \(Finance/Procurement\)](#)

[Contract](#)

33 \*Approving the purchase of one (1) 2029 Pierce Impel Pumper Apparatus, including all necessary options and equipment, from Ten-8 Fire & Safety, LLC in the amount of \$1,035,994.49 (with optional pre-payment discount) utilizing the Florida Sheriff's Association Government Contract No. FSA25-VEF19.0, Fire Rescue Vehicles and Other Equipment; Authorizing the City Manager to execute any necessary related documents, budget transfers and/or adjustments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

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

[Proposal](#)

[FSA Contract](#)

[FSA Contract Packet](#)

[FSA Specifications](#)

34 \*Approving a three-year Contract beginning October 1, 2025, for Floodplain Management Software and Services, and Stormwater Drainage Software, from Forerunner Industries, Inc. on a fixed annual rate basis in an amount not to exceed \$260,000 through the Master Services Agreement with Forerunner Industries, Inc. for Floodplain and Stormwater Drainage Management; Authorizing the City Manager to execute any necessary documents and budget transfers/adjustments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

[Cover Memo \(Growth Management\)](#)

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

[Statement of Work No. 3 - Floodplain](#)

[Statement of Work No. 4 - Stormwater](#)

[2023 Master Services Agreement Forerunner](#)

[Sole Source PDF](#)

35 \*Authorizing the purchase of the Mitel MiVoice Connect Phone System from IPC Technologies, to include licensing, hardware and upgrade services, in an amount not to exceed \$149,288.51, utilizing the Sourcewell Cooperative Purchasing Agreement Mitel Business Solutions Systems Contract Number 120122-MBS; 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 \(IT\)](#)

[Procurement Memo](#)

[Migration Proposal](#)

[Mitel Sourcewell Contract](#)

[Pricing](#)

36 \*Authorizing the purchase of two (2) Leibert PDX/PCW PX018UA1CD09ZQ CRAC (Computer Room Air Conditioning) Replacement Datacenter Cooling Units, including associated removal/installation services, from Trane U.S. Inc. in an amount not to exceed \$310,750.00 utilizing the OMNIA 3341-Trane Contract, pursuant to Section 2-797(3) and (4)b of the Code of Ordinances of the City of Key West, Florida; 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 \(IT\)](#)

[Quote](#)

[Procurement Memo](#)

[OMNI Executive Summary](#)

[Trane Contract](#)

[Trane Amendment No. 5](#)

37 \*Approving staff's recommendation for the City's FY-26 State and Federal Legislative Agenda; 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 \(Legislative Liaison\)](#)

[2026 State Legislative Priorities](#)

[2026 Federal Legislative Priorities](#)

38 \*Approving the proposed "Occupied Transient License Agreement", attached hereto as Exhibit "A" and made a part hereof, to exempt *up to* twenty-three (23) identified monthly transient tenants residing in the City Marina at Garrison Bight and currently paying \$32.24/ft. as of June 4, 2025 from the adjusted rate increase of \$55.00/ft. and contingent upon the tenant's execution of their agreement by November 1, 2025 following Commission approval or their rates will be increased to the adjusted rate of \$55.00/ft; Authorizing the City Manager to execute any necessary budget transfers, adjustments or other related documents, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

[Cover Memorandum](#)

[Exhibit "A"](#)

[Res 25-153 Adjusted Dockage Rate](#)

[Public Comment - Miccio](#)

[Public Comment - Miccio \(2\)](#)

[Commissioner Kaufman Memo](#)

[KW Liveaboard Assoc Proposed Changes](#)

39 \*Approving the (10) ten-year Lease Renewal between Key West Players, Inc. and the City of Key West, Florida for occupancy of the Waterfront Playhouse located at 407 Wall Street in Mallory Square commencing May 1, 2026; Authorizing the City Manager to execute the Lease Renewal and any necessary related documents and/or budget transfer/amendments.

**Sponsors:** City Manager Barroso

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

[Cover Memo \(Property Management\)](#)

[Draft Lease](#)

[Res 14-069 Key West Players Lease](#)

[Res 24-249 First Amendment to Lease](#)

[Res 25-098 Second Amendment to Lease](#)

[Sun Biz](#)

40 \*Approving the attached Task Order Phase 1 with NV5 in a total amount not to exceed \$25,428.00 for Energy Savings Performance Contract Pre-Proposal Services; Authorizing the City Manager to execute necessary documents, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

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

[Phase 1 Task Order Proposal](#)

[Res 24-323 Contract Award](#)

[Contract](#)

41 \*Approving the attached Amendment 2 of the Public Transportation Grant Agreement ("PTGA") #G2T51 between the Florida Department of Transportation (FDOT) and the City of Key West extending the term of the Grant Agreement to December 31, 2026; Authorizing the City Manager to execute necessary documents and necessary budget amendments.

**Sponsors:** City Manager Barroso

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

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

[Amendment 2](#)

[Res 24-050 Original Approval](#)

[Grant Agreement](#)

42 \*Establishing a schedule of fees and related charges pertaining to fats, oil and grease discharge and monitoring in the City of Key West pursuant to the City's Fats, Oil and Grease (F.O.G.) Ordinance No. 25-19 to be set forth in Sections 74-245 through 74-262 of the City's Code of Ordinances, once codified; Authorizing the City Manager to execute necessary related documents, administrative actions and budget transfers/adjustments, upon consent of the City Attorney.

**Sponsors:** City Manager Barroso

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

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

[Ordinance 25-19](#)

## PROCLAMATIONS

43 Fire Prevention Week

**Sponsors:** Mayor Henriquez

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

[Cover Memo](#)

**44** Key West Fire Department 150th Anniversary

Sponsors: Mayor Henriquez

Attachments: [Proclamation](#)

**PRESENTATIONS****45** City of Key West Employee Service Awards - Bridget Flores, Director of Human Resources

Sponsors: City Manager Barroso

Attachments: [Cover Memo](#)

**46** Key West Ambassadors Academy Class #43 Graduation

Sponsors: City Manager Barroso

Attachments: [Cover Memo](#)

**47** Fair Insurance Rates in Monroe (FIRM) Annual Update - President, Mel Montagne

Sponsors: City Manager Barroso

Attachments: [Presentation](#)

[Cover Memo](#)

**RESOLUTIONS - Cont'd****48** Approving the attached 2026 Meeting Schedule for the Key West City Commission.

Sponsors: Mayor Henriquez

Attachments: [Resolution](#)

[2026 Proposed Meeting Dates](#)

**49** Authorizing \$75,000 to UNESCO Global Creative City Designation; Establishing the City's financial contribution to UNESCO on an annual basis by Resolution of the City Commission; Authorizing the City Manager to make any necessary budget transfers or amendments.

Sponsors: Commissioner Kaufman

Attachments: [Resolution](#)

[UNESCO Partnership Budget](#)

50 Authorizing the reimbursement of City Commissioner Lissette Carey for attorneys fees incurred in her successful defense of a recall petition against her.

**Sponsors:** Interim City Attorney Harden

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

[Cover Memo](#)

[Exhibit A - Recall Petition](#)

[Composite Exhibit B - Invoices](#)

[Exhibit C - Issuance of Injunction](#)

[Exhibit D - Emergency Motion for Permanent Injunction](#)

[Exhibit E - Suggestion of Mootness](#)

[Thornber v. City of Fort Walton Beach](#)

[Ferrara v. Caves](#)

[Public Comment - DiTocco](#)

[Public Comment - Lloyd](#)

## DISCUSSION

51 City Commission Direction for Diesel Plant

**Sponsors:** City Manager Barroso

**Attachments:** [Cover Memo \(Engineering\)](#)

[Soil/Groundwater Management Plan](#)

[Structural Assessment 05-24-2025](#)

[Public Comment - Torregrosa](#)

[Public Comment - Convertito](#)

[KWAHS Letter](#)

## CITY MANAGER'S REPORT

52

## Department Reports

**Sponsors:** City Manager Barroso

**Attachments:** [August 2025 Building](#)

[August 2025 Code Enforcement](#)

[August 2025 Community Services](#)

[August 2025 Engineering](#)

[August 2025 Finance](#)

[August 2025 Fire](#)

[August 2025 Growth Management](#)

[August 2025 Housing and Community Development](#)

[August 2025 Human Resources](#)

[August 2025 Information Technology](#)

[August 2025 Parking](#)

[August 2025 Police](#)

[August 2025 Port Marine Services](#)

[August 2025 Property Management](#)

[August 2025 Public Information](#)

[August 2025 Transit](#)

[August 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 - Pastor Brandon Rodriguez****PLEDGE OF ALLEGIANCE****CITIZEN COMMENTS****APPROVAL OF AGENDA**

53           **Easement - 417 Elizabeth Street Rear/ 704 Russell Lane (RE# 00006190-000000 / 00006190-000100)** - Approving an Easement of approximately two hundred and two point sixteen (202.16) square feet, at a property located at 417 Elizabeth Street rear, in order to install two (2) water lines from established water meters which encroach on City owned right of way adjacent to Russell Lane for a property located within the Historic Medium Density Residential (HMDR) 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.

**Sponsors:** City Manager Barroso

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

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

[Easement Agreement](#)

[Planning Package](#)

[Letter of objection - Mesker](#)

**Legislative History**

6/26/25

Development Review  
Committee

Discussed

54

**Easement - 534 Duval Street (RE# 00009760-000000) -**

Approving an Easement of approximately two hundred and twenty two point seventy (222.70) square feet, at a property located at 534 Duval Street, in order to maintain existing encroachments for a contributing historic building encroaching on City owned right-of-way adjacent to Duval Street for a property located within the Historic Residential Commercial Core (HRCC-1) 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.

**Sponsors:** City Manager Barroso

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

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

[Easement Agreement](#)

[Planning Package](#)

**Legislative History**

7/17/25      Development Review      Discussed  
Committee

55

**Minor Development Plan - 601 Howard England Way**

**(RE# 00001630-000200)** - Granting Minor Development Plan approval to demolish and reconstruct a new, larger visitor center at Fort Zachary Taylor State Park located in the Historic Public and Semipublic Services (HPS) Zoning District, pursuant to Sections 108-91 and 108-517 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Sponsors:** City Manager Barroso

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

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

[PB Res 2025-032](#)

[Staff Report](#)

[Planning Package](#)

**Legislative History**

7/17/25      Planning Board      Approved

56

**Major Development Plan - 3201 Flagler Avenue (RE# 00052870-000100)** - Granting a Major Development Plan approval to reconstruct a two-story mixed-use commercial and residential structure with landscape waivers on minimum landscape percentage, street frontage, interior, and perimeter landscaping on property located within the Limited Commercial (CL) Zoning District pursuant to Chapter 108, Section 108-91, and Article III through IX, Chapter 122, Article IV, Division 4, Subdivision II, and Section 122-28 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Sponsors:** City Manager Barroso

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

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

[PB Res 2025-049](#)

[Staff Report](#)

[Planning Package](#)

**Legislative History**

9/18/25

Planning Board

Approved

## DISCUSSION

57

Grand Jury Report Update

**Sponsors:** Vice Mayor Lee

## ORDINANCES – FIRST READING

58

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:** Interim City Attorney Harden

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

59

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

- An Ordinance of the City of Key West, Florida, to amend the Land Development Regulations Chapter 122, entitled "Zoning", Article V, entitled "Supplementary District Regulations", Division 13, entitled "Tattoo Establishments," Section 122-1543, entitled "Separation Requirements,;" Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

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

## Cover Memo (Planning)

PB Resolution 2025-050

## Staff Report

### Legislative History

9/18/25 Planning Board Approved

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

60

An Ordinance of the City Commission of the City of Key West, Florida, amending Section 2-199 Internal Auditor of Subpart A General Ordinances Chapter 2 Administration, Article IV Departments, to establish the position of Inspector General to report directly to the City Commission; Amending Article III Officers and Employees, to create Division V Inspector General, Section 2-161 through 2-168 of the Code of Ordinances of the City of Key West, Florida; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Vice Mayor Lee

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

### Legislative History

9/3/25      City Commission      Passed to Second Reading

61

An Ordinance of the City of Key West, Florida, amending Chapter 2 of the Code of Ordinances, entitled "Administration," Article VI entitled "Code Compliance," Division 2 entitled "Special Magistrate Procedure" by amending Section 2-631, Definitions, Section 2-632, Findings and Purpose, Section 2-634 Special Magistrate, Section 2-636 Support Staff and Legal Counsel to Code Compliance, Section 2-637 Enforcement Procedure, Section 2-640, Hearing; Testimony, Section 2-643 Fine for Noncompliance or Repeat Violation; Costs of Repair, Section 2-646, Lien; Enforcement of Order; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

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

[Cover Memo \(Code Enforcement\)](#)

**Legislative History**

9/3/25

City Commission

Passed to Second Reading

62

An Ordinance of the City of Key West, Florida, amending Chapter 46, Section 107 of the Code of Ordinances to provide for an ad-hoc 2% annual cost of living adjustment to retirees receiving a benefit as of January 1, 2026 and to provide for an increase in the monthly benefit to \$1,000 for retirees who retired with more than 20 years of service whose current monthly benefit is less than \$1,000; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

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

[Cover Memo - Updated - \(Finance\)](#)

[Actuarial Impact Statement](#)

[Business Impact Estimate](#)

[Ordinance - Pension Board Proposal](#)

[Pension COLA Letter](#)

[Teamsters Support Letter](#)

[Original COLA Study](#)

**Legislative History**

8/6/25	City Commission	Postponed
9/3/25	City Commission	Passed to Second Reading

63

An Ordinance of the City of Key West, Florida, amending Chapter 78 of the Code of Ordinances, entitled "Vehicles for Hire," Article I entitled "In General," by amending Section 78-5 Business License or Franchise Required for All Vehicles for Hire, Article II entitled "Passenger Vehicles For Hire," Section 78-62 Limits on Passenger Vehicle for Hire Licenses, Section 78-64, Independent Passenger Vehicle for Hire Licenses, Section 78-67 Revocation of Authorization to Operate a Wheelchair Accessible Vehicle, Division 3, entitled "Driver's Permit," Section 78-92 Requirements for Issuance, Section 78-93 Renewal, Section 78-94 Display, Section 78-95 Driver Actions Prohibited, Section 78-96 Receipts, Division 4 entitled "Vehicle License" Section 78-126 Required, Section 78-127 Display of Decal; Standby Vehicles, Section 78-128 Requirements for Issuance, Section 78-129 Requirements of Licensee, Section 78-130 Renewal, Section 78-132 Provisional License, Division 5 entitled "Rates and Charges," Section 78-161 Meters; Zones; Providing for Severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

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

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

[Business Impact Estimate](#)

**Legislative History**

9/3/25

City Commission

Passed to Second Reading

64

**Text Amendment of the Land Development Regulations**

- An Ordinance of the City of Key West, Florida, to amend the Land Development Regulations Chapter 122, Division 5 entitled 'Specific Use Regulation' Subdivision IV entitled 'Home Occupations', Section 122-1306 entitled 'Conditions' and 122-1307 entitled 'Issuance of Permit'; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Barroso

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

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

[PB Resolution 2025-020](#)

[Staff Report](#)

[Business Impact Estimate](#)

**Legislative History**

3/27/25	Planning Board	Approved
5/6/25	City Commission	Postponed
8/6/25	City Commission	Postponed
9/3/25	City Commission	Passed to Second Reading

**PROCLAMATIONS - Cont'd**

65

**Proposed Add-On: One Human Family 45th Anniversary**

**Sponsors:** Mayor Henriquez

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

66

**Proposed Add-On: Christian Heritage Month**

**Sponsors:** Commissioner Carey

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

**COMMISSION COMMENTS****ADJOURNMENT**