



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
Mayanne Downs, City Attorney
Keri O'Brien, City Clerk

Thursday, October 9, 2025

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

Absent 1 - Commissioner Hoover

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

INVOCATION - Pastor Brandon Rodriquez

PLEDGE OF ALLEGIANCE TO THE FLAG

CITIZEN COMMENTS

APPROVAL OF AGENDA

The agenda was unanimously approved as amended

PROCLAMATIONS**1 Fire Prevention Week**

Sponsors: Mayor Henriquez

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

Received and Filed

2 Key West Fire Department 150th Anniversary

Sponsors: Mayor Henriquez

Attachments: [Proclamation](#)

Received and Filed

3 One Human Family 45th Anniversary

Sponsors: Mayor Henriquez

Attachments: [Proclamation](#)

Received and Filed

PRESENTATIONS**4 City of Key West Employee Service Awards - Bridget Flores, Director of Human Resources**

Sponsors: City Manager Barroso

Attachments: [Cover Memo](#)

Received and Filed

5 Key West Ambassadors Academy Class #43 Graduation

Sponsors: City Manager Barroso

Attachments: [Cover Memo](#)

Received and Filed

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

Sponsors: City Manager Barroso

Attachments: [Presentation](#)

[Cover Memo](#)

Received and Filed

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

7 *September 3, 2025 (Regular)

Attachments: [Minutes](#)

Passed

8 *September 11, 2025 (Special)

Attachments: [Minutes](#)

Passed

9 *September 25, 2025 (Special)

Attachments: [Minutes](#)

Passed

RESOLUTIONS**10**

*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](#)

Passed

Enactment No: Res 25-262

11

*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](#)

Passed

Enactment No: Res 25-263

- 12 *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](#)

Passed

Enactment No: Res 25-264

- 13 *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](#)

Passed

Enactment No: Res 25-265

- 14 *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](#)

Passed

Enactment No: Res 25-266

- 15 *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](#)

Passed

Enactment No: Res 25-267

- 16 *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](#)

Passed

Enactment No: Res 25-268

- 17 *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](#)

Passed

Enactment No: Res 25-269

18

*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](#)

Passed

Enactment No: Res 25-270

19

*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](#)

Passed

Enactment No: Res 25-271

20

*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](#)

Passed

Enactment No: Res 25-272

21

*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](#)

Passed

Enactment No: Res 25-273

22

*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](#)

Passed

Enactment No: Res 25-274

23

*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](#)

Passed

Enactment No: Res 25-275

24

*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](#)

Passed

Enactment No: Res 25-276

25

*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](#)

Passed

Enactment No: Res 25-277

26

*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](#)

Passed

Enactment No: Res 25-278

27

*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](#)

Passed

Enactment No: Res 25-279

- 28 *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](#)

Passed

Enactment No: Res 25-280

- 29 *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](#)

Passed

Enactment No: Res 25-281

30

*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](#)

Passed

Enactment No: Res 25-282

31

*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](#)

Passed

Enactment No: Res 25-283

32

*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](#)

Passed

Enactment No: Res 25-284

33

*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](#)

Passed

Enactment No: Res 25-285

34

*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](#)

Passed

Enactment No: Res 25-286

35

*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](#)

Passed

Enactment No: Res 25-287

36

*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](#)

Passed

Enactment No: Res 25-288

37

*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](#)

Passed

Enactment No: Res 25-289

38

*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](#)

Passed

Enactment No: Res 25-290

40

*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](#)

Passed

Enactment No: Res 25-291

39

*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](#)

Passed

Enactment No: Res 25-292

41

*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](#)

Passed

Enactment No: Res 25-293

42

*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](#)

Passed

Enactment No: Res 25-294

43

*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](#)

Passed

Enactment No: Res 25-295

44

*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](#)

Passed

Enactment No: Res 25-296

Approval of the Consent Agenda

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

RESOLUTIONS - Cont'd**45**

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](#)

A motion was made by Commissioner Kaufman, seconded by Vice Mayor 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 25-297

46

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](#)

A motion was made by Vice Mayor Lee, seconded by Commissioner Carey, 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 25-298

47

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 Correspondence](#)
[Last Stand Letter](#)
[Public Comment - Baier](#)
[Commissioner Kaufman Memo](#)
[Caribe Nautical Letter](#)

A motion was made by Commissioner Carey, 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 25-299

48

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](#)

A motion was made by Commissioner Kaufman, seconded by Commissioner Haskell, to Postpone the item to November 5, 2025. That motion failed with Commissioners Carey, Castillo, Vice Mayor Lee, and Mayor Henriquez voting No and Commissioners Haskell and Kaufman voting Yes.

Then, a motion was made by Commissioner Carey, seconded by Vice Mayor Lee, that the Resolution be Passed with all agreed upon amendments to the Occupied Transient License Agreement. 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 25-300

49

Approving the attached 2026 Meeting Schedule for the Key West City Commission.

Sponsors: Mayor Henriquez

Attachments: [Resolution](#)
[2026 Proposed Meeting Dates](#)

A motion was made by Commissioner Carey, seconded by Commissioner Haskell, that the Resolution be Passed as is with twelve (12) regular meetings for 2026. 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 25-301

50

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](#)

Commissioner Haskell recused herself for this item and left the dais. Commissioner Kaufman made a motion to approve. That motion failed for lack of a second. Commissioner Haskell returned to the dais and the meeting proceeded.

51

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](#)

Commissioner Carey recused herself for this item and left the dais.

A motion was made by Commissioner Kaufman, seconded by Vice Mayor Lee, that the Resolution be Postponed, not to a date certain, until more information is determined either via court disposition or an AG opinion is received. The motion carried by the following vote (Commissioner Carey returned to the dais after the vote):

Recuse: 1 - Commissioner Carey

Absent: 1 - Commissioner Hoover

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

DISCUSSION

52 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](#)

Discussed

CITY MANAGER'S REPORT**53** 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](#)

Received and Filed

CITY ATTORNEY'S REPORT

CITY CLERK'S REPORT

COMMISSION COMMENTS

RECESS - 11:51 A.M.

EVENING SESSION

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

ROLL CALL

INVOCATION - Pastor Brandon Rodriquez

PLEDGE OF ALLEGIANCE

CITIZEN COMMENTS

APPROVAL OF AGENDA

The agenda was unanimously approved as amended

PROCLAMATIONS

54 Christian Heritage Month

Sponsors: Commissioner Carey

Attachments: [Proclamation](#)

Received and Filed

ORDINANCES - SECOND READING (Public Hearing and Adoption)

55

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](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Carey, 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 25-23

RESOLUTIONS

56

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](#)

A motion was made by Commissioner Haskell, seconded by Commissioner Castillo, that the Resolution be Passed (with conditions as outlined in the Staff Report). Then, Commissioner Kaufman made a motion to Postpone the item to November 5, 2025. That motion failed for lack of a second.

The main motion then 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 25-302

57

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](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Haskell, that the Resolution be Passed (with conditions as outlined in the Staff Report). 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 25-303

58

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](#)

A motion was made by Vice Mayor Lee, seconded by Commissioner Castillo, that the Resolution be Passed (with conditions as outlined in the Staff Report). 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 25-304

59

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](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Haskell, that the Resolution be Passed (with conditions as outlined in the Staff Report - staff to provide updated, corrected Resolution). 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 25-305

ORDINANCES – FIRST READING

60

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](#)

A motion was made by Commissioner Castillo, seconded by Vice Mayor Lee, that the Ordinance be Passed to Second Reading. 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

61

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](#)

A motion was made by Commissioner Castillo, seconded by Commissioner Carey, that the Ordinance be Passed to Second Reading. 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

ORDINANCES - SECOND READING - Cont'd

62

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](#)

Withdrawn

63

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 \(Code Enforcement\)](#)

A motion was made by Commissioner Carey, 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 25-24

64

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](#)

A motion was made by Commissioner Carey, seconded by Commissioner Kaufman, 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 25-25

65

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](#)

A motion was made by Commissioner Carey, seconded by Vice Mayor Lee, 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 25-26

Meeting went into Recess - 6:05 P.M.

Meeting Reconvened - 6:11 P.M.

DISCUSSION

66

Grand Jury Report Update

Sponsors: Vice Mayor Lee

Discussed

COMMISSION COMMENTS

ADJOURNMENT - 7:14 P.M.