



MEMORANDUM

Date: December 2, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bernaldi
Finance Director

From: Carolyn Sheldon, Senior Grants Administrator

Subject: **File ID: 25-4743 Approving the attached 2nd Amendment to Agreement ID #2984**

Introduction

The City Manager's Office requests the approval of the attached "Amendment (2nd Amendment to Agreement)" Contract ID# 2984 with Monroe County to extend the termination date to December 31, 2026 for Tourist Development Council funding of the Key West Coffee Butler Amphitheater Enhancements Phase 3 Project; authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

Background

Grant funding in the amount of up to \$641,830.00 to assist with turfing the berm and installing rubber surface material in the grassy areas in front of the stage at the Key West Coffee Butler Amphitheater is available through an agreement with the TDC (Resolution 23-237, September 14, 2023). The current grant termination date of the agreement is December 31, 2025 (Resolution 24-308, December 12, 2024). The rubber surface/Segment 1 material has been installed. The remaining project scope to turf the berm/Segment 2 has not been completed pending scheduling in coordination with venue activities.

Procurement

This is a no-cost time extension.

Recommendation

The City Manager's Office recommends the Mayor and Commission approve the attached "Amendment (2nd Amendment) to Agreement" Contract ID# 2984 with Monroe County for the Key West Coffee Butler Amphitheater Enhancements Phase 3 project to extend the termination date to December 31, 2026.