



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Meeting Agenda Full Detail

### City Commission

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Wednesday, January 4, 2023

5:00 PM

City Hall

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**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.

**ALL VISUAL PRESENTATIONS (POWER POINT ONLY) FOR AGENDA ITEMS MUST BE RECEIVED IN THE CITY CLERK'S OFFICE (24) TWENTY-FOUR HOURS PRIOR TO THE MEETING.**

**You may attend/participate virtually via Zoom by telephoning 646-558-8656 Meeting ID: 883 4191 4662 Passcode: 228271 or online at: <https://cityofkeywest-fl-gov.zoom.us/j/88341914662> Passcode: 228271**

**CALL MEETING TO ORDER**

**ROLL CALL**

**INVOCATION - Reverend Mother Sarah Fowler - Williams Hall Faith Services**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA**

**PROCLAMATIONS**

**1 Elks Club Commitment to Autism Week**

**Sponsors:** Commissioner Wardlow, Mayor Johnston, Commissioner Hoover, Commissioner Weekley, Commissioner Lopez, Commissioner Carey and Vice Mayor Kaufman

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

**PRESENTATIONS**

**2 Annual State of the City - Mayor Teri Johnston**

**Sponsors:** Mayor Johnston

**City Attorney's Report****City Manager's Report**

-Employee of the Quarter - Christopher A. Coleman

**CONSENT AGENDA\***

\*Item is considered to be routine and enacted by one motion with no separate discussion, unless requested by a Commission Member or citizen, in which event the item will be removed from the order and considered in its normal sequence on the agenda. 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**

3 \*December 6, 2022

Attachments: [Minutes](#)

**RESOLUTIONS**

4 \*Approving an the attached "Interim City Attorney Employment Agreement" between the City of Key West and Ronald J. Ramsingh.

Sponsors: Commissioner Hoover, Commissioner Lopez, Commissioner Carey, Mayor Johnston, Vice Mayor Kaufman, Commissioner Wardlow and Commissioner Weekley

Attachments: [Resolution](#)

[Cover Letter](#)

[Interim CA Agreement](#)

5 \*Affirming that according to historical documents, Mallory Square was named in honor of the Mallory Steamship Company of Mystic Connecticut; Directing the City Manager to allocate funding for appropriate signage and historical exhibits to describe the history of Mallory Square.

Sponsors: Vice Mayor Kaufman and Commissioner Weekley

Attachments: [Resolution](#)

[Mallory Square Name Article](#)

- 6 \*Authorizing Key Music Festivals, LLC to conduct a Kickoff event with a free concert during the Key Western Fest on the 200 block of Duval Street and Greene Street between Telegraph Lane & Ann Streets on Tuesday, January 31, 2023, from 6:00 p.m. to 10:00 p.m. Pursuant to terms and conditions set forth by the City Manager.

**Sponsors:** City Manager McLaughlin

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

[Executive Summary](#)

[Application](#)

- 7 \*Authorizing A.H. of Monroe County, Inc. to conduct the Annual Taste of Key West at the Key West Truman Waterfront Quay Wall on Monday, April 24, 2023 from 6:00 p.m. to 9:00 p.m. (Set up starting at 7:00 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 McLaughlin

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

[Executive Summary](#)

[Application](#)

- 8 \*Approving the Staff Ranking for Trenchless Installation of Utilities across Fleming Channel Project in Response to RFQ No. 22-008; Authorizing the City Manager to Enter Into Contract Negotiations With Jacobs Engineering Group, Upon Consent of the City Attorney.

**Sponsors:** City Manager McLaughlin

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

[Executive Summary](#)

[City Clerk Bid Memo](#)

[\\*Large File\\* Black & Veatch Statement of Qualifications](#)

[\\*Large File\\* Chen Moore & Assoc Statement of Qualifications](#)

[Jacobs Engineering Group Statement of Qualifications](#)

[RFQ 22-008 Ranking Sheets & Scores](#)

[RFQ 22-008 Ranking Meeting Attendance](#)

[Email - Jacobs Engineering Group re: Conflict of Interest](#)

- 9 \*Approving a task order to Tetra Tech, Inc. for structural assessment of the liveboard seawall in a total amount not to exceed \$52, 342.00; Approving necessary budget transfers or adjustments; Authorizing the City Manager to execute any necessary documents upon consent of the City Attorney.

**Sponsors:** City Manager McLaughlin

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

[Executive Summary](#)

[Proposal](#)

[Res #20-039](#)

[Executed Contract](#)

- 10 \*Authorizing an expenditure of Law Enforcement Trust Funds (Forfeiture Funds) in an amount not to exceed \$44,684.00 for tuition, lodging, fuel, tolls and per diem expenses for two KWPD officers to attend the Southern Police Institute 92nd Command Officers Development Course between February and June 2023.

**Sponsors:** City Manager McLaughlin

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

[Executive Summary](#)

[CODC Registration](#)

[Jeff Dean Confirmation](#)

[Billy Vazquez Confirmation](#)

[Training Request](#)

- 11 \*Authorizing pursuant to Sections 2-797(4)(b), Best Interest of the City, and 2-844(a)(b), Brand Name Specifications, of the Code of Ordinances the purchase of 25 GETAC B360 rugged notebook computers and, 25 GETAC B360 In-Car Docking Stations from PCN Strategies in an amount of \$100,855.75.

**Sponsors:** City Manager McLaughlin

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

[Updated Executive Summary 25 GETAC Laptops rr-Docks FY 22-23](#)

[Getac Brand Name Memo](#)

[PCN Strategies Laptop Quote](#)

[GovGroup Laptop Quote](#)

[BarCode Giant Laptop Quote](#)

[PCN Strategies Docking Station Quote](#)

[GovGroup Docking Station Quote](#)

[Insight Docking Station Quote](#)

- 12 \*Authorizing the purchase of one (1) Ford F350 at a total amount not to exceed \$77,486.74 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) of the Code of Ordinances and Section 2-844(a) (Brand Name) 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:** City Manager McLaughlin

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

[Executive Summary](#)

[Bartow Ford](#)

[Duval Ford](#)

[Alan Jay Automotive](#)

[Charlotte County Letter](#)

[Charlotte County Purchasing Contract Approval Form](#)

[Charlotte County BID SPECIFICATIONS 215412](#)

- 13 \*Approving the attached Lease Agreement between the City of Key West and Southermost Deli, LLC (DBA Lagerheads Beach Bar and Watersports for certain property located at 0 Simonton Street; Authorizing the City Manager to execute documents upon consent of the City Attorney.

**Sponsors:** City Manager McLaughlin

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

[Executive Summary](#)

[Lease 2023](#)

[Exhibit B](#)

[Personal Guaranty](#)

[Res. 15-260 Lagerhead's Lease Assignment to SM Deli](#)

[Sun Biz - SM Deli LLC 12-1-2022 P1](#)

[Sun Biz - SM Deli LLC 12-1-2022 P2](#)

- 14 To approve the ranking of responses to the request for proposals (RFP) No. 22-005 for Grant Writing and Grant Administration Services by the Selection Committee; Authorizing the City Manager to negotiate and execute a contract with the highest ranking firm upon advice and consent of the City Attorney; Authorizing any necessary budget adjustments or transfers.

**Sponsors:** City Manager McLaughlin

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

[Executive Summary](#)

[RFP 22-005](#)

[Selection Committee scoring](#)

[Scoring Criteria Worksheet](#)

[Clerk's Bid Memo](#)

[BellTower Consulting Group](#)

[BerryDunn](#)

[Grant Works](#)

[Jacobs](#)

[Kimley-Horn](#)

[Langton Associates](#)

[Langton Consulting Presentation](#)

[Kimley-Horn City of Key West Proposal](#)

[Kimley-Horn City of Key West Presentation](#)

15

**Quasi-Judicial Hearing: Major Development Plan - 700-724 Truman Avenue (RE #00030020-000000) - A request for approval of a Major Development Plan and Landscape Waivers to renovate an existing building and convert approximately 15,187.21 SF of space into a High School on a parcel located within the Historic Public and Semi-public Services (HPS) Zoning District pursuant to Section 108-91.A.2 and Section 108-517 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

**Sponsors:** City Manager McLaughlin

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

[Executive Summary](#)

[HARC Approval Letter and Signed Certificate of Appropriateness](#)

[Final Landscape Letter 12-20-22](#)

[Final Landscape Memo 12-20-22](#)

[Basilica High School - Planning Submission REV 1-10.24.2022](#)

[PB RES 2022-052 - MDP 700-724 Truman Ave](#)

[RES 22-240 Height Variance](#)

[Staff Report 10.25.22](#)

[Landscape Section 108 Review](#)

[Parking and Circulation Plan](#)

[Planning Package 10.25.22](#)

[Noticing Package 10.25.22](#)

[Planning Package - DRC](#)

[Engineering Department Comments](#)

[Comments from Keys Energy](#)

**Legislative History**

10/25/22	Planning Board	Approved
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16

**Quasi-Judicial Hearing: Easement - 3728 Flagler Avenue (RE #00071780-000000)** - A request for an Easement Agreement for an encroachment of approximately 255 square-feet, more or less, in order to construct and maintain a boat lift over City-owned Sunrise Canal abutting property located within the Single-Family (SF) Zoning District at 3728 Flagler Avenue, Key West, Florida (RE# 00071780-000000), 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:** City Manager McLaughlin

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

[Executive Summary](#)

[Easement Agreement](#)

[Planning Package](#)

[MTC Comments](#)

[Urban Forestry Comments](#)

[Utilities Comments](#)

[Applicant Presentation](#)

**Legislative History**

11/17/22	Development Review Committee	Received and Filed
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17

**Proposed to be Postponed to January 18, 2023 by staff: Parking Agreement - 918 Fort Street (RE# 00001630-000801)** - A request for approval of a bicycle substitution variance, a parking variance and a parking agreement with the City of Key West for the construction of 126 affordable housing residential units on property located within the Historic Neighborhood Commercial 4 - Bahama Village Truman Waterfront (HNC-4) Zoning District pursuant to Sections 90-395, 108-244, 108-572, 108-574, 108-576, of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Legislative History**

12/19/22	Planning Board	Approved
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- 18 **Proposed to be postponed to January 18, 2023 by staff:  
Major Development Plan and Landscape Waiver - 918  
Fort Street (RE# 00001630-000801)** - A request for approval of a major development plan and landscape waiver for the construction of 126 affordable housing residential units on property located within the Historic Neighborhood Commercial 4 - Bahama Village Truman Waterfront (HNC-4) zoning district pursuant to Chapter 108, Article III through IX 122-1467 and 122-872(2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Legislative History**

9/22/22	Development Review Committee	Received and Filed
11/17/22	Planning Board	Postponed
12/19/22	Planning Board	Approved

**ORDINANCES – FIRST READING**

- 19 An Ordinance of the City of Key West, Florida, amending Chapter 78 of the Code of Ordinances, entitled "Vehicles for Hire" by amending Section 78-64, to amend the number of independent passenger vehicle for hire licenses that the City may issue; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.
- Sponsors:** Commissioner Weekley  
**Attachments:** [Ordinance](#)
- 20 An Ordinance of the City of Key West, Florida, amending Chapter 78 of the Code of Ordinances, entitled "Vehicles for Hire" by amending Section 78-92 to adjust certain requirements that a passenger vehicle for hire (PVH) driver permit applicant must provide prior to issuance of a permit by the City; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.
- Sponsors:** Commissioner Weekley  
**Attachments:** [Ordinance](#)

21

An Ordinance of the City of Key West, Florida, amending Chapter 122 of the Code of Ordinances, titled “Zoning”, Article V titled “Supplementary District Regulations”, by adding Division 15 titled “Short Term Rentals”; by creating Sec. 122-1560 titled “Purpose and Intent”; by creating Sec. 122-1561 titled “Applications”, by creating Sec. 122-1562 titled “Rebuttable Presumptions of Violation; by creating Sec. 122-1563 titled “Regulations”; by creating Sec. 122-1564 titled “License Transfer”; by creating Sec. 122-1565 titled “Fees”; by creating Sec. 122-1566 titled “Penalties”; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Vice Mayor Kaufman, Commissioner Wardlow, Commissioner Weekley and Commissioner Lopez

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

[Executive Summary](#)

[PB RES 2022-038 Short Term Rental Code Amendment](#)

[Staff Report](#)

[The Economic Costs & Benefits of Airbnb- Economic Policy Institute](#)

[Are Short-Term Vacation Rentals Contributing to the Housing Crisis- Grannicus](#)

[When Airbnb Listings in a City Increase, so Do Rent Prices- Harvard Business F](#)

[Cities Tell Airbnb to Make Room for Affordable Housing- Stateline](#)

[A Practical Guide to Effectively Regulating Short Term Rentals on The Local Gc](#)

[Market Shifts in the Sharing Economy The Impact of Airbnb on Housing Rentals](#)

[Affordable Housing and the Impact of Shrt Term Rentals- MRSC](#)

[KWAR Submission](#)

[Public Comment - Dolen](#)

**Legislative History**

6/16/22	Planning Board	Approved
7/6/22	City Commission	Postponed
8/16/22	City Commission	Postponed
9/20/22	City Commission	Postponed

**ORDINANCES - SECOND READING (Public Hearing)**

- 22 An Ordinance of the City of Key West, Florida, amending Chapter 46 of the Code of Ordinances entitled "Pensions and Retirement Plans," by amending Section 46-108 of the Code of Ordinances to members of the City of Key West Employees' Retirement fund to purchase up to 5 years of prior military service; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Sponsors: City Manager McLauchlin

Attachments: [Ordinance](#)

[Executive Summary](#)

[No Cost Actuarial Impact Statement - Military Buyback](#)

Legislative History

12/6/22

City Commission

Passed to Second Reading

- 23 An Ordinance of the City of Key West, Florida, amending Chapter 70 of the Code of Ordinances, entitled "Traffic and Vehicles" by amending Section 70-707, to adjust maximum rates for non-consensual towing services; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Sponsors: City Manager McLauchlin

Attachments: [Ordinance](#)

Legislative History

12/6/22

City Commission

Passed to Second Reading

**CITIZEN COMMENTS**

**COMMISSION COMMENTS**

**ADJOURNMENT**