



## THE CITY OF KEY WEST

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### EXECUTIVE SUMMARY

**Date:** Aug 4, 2022

**To:** Patti McLauchlin, City Manager

**CC:** Gary Volenec, Interim Engineering Director  
Todd Stoughton, Assistant City Manager

**From:** Karen Wilman, Assistant Engineer

**Subject:** **Frederick Douglass Community Center- Black Educators History Museum Space Designation**

#### ACTION STATEMENT

As per Resolution 21-091 the City Manager has been directed to work with the Frederick Douglass Black Educators Memorial (FDBEM) to locate an appropriate space to develop and operate a museum primarily dedicated to the historically black Key West and Bahama Village families and individuals who have made significant contributions to the long history of Key West. Staff has formally identified space located at the new construction site at the Frederick Douglass Gym for their museum.

#### BACKGROUND

A resolution (Res 21-091) of the City Commission of the City of Key West Florida, directing the City Manager to work with the principles of the Frederick Douglass Black Educators Memorial to locate an appropriate space to develop and operate a museum primarily dedicated to the historically black Key West and Bahama Village Families and individuals who have made significant contributions to the long history of Key West.

Some proposed places included 3.2 parcel or former diesel plant. Based on timing and availability, Frederick Douglass Community Center was the best location for the museum. A preliminary floor plan was presented to Mr. Smith on 11/02/21 with some ideas on how the museum could be incorporated into the community center. His main concern was the size of the main museum space, (11'-8" x 19'-0"= 220sf +/-). It was suggested that they start by creating a list of all of the items/ pieces that would be in the museum to get a better understanding for the needs of the space. Some other suggestions were to rotate what was displayed in the main museum space on a schedule that works for the museum.

On 07/07/2022 the proposed plan was presented to the Bahama Village Redevelopment Advisory Committee (BVRAC) for review and comment. One member requested an operational plan or more information regarding what the museum had planned for the space.

**PREMISES:** As outlined in the preliminary floor plan. The City holds the right to review and approval all items that will be displayed in the common area(s) and classroom(s) that are outside of the main museum space.

**TERM:** Two (2) years with a sixty (60) day cancellation provision

**USE:** Proposed use is for the “Black Educators History Museum.” Final space requirements TBD.

**RENT:** \$1.00 per year, per 2-941(c) public benefit lease

**EXPENSES:** The Tenant will pay for operating costs including all utilities, repairs, and maintenance, replacements, and renovations necessary to keep the premises in good repair and condition as it associates to their space.

**FINANCIAL:** This agreement transfers the costs of utilities, maintenance, and repairs to the tenant for the main museum space and shared costs for the common space(s) that included property insurance and operating expenses.

**RECOMMENDATION:**

Staff recommends City Commission approval to advertise for a period of 30 days prior to execution of any lease agreement, the availability of the designated space as defined above, in the new Frederick Douglass Community Center for use as museum development. Proposals for use of the designated property will be accepted during this period for review and consideration by the City. Such proposals shall commit to the delivery of a plan for the operations and sustainability of a museum within 60 days of being selected by the City, before establishing the designated property as a permanent location as directed by the City Commission via Resolution 21-091. This plan shall include an inventory of proposed permanent exhibits as well as plans for rotating new exhibits periodically.

*Key to the Caribbean – average yearly temperature 77 °  
Fahrenheit.*