

**FOUR-FACTOR ANALYSIS  
and  
LANGUAGE ACCESS PLAN  
FOR LIMITED ENGLISH PROFICIENCY  
PERSONS**

**COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM**

**City of Key West, FL**

**Purpose:** In compliance with Executive Order 13166, the City of Key West has developed the following Language Access Plan (LAP)/Four Factor Analysis for Limited English Proficiency (LEP) persons.

**History:** Title VI of the Civil Rights Act of 1964 is the federal law that protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failure to ensure that persons who have limited English proficiency can effectively participate in, or benefit from, federally assisted programs may violate Title VI's prohibition against national origin discrimination.

Persons who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, write, or understand English may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter.

**City of Key West Four-Factor Analysis:** The following Four-Factor Analysis will serve as the guide for determining which language assistance measures the City of Key West will undertake to guarantee access to the City of Key West Community Development Block Grant (CDBG) programs by LEP persons.

1. Number or proportion of LEP persons served or encountered in the eligible service population (served or encountered includes those persons who would be served by the recipient if the person received education and outreach and the recipient provided sufficient language services).

*The City of Key West utilized American Community Survey data Quick Facts. Based on this data, the City of Key West does meet the 1,000 or 5% LEP persons threshold for Spanish. 23.7% of the population is Hispanic or Latino, 21% of residents are foreign born and 23% speak a language other than English at home.*

2. The frequency with which the LEP persons come into contact with the program.

*The proposed project does provide direct assistance limited clientele. Therefore, residents are likely to have considerable direct contact with the program and its staff.*

3. The nature and importance of the program, activity, or service provided by the program.

*The proposed project does provide direct assistance to project area beneficiaries related to shelter; therefore, the nature of the activity or service is of significant importance to the proposed project area(s) residents.*

4. The resources available and costs to the recipient.

*Currently, there are free websites that can be utilized to translate some written materials. Additionally, local volunteers have been identified to provide oral translation services at public meetings and during conversations with LEP residents during the implementation of the proposed project. Furthermore, many of the common forms used in the implementation of a CDBG project are available in multiple languages on the HUD and DOL websites. Additionally, translation activities are an eligible CDBG administrative expense. Therefore, limited LAP measures are reasonable given the resources available to City of Key West.*

City of Key West  
**Language Access Plan**

As a result of the preceding Four-Factor Analysis, the City of Key West has identified the following types of language assistance to be provided on an as needed basis by the City of Key West throughout the implementation of the CDBG program:

- *All CDBG citizen participation documents, project-related resolutions, public notices, and amendments will be published in Spanish on bulletin boards at the City Hall and in public places throughout the proposed project area(s) and/or the community.*
- *Additionally, all published citizen participation advertisements will include a statement in Spanish indicating other program materials are available in Spanish upon request.*
- *All citizen participation notices will include a statement that translators will be available at public meetings upon prior request.*
- *If other populations of LEP persons are identified in the future, the City of Key West will consider additional measures to serve the language access needs of those persons.*

Adopted:

3/12/21  
Date Adopted



*Therese Smith*

*[Signature]*  
Chief Elected Official

## AVISO DE AUDIENCIA PÚBLICA

La ciudad de Key West anuncia que se llevará a cabo una audiencia pública el viernes 5 de marzo de 2021 a las 9 am virtualmente sumando al 312 626 6799 o en línea a <https://us02web.zoom.us/j/81620016044>. Código de acceso: 3126266799. El propósito de esta audiencia es recopilar información sobre las necesidades de asistencia de alquiler de emergencia relacionadas con COVID-19 de la ciudad de Key West.

El Departamento de Oportunidades Económicas de Florida está poniendo a disposición fondos para ayudar a las personas bajo el programa de subvenciones de alquiler de emergencia de la Florida-Comunidad (CDBG-CV). El programa CDBG-CV está diseñado para ayudar a las personas locales a prepararse, prevenir o responder a los impactos económicos y de salud de COVID-19. Las actividades deben ser críticas para su sociedad y directamente para el beneficio de los residentes de ingresos bajos y moderados.

El programa CDBG-CV Small Cities ha financiado mediante una combinación de líneas de crédito de asignaciones CDBG-CV recibidas de HUD por un monto total de \$ 41,911,585. La ciudad de Key West puede solicitar hasta \$ 5 millones de este programa y el monto \$ 500,000.

Las siguientes actividades son elegibles para financiación: Adquisición, Mayores Puentes, Inmigración Pública, Asesoría Comercial, Asistencia a Movimiento, Servicios Públicos como asistencia de alquiler a familias, Planificación y Planificación de Banda Ancha e Infraestructura Pública.

La ciudad de Key West está considerando enviar una solicitud de asistencia de emergencia para aliviar a las personas de ingresos bajos a moderados (CDBG) por un monto estimado de \$ 500,000.

Las actividades propuestas de CDBG no resultarán en desplazamiento y, por lo tanto, no requieren los planes de reubicación y anti-desplazamiento de USDO como lo requiere 24-CFR 570.418.

Cualquier persona que no hable inglés y que desee asistir a la audiencia pública debe comunicarse con Carolyn Shelton, administradora senior de subvenciones, al 312-626-6799, o [carolynshelton@keywest-fl.gov](mailto:carolynshelton@keywest-fl.gov) o [carolynshelton@keywest-fl.gov](mailto:carolynshelton@keywest-fl.gov) antes de la audiencia y se proporcionará un intérprete.

(February 27, 2021) • Key West Citizen

## NOTICE OF A UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA PENSION BOARD OF TRUSTEES MEETING

THE PENSION BOARD OF TRUSTEES FOR THE GENERAL EMPLOYEES OF THE UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA, WILL HOLD A PENSION BOARD MEETING ON MONDAY, MARCH 1, 2021 AT 12:30 PM.

THE PUBLIC MAY JOIN THE MEETING BY CALLING THE PHONE NUMBER AND ENTERING THE ACCESS CODE BELOW.

TOLL FREE: 1-866-489-6079 / ACCESS CODE: 833-914-907

(February 27, 2021) • Key West Citizen

## City of Key West, FL Meeting Agenda Outline Only Tree Commission

Tuesday, March 9, 2021 5:00 PM 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 305-409-3811 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 by telephoning 1 848 558 8650 or online at <https://zoom.us/j/6120060781> Meeting ID: 612 060 6781 Passcode: 291938

Call Meeting To Order

Roll Call

Pledge of Allegiance to the Flag

Approval of Agenda

Approval of Minutes

1 February 9, 2021

Action Items

2 1552 Georgia Street/T9201-025/Walter & Joanne Schmeda

Requesting approval to remove (1) Mango tree.

3 412 Porter Lane/T9201-080/Joseph A. Shoud & Barbara D. Loney

Represented by: Fran Lopez

Requesting approval to remove (1) Mangrove tree.

4 111 Olivia Street/T9201-001/City of Key West

Represented by: Erica Rose-KM Design

Requesting Final Landscape plan approval with tree removal for the redevelopment of the property-Fredrick Douglas Gym expansion.

5 725 White Street/725 White Street LLC-Mr. Minors

Requesting: 725 White Street LLC

Removal of (1) Ligustrum vine tree without benefit of a tree removal permit.

6 6 Kestrel Way/Shawn & Just King

Requesting: Shawn King

Removal of (1) Gumbo limbo tree without benefit of a tree removal permit.

7 2020 Tree Commission Yearly Report

Urban Forestry Manager's Report

Assistant City Attorney's Report

Public Comment

Commission Comment

Adjournment

(February 27, 2021) • Key West Citizen

## NOTICE OF A UTILITY BOARD WORKSHOP

THE UTILITY BOARD OF THE CITY OF KEY WEST WILL HOLD A WORKSHOP ON WEDNESDAY, MARCH 3, 2021, AT 9:30 A.M. IN THE KEYS ENERGY SERVICES BOARD ROOM, LOCATED AT 1001 JAMES STREET, KEY WEST, FL.

THE PURPOSE OF THE WORKSHOP IS TO DISCUSS BATTERY STORAGE.

(February 27, 2021) • Key West Citizen

## MONROE COUNTY BOARD OF COMMISSIONERS NOTICE OF PUBLIC MEETING AND NOTICE OF PUBLIC HEARING NOTICE OF CHANGE TO THE MONROE COUNTY CODE OF ORDINANCES

March 17, 2021

**NOTICE IS HEREBY GIVEN** that on Wednesday, March 17, 2021 the Monroe County Board of County Commissioners will hold a Public Meeting, beginning at 9:00 AM. The BOCC meeting will be a hybrid format with the County Commissioners members meeting live in Key Largo, while the public will be able to participate via Zoom Webinar. The following items will be considered at a PUBLIC MEETING.

**PUBLIC HEARINGS: 1:30 PM** (or as soon thereafter as may be heard):

**A RESOLUTION OF THE MONROE COUNTY BOARD OF COUNTY COMMISSIONERS RENOUNCING AND DISCLAIM ANY RIGHT OF THE COUNTY AND PUBLIC IN AND TO THAT PORTION OF THE RIGHT-OF-WAY OF HAZEL STREET, AS SHOWN ON THE PLAT OF MONROE PARK, PLAT BOOK 3, PAGE 141, BOUNDED ON THE NORTH BY HAZEL STREET, BOUNDED ON THE WEST BY LOTS 17 AND 18, BOUNDED ON THE SOUTH AND SOUTHWEST BY LOTS 18, 19 AND 20, AND BOUNDED ON THE EAST BY LOT 18, FILE 2019-027.**

**AN ORDINANCE BY THE MONROE COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING CHAPTER 2 ADMINISTRATION, ARTICLE VIII BOARDS, COMMITTEES, COMMISSIONS AND AUTHORITIES, DIVISION 5 AFFORDABLE HOUSING ADVISORY COMMITTEE TO REVISE THE REGULATIONS FOR A LOCAL AFFORDABLE HOUSING ADVISORY COMMITTEE (HAC) AS REQUIRED BY FS SECTION 420.901 (1) IT RELATES TO AFFORDABLE HOUSING INCENTIVE STRATEGIES AND COMMITTEES PROVIDING FOR SEVERABILITY AND REPEAL OF INCONSISTENT PROVISIONS, PROVIDING EFFECTIVE DATE, PROVIDING FOR INCORPORATION INTO THE MONROE COUNTY CODE OF ORDINANCES. (File 2020-201)**

Please visit the Monroe County Website at [www.monroecounty-fl.gov](http://www.monroecounty-fl.gov) for meeting agenda updates and information regarding the various options available to the public to view the live meeting and/or to make public comments on certain agenda items.

Pursuant to Section 206.0105, Florida Statutes, if a person wishes to appeal any decision of the Board of County Commissioners with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, in such cases, he or she may need to ensure a written report of the proceedings is made, which record includes the testimony & evidence upon which the appeal is to be based.

**ADA ASSISTANCE:** If you are a person with a disability who needs special accommodations in order to participate in this proceeding, please contact the County Administrator's Office, by phoning (850) 282-4441, between the hours of 8:30 a.m. - 5:00 p.m., no later than five (5) calendar days prior to the scheduled meeting; if you are hearing or voice impaired, call "711."

(February 27, 2021) • Key West Citizen

## NOTICE OF PUBLIC HEARING

The City of Key West announces a public hearing to be held on Friday, March 5, 2021 at 9 a.m. virtually by telephoning 312 626 6799 or online at <https://us02web.zoom.us/j/81620016044>. Meeting ID: 816 200 16044 Passcode: 327336. The purpose of this hearing is to collect information on the COVID-19 related emergency rental assistance needs of the City of Key West.

The Florida Department of Economic Opportunity is making available funding for Small Cities under the Florida Community Development Block Grant-Continuation (CDBG-CV) program. The CDBG-CV program is designed to help local governments prepare for, prevent, or respond to the health and economic impacts of COVID-19. The activities must be critical to their locality and primarily for the benefit of low- and moderate-income residents.

The CDBG-CV Small Cities program will be funded through a combination of three rounds of CDBG-CV allocations received from HUD for a total amount of \$41,911,585. City of Key West can request up to \$5 million from this program and at least \$200,000.

The following activities are eligible for funding: Acquisition Public Improvements, Public Facilities, Business Assistance, Microenterprise Assistance, Public Services such as rental or mortgage assistance, Planning, and Broadband Planning and Public Infrastructure.

City of Key West is considering submitting an application for emergency rental assistance for low to moderate income (LMI) persons in the amount of approximately \$500,000.

The proposed CDBG activities will not result in displacement and therefore, not require the USDO anti-displacement and relocation plans as required under 24-CFR 570.418.

Any non-English speaking person wishing to attend the public hearing should contact Carolyn Shelton, Senior Grants Administrator, at 312-626-6799 or [carolynshelton@keywest-fl.gov](mailto:carolynshelton@keywest-fl.gov) at least five days prior to the hearing and an interpreter will be provided.

(February 27, 2021) • Key West Citizen

VISIT US AT [WWW.KEYSNEWS.COM](http://WWW.KEYSNEWS.COM)

## NOTICE OF REQUEST FOR COMPETITIVE SOLICITATIONS

**NOTICE IS HEREBY GIVEN** that on Thursday, April 1, 2021, at 3:00 PM, the Monroe County Purchasing Office will receive and open sealed responses for the following:

**SALE OF SURPLUS PROPERTY-FIRE RESCUE MONROE COUNTY, FLORIDA**

Shuttle Equipment Sale-1/1/2021

County ID	Equipment	VIN/Serial #	Est. Value	Location	Current Price	Phone
1317	1919 Ford F150 L-Series	1710140102081	\$18K	Key West	As Is	312-626-6799
4191	1984 Yamaha Blazer	YF90120115052	\$15K	Key West	As Is	312-626-6799
4196	1984 4x4 Jeep	1710140102081	\$25K	Key West	As Is	312-626-6799
4199	2003 Harley Davidson	212410101011211	\$15K	Key West	As Is	312-626-6799
4200	2007 Harley Davidson	212410101011211	\$15K	Key West	As Is	312-626-6799
4201	2007 Harley Davidson	212410101011211	\$15K	Key West	As Is	312-626-6799
4202	2007 Harley Davidson	212410101011211	\$15K	Key West	As Is	312-626-6799
4203	2007 Harley Davidson	212410101011211	\$15K	Key West	As Is	312-626-6799
4204	2007 Harley Davidson	212410101011211	\$15K	Key West	As Is	312-626-6799

Pursuant to FS § 90.021(1)(b), all published competitive solicitations notices can be viewed at: [www.monroecountyfl.com](http://www.monroecountyfl.com), a searchable database repository for all published legal notices. Requesters are encouraged to review the solicitation notices and the selection criteria may be requested from the Monroe County Purchasing Office at [procurement@monroecountyfl.com](mailto:procurement@monroecountyfl.com). The Public Record is available upon request.

In response to COVID-19, the Monroe County Purchasing Department has implemented a risk mitigation process for reviewing and opening sealed bids. Monroe County is committed to ensuring the health and safety of its employees and those who attend bid openings. Please do not meet or attempt to deliver in person any sealed bids. Mail-delivered bids/proposals/responses WILL NOT be accepted.

The Monroe County Purchasing Department hereby directs that bids be submitted via email to: [DMB@monroecountyfl.com](mailto:DMB@monroecountyfl.com), no later than 3:00 PM on April 1, 2021. Please submit your confidential financial information in a SEPARATE EMAIL from your bid and required documents. Your bid and documents will not be opened until the following:

Sale of Surplus Property-Fire Rescue 04/01/2021

Bids that do not contain this subject line WILL BE REJECTED. Please note that the maximum file size that will be accepted by email is 25MB. Please pass accordingly to ensure that your bid is not rejected due to the file size. Should your bid documents exceed 25MB or otherwise be rejected or deemed non-compliant to the DBS-BIDS@monroecountyfl.com, in advance of the bid opening, please email: [dmbs@monroecountyfl.com](mailto:dmbs@monroecountyfl.com) or [dmbs@monroecountyfl.com](mailto:dmbs@monroecountyfl.com) for instructions for delivery of your bid can be made prior to the bid opening. Please be advised that it is the bidder's sole responsibility to ensure delivery of their bid and walking into the bid opening to address or confirm your bid submission delivery will result in your bid being rejected.

The bid opening for this solicitation will be held virtually, via the internet, at 3:00 PM, on April 1, 2021. You may call in by phone or internet using the following:

Join Zoom Meeting

<https://monroecountyfl.us/j/4509226156>

Meeting ID: 4509226156

One tap mobile:

+16469196005, 4509226156 US (New York)

+16099000833, 4509226156 US (San Jose)

Dial by your location:

+1 848 518 9605 US (Key West)

+1 609 900 5833 US (San Jose)

(February 27, 2021) • Key West Citizen

## CALL FOR BIDS

THE UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA, herein after called Utility Board, operator of Keys Energy Services (KEYS), hereby gives notice to prospective bidders that sealed proposals will be received by KEYS electronically until 1:00 PM on Friday, March 26, 2021 for:

**KEYS BID-21 SPECIFICATIONS FOR POLE FOUNDATION ENGINEERING SERVICES**

The Utility Board has initiated VendorLink and DemandStar systems to provide current information to potential bidders. These systems will allow you to receive bid information regularly and at your convenience 24 hours a day, seven days a week. Specifications may be obtained from their website at [www.vendorlink.com](http://www.vendorlink.com) or [www.demandstar.com](http://www.demandstar.com). Registered vendors will be notified automatically or all Requests for Proposals, You may also visit [keysenergy.com](http://keysenergy.com) to learn about information for all KEYS bid solicitations.

(Feb. 27, 2021) • Key West Citizen



**LIST YOUR LEGAL NOTICES!**

FOR MORE INFORMATION CALL 305.292.7777 EXT. 722

## City of Key West Department of Transportation

### Performance and Productivity Measures

(in accordance with Florida Statute 341.071 as it pertains to public transit)

Fiscal Year		2018 - 2019	2019 - 2020
<b>General Performance Indicators</b>			
Passenger Trips:		781,655	389,401
Revenue Miles:		689,883	559,328
System Operating Expense:		\$4,239,862	\$3,565,213
System Operating Revenue:		\$3,632,711	\$3,509,015
Total Net:		\$ 607,151	\$36,198.00
Vehicles / Maximum Service:		9	7
Bus Fares:		City - \$2.00	City - \$2.00
Keys - \$4.00		Keys - \$4.00	Keys - \$4.00
Duval Loop - Free		Duval Loop - Free	Duval Loop - Free
<b>Effectiveness Measures</b>			
Revenue Miles between System Failures:		36,327	79,904
Days and Hours of Service:		Daily: 6:00 am - 12:midnight	Daily: 5:30 am - 10:09 pm
<b>Efficiency Measure</b>			
Expense / Passenger Trip (Gross)*:		\$5.57	\$9.16
Expense / Passenger Trip (Net)*:		\$0.60	\$0.09
Source: National Transit Database Reports			

\* Expense per passenger trip calculated does not include revenues.

\* Expense per passenger trip is offset by revenues collected.



# THE CITIZEN

The Florida Keys Only Daily Newspaper, Est. 1876

PO Box 1800, Key West FL 33041  
P: (305) 292-7777 ext. 219 F: (305) 295-8025  
legals@keysnews.com

CITY OF KEY WEST FINANCE DEPT  
PO BOX 1409  
KEY WEST FL 33041-1409

Account: 138672

Ticket: 381473

## PUBLISHER'S AFF

STATE OF FLORIDA  
COUNTY OF MONROE

Before the undersigned authority personally appeared

MICHAEL LEWIS, who on oath says that he or she is

AN EMPLOYEE of the Key West Citizen, a daily newspaper published in Key West, in Monroe County, Florida; that the attached copy of advertisement, being a legal notice in the matter of was published in said newspaper in the issues of:

Sunday, February 28, 2021

Affiant further says that the Key West Citizen is a newspaper published in Key West, in said Monroe County, Florida and that the said newspapers has heretofore been continuously published in said Monroe County, Florida every day, and has been entered as periodicals matter at the post office in Key West, in said Monroe County, Florida, for a period of 1 year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

(Signature of Affiant)

Affirmed and subscribed before me this 1st day of March 2021

(Notary Public Signature)

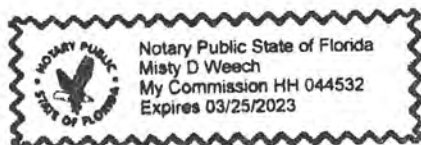
Misty D Weech  
(Notary Public Printed Name)

(Notary Seal)

My commission expires 03/25/2023

Personally Known ☒ Produced Identification ☐

Type of Identification Produced \_\_\_\_\_



## NOTICE OF PUBLIC HEARING

The City of Key West announces a public hearing be held on Friday, March 5, 2021 at 9 a.m. virtually by telephoning 312 626 6799 or online at <https://us02web.zoom.us/j/81620016044> Meeting ID: 816 2001 6044 Passcode: 337936. The purpose of this hearing is to collect information on the COVID-19 related emergency rental assistance needs of the City of Key West.

The Florida Department of Economic Opportunity is making available funding for Small Cities under the Florida Community Development Block Grant-Coronavirus (CDBG-CV) program. The CDBG-CV program is designed to help local governments prepare for, prevent, or respond to the health and economic impacts of COVID-19. The activities must be critical to their locality and primarily for the benefit of low- and moderate-income residents.

The CDBG-CV Small Cities program will be funded through a combination of three rounds of CDBG-CV allocations received from HUD for a total amount of \$41,931,595. City of Key West can request up to \$5 million from this program and at least \$200,000.

The following activities are eligible for funding: Acquisition, Public Improvements, Public Facilities, Business Assistance, Microenterprise Assistance, Public Services such as rental or mortgage assistance, Planning, and Broadband Planning and Public Infrastructure.

City of Key West is considering submitting an application for emergency rental assistance for low to moderate income (LMI) persons in the amount of approximately \$500,000.00. The proposed CDBG activities will not result in displacement and will therefore, not require the UGLG anti-displacement and relocation plans as required under 24-CFR 570.488.

**Any non-English speaking person wishing to attend the public hearing should contact Carolyn Sheldon, Senior Grants Administrator at (305) 809-3741 or [grants@cityofkeywest-fl.gov](mailto:grants@cityofkeywest-fl.gov) at least five days prior to the hearing and an interpreter will be provided.**

February 27, 2021 Key West Citizen



# THE CITIZEN

The Florida Keys Only Daily Newspaper, Est. 1876

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Ticket: 381474

## PUBLISHER'S AFFID

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COUNTY OF MONROE

[leg

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(Signature of Affiant)

Affirmed and subscribed before me this 1st day of March 2021

(Notary Public Signature)

Misty D Weech

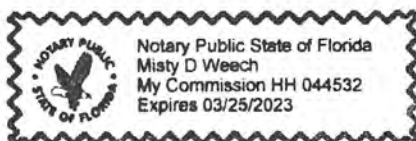
(Notary Public Printed Name)

(Notary Seal)

My commission expires 03/25/2023

Personally Known ☒ Produced Identification ☐

Type of Identification Produced \_\_\_\_\_



## AVISO DE AUDIENCIA PÚBLICA

La ciudad de Key West anuncia que se llevará a cabo una audiencia pública el viernes 5 de marzo de 2021 a las 9 am virtualmente llamando al 312 626 6799 o en línea al <https://us02web.zoom.us/j/> ID de reunión: 816 2001 6044 Código de acceso: 337936. El propósito de esta audiencia es recopilar información sobre las necesidades de asistencia de alquiler de emergencia relacionadas con COVID-19 de la ciudad de Key West.

El Departamento de Oportunidades Económicas de Florida está poniendo a disposición fondos para ciudades pequeñas bajo el programa de subvenciones en bloque para el desarrollo comunitario de Florida-Coronavirus (CDBG-CV). El programa CDBG-CV está diseñado para ayudar a los gobiernos locales a prepararse, prevenir o responder a los impactos económicos y de salud de COVID-19. Las actividades deben ser críticas para su localidad y principalmente para el beneficio de los residentes de ingresos bajos y moderados.

El programa CDBG-CV Small Cities se financiará mediante una combinación de tres rondas de asignaciones CDBG-CV recibidas de HUD por un monto total de \$ 41,931,595. La ciudad de Key West puede solicitar hasta \$ 5 millones de este programa y al menos \$ 200,000.

Las siguientes actividades son elegibles para financiación: Adquisición, Mejoras Públicas, Instalaciones Públicas, Asistencia Comercial, Asistencia a Microempresas, Servicios Públicos como asistencia de alquiler o hipoteca, Planificación y Planificación de Banda Ancha e Infraestructura Pública.

La ciudad de Key West está considerando enviar una solicitud de asistencia de emergencia para el alquiler para personas de ingresos bajos a moderados (LMI) por un monto aproximado de \$ 500,000.00.

Las actividades propuestas de CDBG no resultarán en desplazamiento y, por lo tanto, no requerirán los planes de reubicación y anti-desplazamiento de UGLG como lo requiere 24-CFR 570.488.

**Cualquier persona que no hable inglés y que desee asistir a la audiencia pública debe comunicarse con Carolyn Sheldon, administradora senior de subvenciones al (305) 809-3741 o [grants@cityofkeywest-fl.gov](mailto:grants@cityofkeywest-fl.gov) al menos cinco días antes de la audiencia y se proporcionará un intérprete.**

February 27, 2021 Key West Citizen



CITY OF KEY WEST


## CDBG-CV VIRTUAL PUBLIC HEARING

Friday, March 5, 2021

9:00 AM

### MINUTES

- 1) 9:00 AM EST Attendees were welcomed. Introductions of City staff and grant writing consultants were made.
- 2) A program overview was given to include \$5 billion provided by Congress in the CARES Act for the CDBG-CV program; HUD allocated \$3 billion to Florida; \$41,931,595 to DEO Small Cities program; the City of Key West intends to apply Summer 2021; low-and moderate-income (LMI) to benefit; some eligible uses: building & improvements, financial assistance, planning and must be directly impacted by COVID-19; between \$200,000 and \$5 million can be requested from this competitive grant; the City is interested in emergency rental assistance but would like to find out what the public would like to see
- 3) 9:06 AM EST Official open of Public Hearing
- 4) Attendee closing comments
- 5) 9:48 AM EST Official close of Public Hearing



Cheryl Smith  
City Clerk







**CITY OF KEY WEST**

## **CDBG-CV VIRTUAL PUBLIC HEARING**

Friday, March 5, 2021

9:00 AM

### **ATTENDEES**

Carolyn “concerned citizen” – full name was not entered into record

Carolyn Sheldon

Christine Lane

Dorian Patton

Heather Pullen

Leah Stockton

Mark Finigan

Patti McLauchlin

Sam Kaufman

Spencer Smith

## **Second Public Hearing Notice City of Key West, Florida**

The City of Key West plans to apply to the Florida Department of Economic Opportunity (DEO) Community Development Block Grant-Coronavirus (CDBG-CV) in the amount of \$2,525,970.08 in the Public Facilities and Improvements and Privately-Owned Utilities project type category. The CDBG-CV program is designed to help local governments prepare for, prevent, or respond to the health and economic impacts of COVID-19. The activities, dollar amounts, and estimated percentage benefit to low- and moderate-income persons are as follows:

<u>Activity Name</u>	<u>CDBG Funding</u>	<u>LMI Benefit</u>
Administration	\$50,000.00	N/A
Engineering	\$63,500.00	N/A
Public Infrastructure –		
Homeless Shelter	\$ 2,162,470.08	100%
Temporary Relocation	\$250,000.00	100%

The City will reconstruct the Keys Overnight Temporary Shelter (KOTS), the temporary shelter facility for homeless individuals, located at Stock Island behind the Monroe County Sheriff's office at 5537 College Road, Key West, FL 33040, to a permanent, storm resistant concrete and steel facility. The CDBG National Objective Selected for this project is Limited Clientele. Limited Clientele was selected as the National Objective for this project as the Keys Overnight Temporary Shelter exclusively benefits homeless persons who are generally presumed by U.S. Department of Housing & Urban Development to be principally low-to-moderate income persons.

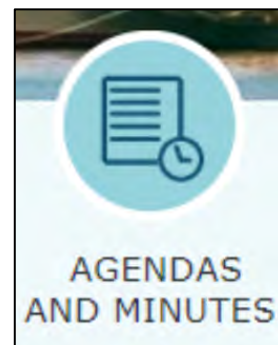
The City of Key West does not expect the proposed CDBG activities to result in displacement and will therefore not require the UGLG anti-displacement and relocation plans as required under 24-CFR 570.488.

A public hearing to provide citizens an opportunity to comment on the application will be held during a regularly scheduled City Commission meeting at Key West City Hall, 1300 White St, Key West, FL 33040, on Tuesday, July 20, 2021, at 5:00 p.m. The public hearing will also be held virtually by telephoning 312-626-6799 or online at:

<https://us02web.zoom.us/j/83373807503?pwd=UzFuazNLWXBWOTE0NEFLYmRkUTZHZz09>

Meeting ID: 833 7380 7503  
Passcode: 800359

Members of the public who cannot attend the Public Hearing may also submit eComments. eComments can be accessed through the City's website <https://www.cityofkeywest-fl.gov/> by clicking on the link to Agendas and Minutes (see the Agendas and Minutes Icon to the right). This action will pop up a window that states "You Are Now Leaving Our Website". Then click "Proceed to Site." Once the page is loaded, a list of meetings will appear, and the eComment link will appear in the column furthest to the right labeled "eComment." eComments will be made available the week prior the July 20, 2021, hearing, and ending two (2) hours before the meeting starts.



A draft copy of the application will also be available for review during normal business hours in the Clerk's Office at City Hall by noon on Tuesday, July 14, 2021. Persons wanting to submit written comments on the application should send them to Carolyn Sheldon, Senior Grants Administrator, by e-mail at [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov) or by mail to PO BOX 1409, Key West, Florida 33041 no later than Tuesday, July 20, 2021.

A copy of the final application will be available for review in the Clerk's Office at City Hall upon request prior to submission. The application will be submitted to DEO prior to the application deadline date, which has yet to be established but is expected sometime in August or September 2021. To obtain additional information concerning the application and the public hearing, contact Carolyn Sheldon, Senior Grants Administrator, at 305-809-3741 or by e-mail at [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov).

The public hearing is being conducted in a handicapped accessible location. Pursuant to the provisions of the Americans with Disabilities Act (ADA), any person requiring special accommodations to participate in the hearing is asked to 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.

Any non-English speaking person wishing to attend the public hearing should contact Carolyn Sheldon at 305-809-3741 least five days prior to the hearing and an interpreter will be provided.

## **Aviso de segunda audiencia pública Ciudad de Key West, Florida**

La ciudad de Key West planea solicitar al Departamento de Oportunidades Económicas de Florida (DEO) la subvención en bloque para el desarrollo comunitario de Florida-Coronavirus (CDBG-CV) por un monto de \$ 2,525,970.08 en el tipo de proyecto Instalaciones públicas y mejoras y servicios públicos de propiedad privada. categoría. El programa CDBG-CV está diseñado para ayudar a los gobiernos locales a prepararse, prevenir o responder a los impactos económicos y de salud del COVID-19. Las actividades, los montos en dólares y el porcentaje de beneficio estimado para las personas de ingresos bajos y moderados son los siguientes:

<u>Nombre de la actividad</u>	<u>Financiamiento CDBG</u>	<u>Beneficio LMI</u>
Administración	\$50,000.00	N/A
Ingeniería	\$63,500.00	N/A
Infraestructura pública - Refugio para personas sin hogar	\$2,162,470.08	100%
Reubicación temporal	\$250,000.00	100%

La ciudad reconstruirá el refugio temporal Keys Overnight Temporary Shelter (KOTS), la instalación de refugio temporal para personas sin hogar, ubicada en Stock Island detrás de la oficina del alguacil del condado de Monroe en 5537 College Road, Key West, FL 33040, en un concreto permanente resistente a tormentas y instalación de acero. El objetivo nacional de CDBG seleccionado para este proyecto es Clientela limitada. Clientela limitada fue seleccionada como el objetivo nacional para este proyecto, ya que el refugio temporal Keys Overnight Temporary beneficia exclusivamente a las personas sin hogar que, en general, el Departamento de Vivienda y Desarrollo Urbano de los EE. UU. Presume que son principalmente personas de ingresos bajos a moderados.

La Ciudad de Key West no espera que las actividades de CDBG propuestas resulten en desplazamiento y, por lo tanto, no requerirá los planes de reubicación y anti-desplazamiento de UGLG como lo requiere 24-CFR 570.488.

Se llevará a cabo una audiencia pública para brindar a los ciudadanos la oportunidad de comentar sobre la solicitud durante una reunión de la Comisión de la Ciudad programada regularmente en Key West City Hall, 1300 White St, Key West, FL 33040, el martes 20 de julio de 2021, a las 5: 00 pm La audiencia pública también se llevará a cabo virtualmente llamando al 312-626-6799 o en línea en:

<https://us02web.zoom.us/j/83373807503?pwd=UzFuazNLWXBWOTE0NEFLYmRkUTZHZz09>

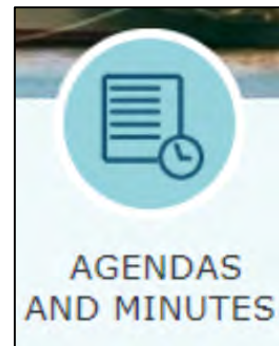
D de reunió: 833 7380 7503

Código de acceso: 800359



Los miembros del público que no puedan asistir a la audiencia pública también pueden enviar comentarios electrónicos. Se puede acceder a los eComments a través del sitio web de la Ciudad

<https://www.cityofkeywest-fl.gov/> haciendo clic en el enlace a Agendas and Minutes (vea el ícono Agendas and Minutes a la derecha). Esta acción abrirá una ventana que dice "Ahora está saliendo de nuestro sitio web". Luego haga clic en "Ir al sitio". Una vez que se cargue la página, aparecerá una lista de reuniones y el enlace de eComment aparecerá en la columna más a la derecha con la etiqueta "eComment". Los comentarios electrónicos estarán disponibles la semana anterior a la audiencia del 20 de julio de 2021 y finalizarán dos (2) horas antes de que comience la reunión..



Un borrador de la solicitud también estará disponible para su revisión durante el horario laboral normal en la Oficina del Secretario del Ayuntamiento antes del mediodía del martes 14 de julio de 2021. Las personas que deseen enviar comentarios por escrito sobre la solicitud deben enviarlos a Carolyn Sheldon, Senior Administrador de subvenciones, por correo electrónico a [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov) o por correo postal a PO BOX 1409, Key West, Florida 33041 a más tardar el martes 20 de julio de 2021.

Una copia de la solicitud final estará disponible para su revisión en la Oficina del Secretario del Ayuntamiento si se solicita antes de la presentación. La solicitud se enviará al DEO antes de la fecha límite de solicitud, que aún no se ha establecido, pero se espera en agosto o septiembre de 2021. Para obtener información adicional sobre la solicitud y la audiencia pública, comuníquese con Carolyn Sheldon, Administradora de Subvenciones Senior, al 305-809-3741 o por correo electrónico a [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov).

La audiencia pública se llevará a cabo en un lugar accesible para discapacitados. De conformidad con las disposiciones de la Ley de Estadounidenses con Discapacidades (ADA), cualquier persona que requiera adaptaciones especiales para participar en la audiencia debe llamar al número TTY 1-800-955-8771 o al 1-800-955-8770 o al Coordinador de ADA al 305-809-3811 con al menos cinco días hábiles de anticipación para intérpretes de lenguaje de señas, dispositivos de ayuda auditiva o materiales en formato accesible.

Cualquier persona que no hable inglés y que desee asistir a la audiencia pública debe comunicarse con Carolyn Sheldon al 305-809-3741 al menos cinco días antes de la audiencia y se le proporcionará un intérprete.

# THE CITIZEN

KEY WEST  
The Florida Keys Only Daily Newspaper, Est. 1876  
PO Box 1800, Key West FL 33041  
P: (305) 292-7777 ext. 219 F: (305) 295-8025  
legals@keynews.com

CITY OF KEY WEST FINANCE DEPT  
PO BOX 1409  
KEY WEST FL 33041-1409

Account: 419853

Ticket: 3804419

## PUBLISHER'S AFFIDAVIT

STATE OF FLORIDA  
COUNTY OF MONROE

Before the undersigned authority personally appeared

MICHAEL LEWIS, who on oath says that he or she is

AN EMPLOYEE of the Key West Citizen, a daily newspaper published in Key West, in Monroe County, Florida; that the attached copy of advertisement, being a legal notice in the matter of was published in said newspaper in the issues of:

Wednesday, July 14, 2021

Affiant further says that the Key West Citizen is a newspaper published in Key West, in said Monroe County, Florida and that the said newspapers has heretofore been continuously published in said Monroe County, Florida every day, and has been entered as periodicals matter at the post office in Key West, in said Monroe County, Florida, for a period of 1 year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

[Signature]  
(Signature of Affiant)

Affirmed and subscribed before me this 22nd day of July 2021

[Signature]  
(Notary Public Signature)

Sue Lynn Stampel  
(Notary Public Printed Name)

(Notary Seal)

My commission expires 6-27-22

Personally Known X Produced Identification     

Type of Identification Produced     



Sue Lynn Stampel  
COMMISSION # GG232802  
EXPIRES: June 27, 2022  
Bonded Thru Aaron Notary

## Second Public Hearing Notice City of Key West, Florida

The City of Key West plans to apply to the Florida Department of Economic Opportunity (DEO) Community Development Block Grant-Coronavirus (CDBG-CV) in the amount of \$2,525,970.08 in the Public Facilities and Improvements and Privately-Owned Utilities project type category. The CDBG-CV program is designed to help local governments prepare for, prevent, or respond to the health and economic impacts of COVID-19. The activities, dollar amounts, and estimated percentage benefit to low- and moderate-income persons are as follows:

Activity Name	CDBG Funding	LMI Benefit
Administration Engineering	\$50,000.00	N/A
Public Infrastructure - Homeless Shelter	\$63,500.00	N/A
Temporary Relocation	\$ 2,162,470.08	100%
	\$250,000.00	100%

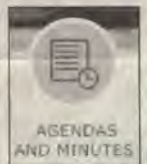
The City will reconstruct the Keys Overnight Temporary Shelter (KOTS), the temporary shelter facility for homeless individuals, located at Stock Island behind the Monroe County Sheriff's office at 5537 College Road, Key West, FL 33040, to a permanent, storm resistant concrete and steel facility. The CDBG National Objective Selected is for this project is Limited Clientele. Limited Clientele was selected as the National Objective for this project as the Keys Overnight Temporary Shelter exclusively benefits homeless persons who are generally presumed by U.S. Department of Housing & Urban Development to be principally low-to-moderate income persons.

The City of Key West does not expect the proposed CDBG activities to result in displacement and will therefore not require the UGLG anti-displacement and relocation plans as required under 24-CFR 570.488.

A public hearing to provide citizens an opportunity to comment on the application will be held during a regularly scheduled City Commission meeting at Key West City Hall, 1300 White St, Key West, FL 33040, on Tuesday, July 20, 2021, at 5:00 p.m. The public hearing will also be held virtually by telephoning 312-626-6799 Meeting ID: 833 7380 7503 Passcode: 800359 or online at:

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Members of the public who cannot attend the Public Hearing may also submit eComments. eComments can be accessed through the City's website <https://www.cityofkeywest-fl.gov/> by clicking on the link to Agendas and Minutes (see the Agendas and Minutes icon to the right). This action will pop up a window that states "You Are Now Leaving Our Website". Then click "Proceed to Site." Once the page is loaded, a list of meetings will appear, and the eComment link will appear in the column furthest to the right labeled "eComment." eComments will be made available the week prior the July 20, 2021, hearing, and ending two (2) hours before the meeting starts.



A draft copy of the application will also be available for review during normal business hours in the Clerk's Office at City Hall by noon on Tuesday, July 14, 2021. Persons wanting to submit written comments on the application should send them to Carolyn Sheldon, Senior Grants Administrator, by e-mail at [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov) or by mail to PO BOX 1409, Key West, Florida 33041 no later than Tuesday, July 20, 2021.

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July 14, 2021 Key West Citizen



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Affirmed and subscribed before me this 22nd day of July 2021

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Sue Lynn Stamper  
(Notary Public Printed Name)

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My commission expires 6/27/22

Personally Known X Produced Identification     

Type of Identification Produced     



Sue Lynn Stamper  
COMMISSION # GG232802  
EXPIRES: June 27, 2022  
Bonded Thru Aaron Notary

## Aviso de segunda audiencia pública Ciudad de Key West, Florida

La ciudad de Key West planea solicitar al Departamento de Oportunidades Económicas de Florida (DEO) la subvención en bloque para el desarrollo comunitario de Florida-Coronavirus (CDBG-CV) por un monto de \$ 2,525,970.08 en el tipo de proyecto Instalaciones públicas y mejoras y servicios públicos de propiedad privada. El programa CDBG-CV está diseñado para ayudar a los gobiernos locales a prepararse, prevenir o responder a los impactos económicos y de salud del COVID-19. Las actividades, los montos en dólares y el porcentaje de beneficio estimado para las personas de ingresos bajos y moderados son los siguientes:

Nombre de la actividad	Financiamiento CDBG	Beneficio LMI
Administración	\$50,000.00	N/A
Ingeniería	\$63,500.00	N/A
Infraestructura pública - Refugio para personas sin hogar		
Reubicación temporal	\$2,162,470.08	100%
	\$250,000.00	100%

La ciudad reconstruirá el refugio temporal Keys Overnight Temporary Shelter (KOTS), la instalación de refugio temporal para personas sin hogar, ubicada en Stock Island detrás de la oficina del alguacil del condado de Monroe en 5537 College Road, Key West, FL 33040, en un concreto permanente resistente a tormentas y instalación de acero. El objetivo nacional de CDBG seleccionado para este proyecto es Clientela limitada. Clientela limitada fue seleccionada como el objetivo nacional para este proyecto, ya que el refugio temporal Keys Overnight Temporary beneficia exclusivamente a las personas sin hogar que, en general, el Departamento de Vivienda y Desarrollo Urbano de los EE. UU. Presume que son principalmente personas de ingresos bajos a moderados.

La Ciudad de Key West no espera que las actividades de CDBG propuestas resulten en desplazamiento y, por lo tanto, no requerirá los planes de reubicación y anti-desplazamiento de UGLG como lo requiere 24-CFR 570.488.

Se llevará a cabo una audiencia pública para brindar a los ciudadanos la oportunidad de comentar sobre la solicitud durante una reunión de la Comisión de la Ciudad programada regularmente en Key West City Hall, 1300 White St, Key West, FL 33040, el martes 20 de julio de 2021, a las 5: 00 pm La audiencia pública también se llevará a cabo virtualmente llamando al 312-626-6799 D de reunión: 833 7380 7503 Código de acceso: 800359 o en línea en:

<https://us02web.zoom.us/j/83373807503>  
Código de acceso: 800359

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Un borrador de la solicitud también estará disponible para su revisión durante el horario laboral normal en la Oficina del Secretario del Ayuntamiento antes del mediodía del martes 14 de julio de 2021. Las personas que deseen enviar comentarios por escrito sobre la solicitud deben enviarlos a Carolyn Sheldon, Senior Administrador de subvenciones, por correo electrónico a [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov) o por correo postal a PO BOX 1409, Key West, Florida 33041 a más tardar el martes 20 de julio de 2021.

Una copia de la solicitud final estará disponible para su revisión en la Oficina del Secretario del Ayuntamiento si se solicita antes de la presentación. La solicitud se enviará al DEO antes de la fecha límite de solicitud, que aún no se ha establecido, pero se espera en agosto o septiembre de 2021. Para obtener información adicional sobre la solicitud y la audiencia pública, comuníquese con Carolyn Sheldon, Administradora de Subvenciones Senior, al 305-809-3741 o por correo electrónico a [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov).

La audiencia pública se llevará a cabo en un lugar accesible para discapacitados. De conformidad con las disposiciones de la Ley de Estadounidenses con Discapacidades (ADA), cualquier persona que requiera adaptaciones especiales para participar en la audiencia debe llamar al número TTY 1-800-955-8771 o al 1-800-955-8770 o al Coordinador de ADA al 305-809-3811 con al menos cinco días hábiles de anticipación para intérpretes de lenguaje de señas, dispositivos de ayuda auditiva o materiales en formato accesible.

Cualquier persona que no hable inglés y que desee asistir a la audiencia pública debe comunicarse con Carolyn Sheldon al 305-809-3741 al menos cinco días antes de la audiencia y se le proporcionará un intérprete.

July 14, 2021 Key West Citizen





**CITY OF KEY WEST**

## **CDBG-CV SECOND PUBLIC HEARING**

Tuesday, July 20, 2021

5:00 PM

(during City Commission meeting)

### **MINUTES**

- 1) 7:14 PM EST Attendees were greeted. Grant writing consultant introduction.
- 2) Announced that this is the second Public Hearing for the CDBG-CV program with the first Public Hearing held on March 5, 2021 via Zoom with a call-in option. A recap of the first Public Hearing was given. A program overview was given to include \$5 billion provided by Congress in the CARES Act for the CDBG-CV program: HUD allocated \$3 billion to Florida; \$41,931,595 to DEO Small Cities program; the City of Key West intends to apply during the Fall of 2021 when the application cycle is anticipated to begin; low-and moderate-income (LMI) to benefit; basic potential project categories include: acquisition, public improvement, public facilities, business assistance and microenterprise assistance, public services, planning and broadband planning, and public infrastructure; all projects and activities must address an issue that has been directly impacted by the COVID-19 or Coronavirus pandemic. The City is eligible to receive between \$200,000 and \$5 million. CDBG-CV is a competitive grant process NOT an allocation. The City plans to apply for the Keys Overnight Temporary Shelter which will benefit homeless persons generally presumed to be low-to-moderate income persons and is seeking public input on this project.
- 3) 7:19 PM EST Official open of Public Hearing
- 4) Three City officials, including Commissioner Sam Kaufman, Commissioner Clayton Lopez, and Mayor Teri Johnston spoke in support of the project.



5) 7:22 PM EST Official close of Public Hearing



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Cheryl Smith  
City Clerk





**City of Key West – Community Development Block Grant – CARES Act (CDBG-CV)**  
**Public Hearing**  
**Tuesday, July 20, 2021**

<b>Attendee Name</b>	<b>Attendee Type*</b>	<b>Department/Organization</b>	<b>City You Reside In</b>	<b>Phone Number</b>
Samuel Kaufman	City Elected Official	City Commissioner, District II	Key West	(305) 809-3844
Clayton Lopez	City Elected Official	City Commissioner, District VI	Key West	(305) 809-3844
Teri Johnston	City Elected Official	Mayor	Key West	(305) 809-3844

***\*Attendee Type: City Official, City staff, Local Organization, Private Citizen***

## Third Public Hearing Notice City of Key West, Florida

The City of Key West plans to apply to the Florida Department of Economic Opportunity (DEO) Community Development Block Grant-Coronavirus (CDBG-CV) in the amount of \$4,300,000.00 in the Public Facilities and Improvements and Privately-Owned Utilities project type category. The CDBG-CV program is designed to help local governments prepare for, prevent, or respond to the health and economic impacts of COVID-19. The activities, dollar amounts, and estimated percentage benefit to low- and moderate-income persons are as follows:

<u>Activity Name</u>	<u>CDBG Funding</u>	<u>LMI Benefit</u>
Administration	\$50,000.00	N/A
Public Infrastructure –		
Homeless Shelter	\$4,000,000.00	100%
Temporary Relocation	\$250,000.00	100%

The City will reconstruct the Keys Overnight Temporary Shelter (KOTS), the temporary shelter facility for homeless individuals, located at Stock Island behind the Monroe County Sheriff's office at 5537 College Road, Key West, FL 33040, to a permanent, storm resistant concrete and steel facility. The CDBG National Objective Selected for this project is Limited Clientele. Limited Clientele was selected as the National Objective for this project as the Keys Overnight Temporary Shelter exclusively benefits homeless persons who are generally presumed by U.S. Department of Housing & Urban Development to be principally low-to-moderate income persons.

The City of Key West does not expect the proposed CDBG activities to result in permanent displacement and will therefore not require the UGLG anti-displacement and relocation plans as required under 24-CFR 570.488.

A public hearing will be held to provide citizens an opportunity to comment on the application at the Key West City Hall Main Conference Room, located at 1300 White St, Key West, FL 33040, on Friday, October 8<sup>th</sup>, at 11AM. The public hearing will also be held virtually by telephoning 312-626-6799 or online at:

<https://cityofkeywest-fl-gov.zoom.us/j/82503378772?pwd=bm1HRWk5UytSa01Md1hPMHFnNlhNdz09>

Meeting ID: 825 0337 8772

Passcode: 074179

A draft copy of the application will also be available for review during normal business hours in the Clerk's Office at City Hall by noon on Friday, October 1, 2021. Persons wanting to submit written comments on the application should send them to Carolyn Sheldon, Senior Grants Administrator, by e-mail at [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov) or by mail to PO BOX 1409, Key West, Florida 33041 no later than 5PM Friday, October 8, 2021.

A copy of the final application will be available for review in the Clerk's Office at City Hall upon request prior to submission. While the established deadline for this grant application is 5PM,

Monday, November 1, 2021, the City intends to apply no later than Wednesday, October 27, 2021. To obtain additional information concerning the application and the public hearing, contact Carolyn Sheldon, Senior Grants Administrator, at 305-809-3741 or by e-mail at [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov).

The public hearing is being conducted in a handicapped accessible location. Pursuant to the provisions of the Americans with Disabilities Act (ADA), any person requiring special accommodations to participate in the hearing is asked to 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.

Any non-English speaking person wishing to attend the public hearing should contact Carolyn Sheldon at 305-809-3741 least five days prior to the hearing and an interpreter will be provided.



## **Aviso de tercera audiencia pública Ciudad de Key West, Florida**

La Ciudad de Key West planea presentar una solicitud al Departamento de Oportunidades Económicas de Florida (DEO) Community Development Block Grant-Coronavirus (CDBG-CV) por la cantidad de \$ 4,300,000.00 en la categoría de tipo de proyecto Instalaciones públicas y mejoras y servicios públicos de propiedad privada. El programa CDBG-CV está diseñado para ayudar a los gobiernos locales a prepararse, prevenir o responder a los impactos económicos y de salud del COVID-19. Las actividades, los montos en dólares y el porcentaje de beneficio estimado para las personas de ingresos bajos y moderados son los siguientes:

<u>Nombre de la actividad</u>	<u>Financiamiento CDBG</u>	<u>Beneficio LMI</u>
Administración	\$50,000.00	N/A
Infraestructura pública - Refugio para personas sin hogar	\$4,000,000.00	100%
Reubicación temporal	\$250,000.00	100%

La ciudad reconstruirá el refugio temporal Keys Overnight Temporary Shelter (KOTS), el refugio temporal para personas sin hogar, ubicado en Stock Island detrás de la oficina del alguacil del condado de Monroe en 5537 College Road, Key West, FL 33040, en un concreto permanente resistente a tormentas y instalación de acero. El objetivo nacional de CDBG seleccionado para este proyecto es Clientela limitada. La Clientela Limitada fue seleccionada como el Objetivo Nacional para este proyecto, ya que el Refugio Temporal de Pernoctación de Keys beneficia exclusivamente a las personas sin hogar que, por lo general, el Departamento de Vivienda y Desarrollo Urbano de los EE. UU. Presume que son principalmente personas de ingresos bajos a moderados.

La Ciudad de Key West no espera que las actividades de CDBG propuestas resulten en un desplazamiento permanente y, por lo tanto, no requerirá los planes de reubicación y anti-desplazamiento de UGLG como lo requiere el 24-CFR 570.488.

Se llevará a cabo una audiencia pública para brindar a los ciudadanos la oportunidad de comentar sobre la solicitud en la sala de conferencias principal del ayuntamiento de Key West, ubicada en 1300 White St, Key West, FL 33040, el viernes 8 de octubre a las 11 a.m. La audiencia pública también se llevará a cabo virtualmente llamando al 312-626-6799 o en línea en:

<https://cityofkeywest-fl-gov.zoom.us/j/82503378772?pwd=bm1HRWk5UytSa01Md1hPMHFnNlhNdz09>

ID de reunión: 825 0337 8772

Código de acceso: 074179

Una copia preliminar de la solicitud también estará disponible para su revisión durante el horario laboral normal en la Oficina del Secretario del Ayuntamiento antes del mediodía del viernes 1 de octubre de 2021. Las personas que deseen enviar comentarios por escrito sobre la solicitud deben enviarlos a Carolyn Sheldon, Senior Administrador de subvenciones, por correo electrónico a

Grants@cityofkeywest-fl.gov o por correo postal a PO BOX 1409, Key West, Florida 33041 a más tardar a las 5 p.m. del viernes 8 de octubre de 2021.

Una copia de la solicitud final estará disponible para su revisión en la Oficina del Secretario del Ayuntamiento si se solicita antes de la presentación. Si bien la fecha límite establecida para esta solicitud de subvención es el lunes 1 de noviembre de 2021 a las 5 p.m., la Ciudad tiene la intención de presentar la solicitud a más tardar el miércoles 27 de octubre de 2021. Para obtener información adicional sobre la solicitud y la audiencia pública, comuníquese con Carolyn Sheldon, Senior Administrador de subvenciones, al 305-809-3741 o por correo electrónico a Grants@cityofkeywest-fl.gov.

La audiencia pública se llevará a cabo en un lugar accesible para discapacitados. De conformidad con las disposiciones de la Ley de Estadounidenses con Discapacidades (ADA), cualquier persona que requiera adaptaciones especiales para participar en la audiencia debe llamar al número TTY 1-800-955-8771 o al 1-800-955-8770 o al Coordinador de ADA al 305-809-3811 con al menos cinco días hábiles de anticipación para intérpretes de lenguaje de señas, dispositivos de ayuda auditiva o materiales en formato accesible.

Cualquier persona que no hable inglés y que desee asistir a la audiencia pública debe comunicarse con Carolyn Sheldon al 305-809-3741 al menos cinco días antes de la audiencia y se le proporcionará un intérprete.



The Florida Keys Only Daily Newspaper,  
PO Box 1800, Key West FL 33041  
P: (305) 292-7777 ext. 219 F: (305) 295-  
legals@keysnews.com

CITY OF KEY WEST FINANCE DEPT  
PO BOX 1409  
KEY WEST FL 33041-1409

Account: 419853

Ticket: 3814013

#### PUBLISHER'S AFFIDAVIT

STATE OF FLORIDA  
COUNTY OF MONROE

[le

Before the undersigned authority personally appeared

MICHAEL LAWS, who on oath says that he or she is

AN EMPLOYEE of the Key West Citizen, a daily newspaper published in Key West, in Monroe County, Florida; that the attached copy of advertisement, being a legal notice in the matter of was published in said newspaper in the issues of:

Wednesday, September 29, 2021

Affiant further says that the Key West Citizen is a newspaper published in Key West, in said Monroe County, Florida and that the said newspapers has heretofore been continuously published in said Monroe County, Florida every day, and has been entered as periodicals matter at the post office in Key West, in said Monroe County, Florida, for a period of 1 year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

(Signature of Affiant)

Affirmed and subscribed before me this 5th day of October 2021

(Notary Public Signature)

(Notary Public Printed Name)

(Notary Seal)

My commission expires 6-27-22

Personally Known ☒ Produced Identification ☐

Type of Identification Produced \_\_\_\_\_



Suelynn Stamper  
COMMISSION # GG232802  
EXPIRES: June 27, 2022  
Bonded Thru Aaron Notary

### Third Public Hearing Notice City of Key West, Florida

The City of Key West plans to apply to the Florida Department of Economic Opportunity (DEO) Community Development Block Grant-Coronavirus (CDBG-CV) in the amount of \$4,300,000.00 in the Public Facilities and Improvements and Privately-Owned Utilities project type category. The CDBG-CV program is designed to help local governments prepare for, prevent, or respond to the health and economic impacts of COVID-19. The activities, dollar amounts, and estimated percentage benefit to low- and moderate-income persons are as follows:

Activity Name	CDBG Funding	LMI Benefit
Administration	\$50,000.00	N/A
Public Infrastructure -		
Homeless Shelter	\$4,000,000.00	100%
Temporary Relocation	\$250,000.00	100%

The City will reconstruct the Keys Overnight Temporary Shelter (KOTS), the temporary shelter facility for homeless individuals, located at Stock Island behind the Monroe County Sheriff's office at 5537 College Road, Key West, FL 33040, to a permanent, storm resistant concrete and steel facility. The CDBG National Objective Selected is for this project is Limited Clientele. Limited Clientele was selected as the National Objective for this project as the Keys Overnight Temporary Shelter exclusively benefits homeless persons who are generally presumed by U.S. Department of Housing & Urban Development to be principally low-to-moderate income persons.

The City of Key West does not expect the proposed CDBG activities to result in permanent displacement and will therefore not require the UGLG anti-displacement and relocation plans as required under 24-CFR 570.488.

A public hearing will be held to provide citizens an opportunity to comment on the application at the Key West City Hall Main Conference Room, located at 1300 White St, Key West, FL 33040, on Friday, October 8th, at 11AM. The public hearing will also be held virtually by telephoning 312-626-6799 or online at:

<https://cityofkeywest-fl.gov.zoom.us/j/82503378772?pwd=bn1HbWk5UytSa01Md1hPMHFnNlhNdz09>  
Meeting ID: 825 0337 8772  
Passcode: 074179

A draft copy of the application will also be available for review during normal business hours in the Clerk's Office at City Hall by noon on Friday, October 1, 2021. Persons wanting to submit written comments on the application should send them to Carolyn Sheldon, Senior Grants Administrator, by e-mail at [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov) or by mail to PO BOX 1409, Key West, Florida 33041 no later than 5PM Friday, October 8, 2021.

A copy of the final application will be available for review in the Clerk's Office at City Hall upon request prior to submission. While the established deadline for this grant application is 5PM, Monday, November 1, 2021, the City intends to apply no later than Wednesday, October 27, 2021. To obtain additional information concerning the application and the public hearing, contact Carolyn Sheldon, Senior Grants Administrator, at 305-809-3741 or by e-mail at [Grants@cityofkeywest-fl.gov](mailto:Grants@cityofkeywest-fl.gov).

The public hearing is being conducted in a handicapped accessible location. Pursuant to the provisions of the Americans with Disabilities Act (ADA), any person requiring special accommodations to participate in the hearing is asked to 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.

Any non-English speaking person wishing to attend the public hearing should contact Carolyn Sheldon at 305-809-3741 least five days prior to the hearing and an interpreter will be provided.

September 29, 2021 Key West Citizen





The Florida Keys Only Daily News  
PO Box 1800, Key West FL  
P: (305) 292-7777 ext. 219 F: (305) 292-7777  
legals@keysnews.com

CITY OF KEY WEST FINANCE DEPT  
PO BOX 1409  
KEY WEST FL 33041-1409

Account: 419853

Ticket: 3814014

#### PUBLISHER'S AFFIDAVIT

#### STATE OF FLORIDA COUNTY OF MONROE

Before the undersigned authority personally appeared

MICHAEL LEWIS, who on oath says that he or she is

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[Signature]  
(Signature of Affiant)

Affirmed and subscribed before me this 26th day of October 2021

[Signature]  
(Notary Public Signature)

Sue Lynn Stamper  
(Notary Public Printed Name)

(Notary Seal)

My commission expires 6-27-22

Personally Known X Produced Identification       

Type of Identification Produced       



**Sue Lynn Stamper**  
COMMISSION # GG232802  
EXPIRES: June 27, 2022  
Bonded Thru Aaron Notary

KEY WEST

#### Aviso de tercera audiencia pública Ciudad de Key West, Florida

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Nombre de la actividad	Financiamiento CDBG	Beneficio LMI
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Infraestructura pública - Refugio para personas sin hogar	\$4,000,000.00	100%
Reubicación temporal	\$250,000.00	100%

La ciudad reconstruirá el refugio temporal Keys Overnight Temporary Shelter (KOTS), el refugio temporal para personas sin hogar, ubicado en Stock Island detrás de la oficina del alguacil del condado de Monroe en 5537 College Road, Key West, FL 33040, en un concreto permanente resistente a tormentas y instalación de acero. El objetivo nacional de CDBG seleccionado para este proyecto es Clientela Limitada. La Clientela Limitada fue seleccionada como el Objetivo Nacional para este proyecto, ya que el Refugio Temporal de Pernocación de Keys beneficia exclusivamente a las personas sin hogar que, por lo general, el Departamento de Vivienda y Desarrollo Urbano de los EE. UU. Presume que son principalmente personas de ingresos bajos a moderados.

La Ciudad de Key West no espera que las actividades de CDBG propuestas resulten en un desplazamiento permanente y, por lo tanto, no requerirá los planes de reubicación y anti-desplazamiento de UGLG como lo requiere el 24-CFR 570.488.

Se llevará a cabo una audiencia pública para brindar a los ciudadanos la oportunidad de comentar sobre la solicitud en la sala de conferencias principal del ayuntamiento de Key West, ubicada en 1300 White St, Key West, FL 33040, el viernes 8 de octubre a las 11 a.m. La audiencia pública también se llevará a cabo virtualmente llamando al 312-626-6799 o en línea en:

<https://cityofkeywest-fl.gov.zoom.us/j/82503378772?pwd=bn1HbWk5UytSa01Md1hPMHFnNlNhdz09>  
ID de reunión: 825 0337 8772  
Código de acceso: 074179

Una copia preliminar de la solicitud también estará disponible para su revisión durante el horario laboral normal en la Oficina del Secretario del Ayuntamiento antes del mediodía del viernes 1 de octubre de 2021. Las personas que deseen enviar comentarios por escrito sobre la solicitud deben enviarlos a Carolyn Sheldon, Senior Administrador de subvenciones, por correo electrónico a Grants@cityofkeywest-fl.gov o por correo postal a PO BOX 1409, Key West, Florida 33041 a más tardar a las 5 p.m. del viernes 8 de octubre de 2021.

Una copia de la solicitud final estará disponible para su revisión en la Oficina del Secretario del Ayuntamiento si se solicita antes de la presentación. Si bien la fecha límite establecida para esta solicitud de subvención es el lunes 1 de noviembre de 2021 a las 5 p.m., la Ciudad tiene la intención de presentar la solicitud a más tardar el miércoles 27 de octubre de 2021. Para obtener información adicional sobre la solicitud y la audiencia pública, comuníquese con Carolyn Sheldon, Senior Administrador de subvenciones, al 305-809-3741 o por correo electrónico a Grants@cityofkeywest-fl.gov.

La audiencia pública se llevará a cabo en un lugar accesible para discapacitados. De conformidad con las disposiciones de la Ley de Estadounidenses con Discapacidades (ADA), cualquier persona que requiera adaptaciones especiales para participar en la audiencia debe llamar al número TTY 1-800-855-8771 o al 1-800-955-8770 o al Coordinador de ADA al 305-809-3811 con al menos cinco días hábiles de anticipación para intérpretes de lenguaje de señas, dispositivos de ayuda auditiva o materiales en formato accesible.

Cualquier persona que no hable Inglés y que desee asistir a la audiencia pública debe comunicarse con Carolyn Sheldon al 305-809-3741 al menos cinco días antes de la audiencia y se le proporcionará un intérprete.





CITY OF KEY WEST

## **CDBG-CV THIRD PUBLIC HEARING**

Friday, October 8, 2021

11:00 AM

### **MINUTES**

- 1) 11:00 AM EST Attendees were greeted. Grant writing consultant introduction.
- 2) Announced that this is the third Public Hearing for the CDBG-CV program with the first Public Hearing held on March 5, 2021 via Zoom with a call-in option and a second Public Hearing held on July 20, 2021. A recap both Public Hearings was given. The reasons for holding a third Public Hearing were given: 1) to garner additional public input and 2) to inform participants about specific elements of this application and process that were not previously shared in order to obtain maximum points with the grant application.

Seven pieces of information were given:

- 1) General description of CDBG-CV program - Community Development Block Grant Coronavirus Small Cities Program is the specific program that City is eligible for; primarily benefit low to moderate income (LMI); funds are designed to help prepare for, prevent, or respond to the health and economic impacts of the pandemic; basic potential project categories include: acquisition, public improvement, public facilities, business assistance and microenterprise assistance, public services, planning and broadband planning, and public infrastructure;
- 2) Amount of available funding - CARES Act appropriated \$5 billion to CDBG-CV program; HUD appropriated \$3 billion of that \$5 billion to the State of Florida; amount of available funding for this specific program is \$41,931,595; eligible local governments may apply for one project with one activity for an amount between \$200,000 and \$5 million.

- 3) Description of the project being proposed based on feedback from the first Public Hearing, what is being done, and who are the beneficiaries – based on the comments from the first Public Hearing the City chose to pursue reconstruction the Keys Overnight Temporary Shelter; beneficiaries are the homeless clients that use the facility; CDBG national objective selected for this project is limited clientele
- 4) Proposed budget of the project - \$6,172,487.05; \$4.3 million of that number is the grant application request
- 5) Any other sources being used - \$1,872,487.05 is match coming from the City, a blend of both cash and in-kind match
- 6) Explanation of application submission process – this is a competitive grant application process NOT an allocation; deadline for this grant is 5PM, November 1, 2021 however the City's application will be submitted a few days early on October 27, 2021; once complete, the application will require signature from the person who has received Delegation of Authority (the City Manager); then subsequently submitted online through the online submission platform by the grant consultant
- 7) This Public Hearing is to garner public comment on the application

3) 11:14 AM EST Official open of Public Hearing

4) Thirteen individuals (one is formerly homeless), including City Officials, representatives of local organizations, and private citizens, provided overwhelmingly positive comments on this grant application.

5) 11:47 AM EST Official close of Public Hearing



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Cheryl Smith  
City Clerk





**City of Key West – Community Development Block Grant – CARES Act (CDBG-CV)**  
**Public Hearing**  
**Friday, October 8, 2021 (11:00 AM)**

Attendee Name	Attendee Type* (Check one)	Department/Organization	City You Reside In	Phone Number
First: Carolyn Last: Sheldon	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input checked="" type="checkbox"/> City Staff	city of Key West	<input type="checkbox"/> Key West Other <u>Superior Key</u>	(305) 809-3741
First: Mark Last: F. Nigam	<input checked="" type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	City of Key West	<input checked="" type="checkbox"/> Key West Other _____	305 809-3822
First: Michael Last: Henriquez Jr	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input checked="" type="checkbox"/> City Staff	City of Key West	<input checked="" type="checkbox"/> Key West Other _____	305-304-0300
First: Patrice Last: Schwermer	<input checked="" type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	Catholic Charities	<input checked="" type="checkbox"/> Key West Other _____	305-887-4503
First: Marco Last: Davila	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	CKW	<input type="checkbox"/> Key West Other _____	305 747 0163
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	

**\*Attendee Type: City Official, City staff, Local Organization, Private Citizen**



**City of Key West – Community Development Block Grant – CARES Act (CDBG-CV)**  
**Public Hearing**  
**Friday, October 8, 2021 (11:00 AM)**

Attendee Name	Attendee Type* (Check one)	Department/Organization	City You Reside In	Phone Number
First: <u>Elicia</u> Last: <u>Pintabona</u>	<input checked="" type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	<u>Cornerstone</u>	<input type="checkbox"/> Key West Other <u>Little Torch</u>	<u>(732) 232-7096</u>
First: <u>Jay</u> Last: <u>Vanderhoof</u>	<input checked="" type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	<u>Cornerstone</u>	<input checked="" type="checkbox"/> Key West Other _____	<u>609-374-2075</u>
First: <u>Tim</u> Last: <u>COX</u>	<input checked="" type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	<u>MC HOMELESS COC / WESLEY HOUSE</u>	<input checked="" type="checkbox"/> Key West Other _____	<u>305 923 3675</u>
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: _____ Last: _____	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	

**\*Attendee Type: City Official, City staff, Local Organization, Private Citizen**



**City of Key West – Community Development Block Grant – CARES Act (CDBG-CV)**  
**Public Hearing**  
**Friday, October 8, 2021 (11:00 AM)**

Attendee Name	Attendee Type* (Check one)	Department/Organization	City You Reside In	Phone Number
First: SAMUEL Last: KAUFMAN	<input type="checkbox"/> Local Org <input checked="" type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	City Commissioner	<input checked="" type="checkbox"/> Key West Other _____	305-292-3926
First: MICHAEL Last: VICKERY	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input checked="" type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input checked="" type="checkbox"/> Key West Other _____	717-648-4832
First: Peter Last: Bennett	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input checked="" type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input checked="" type="checkbox"/> Key West Other _____	410-991-6809
First: JANIS M Last: ADAMS	<input checked="" type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	LOWER KEYS MEDICAL CENTER	<input checked="" type="checkbox"/> Key West Other _____	305-432-1887
First: Diana Last: Flennard	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff	MARC House	<input type="checkbox"/> Key West Other _____	305-304-5943
First: Last:	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: Last:	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: Last:	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: Last:	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: Last:	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	
First: Last:	<input type="checkbox"/> Local Org <input type="checkbox"/> City Official <input type="checkbox"/> Private Citizen <input type="checkbox"/> City Staff		<input type="checkbox"/> Key West Other _____	

**\*Attendee Type: City Official, City staff, Local Organization, Private Citizen**



meeting\_saved\_chat.txt

11:02:38 From Bob Gold : Will the recording of this meeting be made public?

11:04:49 From Dorian Patton : Yes if request is made to csheldon@cityofkeywest-fl.gov

11:08:22 From Elizabeth Baker- Rural Health Network : Elizabeth Baker - Local Organization - Rural Health Network of Monroe County - Key West - 305-517-6613

11:08:31 From Bob Gold : Robert Gold, Chair, Southernmost Homeless Assistance League 847-724-8376

11:08:49 From Myra Wittenberg (Samuel's House) : Myra Wittenberg, Samuel's House / Grant Writer, 296-0240 / 305-797-5482

11:08:53 From Sean Brandenburg : Sean Brandenburg

11:08:57 From Bob Gold : (resident of Key West)

11:09:01 From Mark Lenkner, Monroe Homeless CoC : Mark Lenkner - local organization - Monroe County Homeless Services CoC - Key West - 313-283-8848

11:09:12 From Sheryl Graham : Sheryl Graham, Monroe County Board of County Commissioners/Monroe County Social Services, Key West, FL 305-292-4510

11:09:16 From Sean Brandenburg : Sean Brandenburg - Chief of Police 305-809-1000

11:09:27 From Roger McVeigh : Roger McVeigh, Community Resident/Activist and former SHAL Board Member, Key West, 305-394-7555

11:09:30 From Steve Black : Steve Black

11:09:33 From Carolina Canton : Carolina Canton Organization: Monroe County School District. Federal Programs Program Assistant. Phone 305-293-1400 x 53394

11:09:45 From Fany : Fany Flores, Thriving Mind South Florida- Miami Florida 786-456-6468

11:09:47 From Matt Massoud MC Emerg. Mgmt./ Homeless COC : Matt Massoud, County Gov't/NGO, Monroe County Emergency Management/ MC Homeless Services Continuum of Care. 305-289-6043, Sugarloaf Key resident.

11:09:55 From Mary Lou Hoover : Mary Lou Hoover

11:10:02 From Kevin Wilson : Kevin G. Wilson, P.E.; Assistant County Administrator, Monroe County; I live in Key Largo (unincorporated Monroe County). I'm responsible for all Public Works, Engineering, Roads, Solid Waste; Animal Control, and Facilities, Parks Maintenance in the County.

11:10:08 From Mary Lou Hoover : City Commissioner 305-849-2457

11:10:22 From Steve Black : Steve BlackSHAL board member phone 7039662703

11:11:57 From Mitchell J. Cook : Mitchell J. Cook, Board Member of Cornerstone, Summerland Key

11:25:33 From Leah Stockton UWCK : Will the plans include space for co-location of other organizations to provide additional services? Or space that could be used for education and providing specific services on occasion?

11:36:58 From Mary Lou Hoover : I want to thank everyone who is participating in this meeting and who support this project. In particular, I would like to thank Commissioner Kaufman's guiding light to get us to this point.

11:37:31 From Elizabeth Baker- Rural Health Network : Rural Health Network is in full support of this project especially with the continuity of care being in one facility. Our Medical-Dental clinic services are now mobile with our new Mobile Coach and we have scheduled to be on-site at the shelter to provide medical services on the Coach on October 19th and 21st. This project will allow our efforts to assist with any needs be more proactive for the client's needs. Thank you for having us at the meeting.

Elizabeth Baker- Rural Health Network of Monroe County

11:46:49 From aaverett : Alan Averette -Key West Fire Chief -5 Bamboo Terrace Key West Florida 33040

11:47:35 From Elizabeth Baker- Rural Health Network : Thank you everyone

## Detailed Project Budget

Activity	CDBG	LOCAL	IN-KIND	TOTAL
Administration (1)	\$ 50,000.00			\$ 50,000.00
Engineering (2)		\$ 303,340.00		\$ 303,340.00
Additional Engineering (3)		\$ 130,000.00		\$ 130,000.00
Construction (4)	\$ 4,000,000.00	\$ 2,200,000.00		\$ 6,200,000.00
Acquisition (5)				\$ -
Public Services (6)	\$ 250,000.00	\$ 366,660.00		\$ 616,660.00
Public Assistance (7)				\$ -
Business Assistance (8)				\$ -
Planning (9)				\$ -
Total	\$ 4,300,000.00	\$ 3,000,000.00	\$ -	\$ 7,300,000.00

(1) Administration: 8% of total award not to exceed \$50,000. May include professional services and/or salaries and benefits for positions delivering grant administration services; general expenses including supplies, postage, advertising, costs related to environmental record review; etc.

(2) Engineering: May include professional services for construction planning and design, construction engineering, and inspections.

(3) Additional engineering services subject to review and approval by DEO.

(4) Construction: Includes the cost of construction services for allowable construction activities.

(5) Acquisition: Cost of acquisition of real property in support of a CDBG-CV funded activity.

(6) Public Services: May include cost of nursing assistance, viral testing for infection, meals on wheels, community outreach services, etc.

(7) Public Assistance: May include cost of rental assistance, payroll assistance, etc.

(8) Business Assistance: Includes both microenterprise and assistance to businesses. May include the cost of technical assistance, direct financial assistance or physical improvements.

(9) Planning: Includes planning-only activities and may be limited by the total available CDBG-CV planning and administration funds per 24 CF 570.489. This category does not include planning that is associated with another activity. This planning-only activity must meet a National Objective per 24 CFR 570.483.

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**PROPOSAL FOR PROFESSIONAL SERVICES**

**FEE PROPOSAL**

**Architectural & Engineering Design Services  
Keys Overnight Temporary Shelter (KOTS)  
5537 College Road  
Stock Island, Florida**

**Prepared for  
City of Key West Engineering Services Department**

**October 23, 2020**

**William P Horn Architect, PA**

**915 Eaton Street  
Key West, Florida 33040  
305-296-8302**

## **BACKGROUND AND OBJECTIVES**

This task order is for developing the design of the new 9,600 sf KOTS building and site, obtaining major development approvals, preparing construction documents and specifications, bidding and construction administration.

This task order includes the following components:

- Finalize concept plan and overall project that was provided to us from the City (subject to review/approval by city).
- Prepare a Major Development Plan package and submit to the City for approval, including DRC, Planning Board, Tree Commission and City Commission (subject to review by State Department of Economic Opportunity (DEO)).
- Complete design development and prepare construction documents and specifications.
- Bid phase services.
- Construction Administration phase services.

## **SCOPE OF WORK**

### **TASK 1 –CONCEPT PLAN DEVELOPMENT/ MAJOR DEVELOPMENT APPROVAL.**

- 1.1 Finalize Concept Plan.
  - A. Obtain input from all sub- consultants, building official, fire department, FEMA coordinator, City Planner, City Engineer and Utility Companies.
  - B. Conduct FGBC meeting to finalize the checklist and final certification point amounts desired and or required.
  - C. Finalize Concept Plan, including Site Plan, Floor Plans, Elevations and Conceptual Sections.
  - D. Construction cost estimates.
  - E. Review with City Staff for approval.
- 1.2 Prepare Major Development Plan Application and obtain approvals.
  - A. Prepare application submittal package, including applications, required design drawings, agency coordination letters and any other requirements necessary to submit the package for review.
  - B. Review submission package with the City Staff for approval.
  - C. Attend DRC, Tree Commission, Planning Board and City Commission meetings as required.
  - D. Revise and or add any additional information or requirements required in order to obtain all approvals.

### **TASK 2 – DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS AND SPECIFICATIONS.**

- 2.1 Design Development
  - A. Develop the design in order to finalize selection of all architectural, structural, electrical, mechanical, plumbing, civil and landscape systems.
  - B. Update the FGBC checklist.
  - C. Update the construction cost estimate.
  - D. Review with the City Staff for approval.
- 2.2 Construction Documents and Specifications.
  - A. Develop and finalize the construction documents and specifications as required to be able to bid to contractors and submit to the building department and any other agencies and utility companies for approval and permits.
  - B. Update the FGBC checklist if required.
  - C. Update the construction cost estimate if required.
  - D. Review with the City Staff for approval.
  - E. Assist City in the building permitting of the project.

### **TASK 3 –BID PHASE SERVICES.**

- 3.1 We shall assist the City Staff during the Bidding Phase, attend pre-bid meeting and answer questions from bidders.
- 3.2 We shall prepare and issue addendums as required to interpret, clarify or expand the bidding documents.
- 3.3 We shall review the bids and coordinate with the City Staff.

### **TASK 4 – CONSTRUCTION ADMINISTRATION PHASE SERVICES.**

- 4.1 Shop Drawing Review – We shall review all shop drawings supplied by Contractor for conformance with the architectural/engineering design concept of the project and information given in the contract documents. Review of any shop drawing is limited to general design concepts and general compliance with the information in the construction plans and specifications.
- 4.2 Limited Construction Observation – We shall provide limited construction observation services as shown below:
  - We shall provide project representation by staff to determine, in general, if it is proceeding in accordance with the contract documents and permit conditions.
  - We will as a minimum attend the pre-construction meeting, review shop drawings, review draw requests, answer questions through the construction period and provide clarification drawings if needed, go to onsite construction meetings every other week (on average) and go to any other special or additional meetings as required (it is assumed that the City will have someone going to the site on a more regular basis than the architect to inspect the project) and help create the final punch list.



## ASSUMPTIONS

1. The City will provide the architect all existing conditions documents and new survey of the property. The survey will show as a minimum all property lines, mean high water lines, existing structures, existing trees with species/caliper size, adjacent landscaping/trees within 25 feet of property lines, utilities and site elevations.
2. Measuring and documenting the existing KOTS building layout is not in the scope of our work. If the City needs floor plans of the existing structures this work can be completed as additional services.
3. The City will pay for all application, impact and permit fees.
4. The City will provide their standard front end of the Project Manual and we will provide the technical specifications as required for the project on our drawings (not in book format).
5. If the FEMA flood maps change prior to us finalizing the project documents any revisions necessary because of the changes to the maps will be additional services. Note: There is going to be changes to the FEMA flood maps but it is unknown at this point when they will change or what the changes will be.
6. Soil boring analysis report for the building foundation design is not in the scope of work but can be completed as an additional service. The City will also provide any other existing site testing as may be required. The City will provide existing building asbestos and lead survey and reports if required.
7. It is assumed that sewer, water and electric utilities are available at the site. Our scope of work does not include any type of offsite utility design. This work can be completed as additional services if required.
8. It is assumed that a traffic study will not be required because it is an existing use so it is not in the scope of work. If required it will be an additional expense.
9. The fire sprinkler and fire alarm system design will be in the form of a signed and sealed shop drawing provided by the contractors Florida registered engineer and will be reviewed by our MEP engineer and approved by the Fire Department.
10. The scope of work does not include the project having a full commercial kitchen at this time so a kitchen consultant (who would select all the kitchen equipment) is not in our fee proposal. It is also assumed that there will not be a commercial kitchen exhaust hood system at this time so this work is not included in our scope of work. Adding a kitchen

consultant and designing the hood system can be completed as additional services if needed.

11. It is assumed that this building will be a pre-fabricated metal building on a raised concrete floor and not be a "Hurricane Shelter" and/or an "Essential Facility" requiring extra protection. A generator for emergency power is not in the scope of our work.

## **COMPENSATION**

The fees per discipline are as follows:

Architectural= \$114,500.00  
Structural Engineering= \$44,650.00  
MEP Engineering= \$50,000.00  
Civil Engineering= \$32,500.00  
Landscape Architectural & Irrigation Design= \$21,250.00  
Planning= \$16,000.00  
FGBC Certification= \$20,000.00  
Total= \$298,900.00

### **COMPENSATION (FEE) PER TASK:**

Task 1 – Concept Plan Design/ Major Development Approval (lump sum compensation)

#### **1.1 Finalize Concept Design/ Code Review**

Architectural: \$19,500.00  
Structural Engineering: \$3,600.00  
MEP Engineering: \$7,800.00  
Civil Engineering= \$5,000.00  
Landscape Architectural & Irrigation Design= \$9,000.00  
Planner: \$8,000.00  
Sub-total: \$52,900.00

#### **1.2 Prepare Conditional Use and Major Development Plan Application**

Architectural: \$16,500.00  
Structural Engineering: \$0.00  
MEP Engineering: \$5,200.00  
Civil Engineering= \$5,100.00  
Landscape Architectural & Irrigation Design= \$9,000.00  
Planner: \$8,000.00  
Sub-total: \$43,800.00

Task 2 – Design Development & Construction Documents and Specifications (lump sum compensation)

#### **2.1 Design Development**

Architectural: \$25,500.00

Structural Engineering: \$9,350.00  
MEP Engineering: \$8,400.00  
Civil Engineering= \$7,700.00  
Landscape Architectural & Irrigation Design= \$1,750.00  
Sub-total: \$52,700.00

## 2.2 Construction Documents and Specifications

Architectural: \$37,500.00  
Structural Engineering: \$22,350.00  
MEP Engineering: \$20,700.00  
Civil Engineering= \$10,000.00  
Landscape Architectural & Irrigation Design= \$0.00  
Sub-total: \$90,550.00

Task 3 – Bid Phase Service (time and expense compensation billed at our standard hourly rates listed in the Annual Contract). The fees shown are not to exceed amounts.

Architectural: \$3,000.00  
Structural Engineering: \$2,750.00  
MEP Engineering: \$1,600.00  
Civil Engineering= \$1,200.00  
Landscape Architectural & Irrigation Design= \$500.00  
Sub-total: \$9,050.00

Task 4 – Construction Administration Phase Services (time and expense compensation billed at our standard hourly rates listed in the Annual Contract). The fees shown are not to exceed amounts.

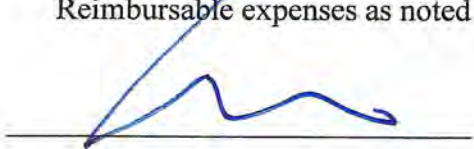
Architectural: \$12,500.00  
Structural Engineering: \$6,600.00  
MEP Engineering: \$6,300.00  
Civil Engineering= \$3,500.00  
Landscape Architectural & Irrigation Design= \$1,000.00  
Sub-total: \$29,900.00

### Additional Expenses:

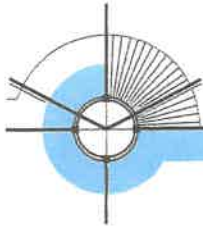
1. FGBC Certification: \$20,000.00

### Reimbursable expense:

Reimbursable expenses as noted in the annual contract.

  
\_\_\_\_\_  
William P Horn  
Principal Architect  
\_\_\_\_\_  
Date





**KOTS- COST ESTIMATE- May 4, 2021**

**Previously completed government projects within last 5 years:**

**Crawl Key Fire Training Academy:**

**\$1,860,768 / 5,000 sf = \$372 per sf- no site work**

**Mosquito Control Garage/Storage Building:**

**\$1,399,319 / 3,500 sf = \$400 per sf- no site work included in cost**

**Dock Master/Transient Restroom Building:**

**\$1,846,006 / 3,654 sf = \$500 per sf- some site work included in cost/ sf**

**Old Gym Renovation (New PAL location):**

**\$1,899,008 / 6,884 sf = \$276 per sf- no site work**

**Big Coppitt Storage Building: Prefab Metal Building**

**\$2,500,000 / 7,800 sf = \$320 per sf**

**Bernstein Park: 7,611 sf enclosed, 4,580 sf covered**

**We will count the covered space as 1/3 the cost of enclosed so 1,526 sf plus 7,611 encl. = 9,137sf**

**\$4,250,000 / 9,137sf = \$465 per sf- no site work included**

**FCAA New Office Building: 25,492 sf enclosed, 13,218sf covered (calculate at 1/3= 3,304sf)**

**\$13,877,967 / 28,796 sf = \$482 per sf- no site work included**

New KOTS Building: Concrete block walls, flat roof w/ metal trusses and deck

Enclosed space: 10,000- 12,000 sf

Covered space: 10,000- 12,000 sf- will count as ¼ the cost of enclosed space.

Site work is minimal so for now it will be included in the building cost.

Enclosed space: 10,000 sf x \$400/sf = \$4,000,000

10,000 sf x \$450/sf = \$4,500,000

Covered space: 10,000 sf x \$50/sf = \$500,000

10,000sf x \$100/sf = \$1,000,000

If it was a prefab metal building:

Savings would only be for the walls and roof, not for the foundation, first raised floor, interior walls, finishes, a/c, plumbing, electric and windows/doors. The building shell is about half the cost of the building, the interior, a/c, plumbing and electric would be the other half of the cost. The walls and roof would only be half the cost of the shell. So the walls and roof would be ¼ the cost of the building. Going from a masonry building to a metal building would save you about half of that or 1/8 the cost of the building.

\$4,500,000 minus 1/8 cost (\$562,500)= \$3,937,500. *\$ 500,000 under*

\$5,500,000 minus 1/8 cost (\$687,500)= \$4,812,500.