RESOLUTION NO. 25-247

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA APPROVING THE RECOMMENDATION OF THE ADVISORY SCREENING COMMITTEE TO SELECT A CITY ATTORNEY SET FORTH IN ITS RESOLUTION #25-02, SELECTING MAYANNE DOWNS TO SERVE AS CITY ATTORNEY FOR THE CITY OF KEY WEST, FLORIDA ON A MONTH TO MONTH BASIS FOR A PERIOD TWELVE (12) TO EIGHTEEN (18) MONTHS; AUTHORIZING THE INTERIM CITY ATTORNEY TO NEGOTIATE AN EMPLOYMENT AGREEMENT FOR APPROVAL BY THE CITY COMMISSION; AUTHORIZING THE CITY MANAGER TO EXECUTE BUDGET TRANSFERS/ADJUSTMENTS OR MODIFICATIONS NECESSARY FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Advisory Screening Committee to Select a City Attorney (hereinafter "the Committee") was created by the City Commission to aid the Commission in its efforts to fill the position of City Attorney; and

WHEREAS, in that the Committee had been unable to identify a candidate(s) for recommendation, at its last meeting the Commission directed the Committee to screen outside counsel as prospective candidates to fill the position of City Attorney

WHEREAS, following the Committee's requests for informal proposals, the Committee, via its Resolution #25-02, selected Mayanne Downs of DownsAaron Law Firm to fill the position of City Attorney for the City of Key West, Florida on a month to month basis; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA AS FOLLOWS:

Section 1: That the City Commission hereby approves the

recommendation of the Advisory Screening Committee to Select a City Attorney for the City of Key West, Florida set forth in its Resolution #25-02 selecting Mayanne Downs to serve as City Attorney for the City of Key West, Florida on a month to month basis, for a period of twelve (12) to eighteen (18) months.

Section 2: That the Interim City Attorney is hereby authorized to negotiate an Agreement with Mayanne Downs to serve as City Attorney for the City of Key West, Florida, for approval by the City Commission, to commence upon execution of the contract.

Section 3: That the City Manager is hereby authorized to execute any budget transfers/adjustments necessary for implementation of the Agreement, with the consent of the City Attorney.

Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

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Passed and adopted by the City Commission at a meeting held this 3rd day of September, 2025.

Authenticated by the Presiding Officer and Clerk of the Commission on the 3rd day of September, 2025.

Filed with the Clerk on September 3, 2025.

Mayor Danise Henriquez	Yes
Vice Mayor Donald "Donnie" Lee	Yes
Commissioner Lissette Carey	Yes
Commissioner Aaron Castillo	Yes
Commissioner Monica Haskell	Yes
Commissioner Mary Lou Hoover	Absent
Commissioner Sam Kaufman	No

DANISE HENRIQUEZ

ATTEST:

KERI O'BRIEN, CITY CLERK

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RESOLUTION NO. CA 25-02

A RESOLUTION OF THE ADVISORY SCREENING COMMITTEE TO SELECT A CITY ATTORNEY FOR THE CITY OF KEY WEST, FLORIDA RECOMMENDING THE CITY COMMISSION SELECT MAYANNE DOWNS **TO SERVE AS CITY ATTORNEY FOR THE CITY OF KEY WEST, FLORIDA ON A MONTH TO MONTH BASIS FOR A PERIOD OF TWELVE (12) TO EIGHTEEN (18) MONTHS; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Advisory Screening Committee to Select a City Attorney (hereinafter "the Committee") was created by the City Commission to aid the Commission in its efforts to fill the position of City Attorney; and

WHEREAS, in that the Committee had been unable to identify a candidate(s) for recommendation, at its last meeting the Commission directed the Committee to screen prospective outside firms as candidates to fill the position of City Attorney for a period of twelve (12) to eighteen (18) months; and

WHEREAS, after screening the proposals for the position of City Attorney, after careful consideration the Committee has selected a candidate they feel can best fill the position of City Attorney for the City of Key West, Florida;

NOW THEREFORE, BE IT RESOLVED BY THE ADVISORY SCREENING COMMITTEE FOR A CITY ATTORNEY FOR THE CITY OF KEY WEST, FLORIDA AS FOLLOWS:

Section 1. That the Committee hereby recommends the City Commission select Mayanne Downs of DownsAaron Law Firm as outside counsel, to fill the position of City Attorney for the City of Key West, Florida for a twelve (12) to eighteen (18) month period.

Section 2: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Committee.

Passed and adopted by the Committee at a meeting held this 25th day of August, 2025.

Authenticated by the Presiding Officer and Clerk of the Committee on the 25th day of August, 2025.

Filed with the Clerk on August 25, 2025.

SHAWN D. SMITH, CHAIR
ADVISORY SCREENING COMMITTEE
FOR A CITY ATTORNEY
CITY OF KEY WEST, FLORIDA

ATTEST:

KERI O'BRIEN, CITY CLERK