MEMORANDUM

Date: July 1, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Todd Stoughton
City of Key West

Subject: **Temporary Relocation of Fire Station 3 – Key West Housing Authority**

Introduction

The City Commission approved Resolution No. 25-285, authorizing the City Manager to begin negotiations for the design, construction, and financing of the replacement Fire Station 3. Construction of the new facility will require the temporary relocation of Fire Station 3 personnel, apparatus, equipment, and related operational resources during the construction period.

Background

City staff was tasked with identifying a temporary location capable of accommodating Fire Station 3 personnel, apparatus, equipment, and related operational needs during construction of the replacement Fire Station 3 at its current location. Staff worked with the Key West Fire Department to evaluate potential temporary relocation sites and determine which location could best support continuity of emergency response operations during the construction period.

After evaluating several potential sites, the KWPD Special Operations Building located on Dunlap Drive within the Poinciana Housing Complex area was determined to be the most suitable location for the temporary relocation of Fire Station 3 operations, apparatus, and equipment. In addition, following discussions with the Key West Housing Authority, staff determined that KWHA could provide housing accommodations for on-duty KWFD personnel during the construction period.

Financial Impact

Staff evaluated multiple options, including long-term leasing and the purchase of temporary onsite mobile housing units capable of meeting KWFD operational needs and Category 5 hurricane-rating requirements. Based on the projected costs and operational considerations, the proposed arrangement with the Key West Housing Authority, as provided in the attached agreement, was determined to be a more fiscally responsible and suitable alternative for the City.

Recommendation

The City Manager's Office recommends that the Mayor and City Commission approve the attached Resolution authorizing the City Manager to enter into an Interlocal Agreement with the Key West Housing Authority to support the temporary relocation of Fire Station 3 personnel, apparatus, equipment, and related operational resources during construction of the replacement facility.