



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

February 20, 2018

Monroe County Tourist Development Council  
District I Advisory Committee  
1201 White Street, Suite 102  
Key West, FL 33040

RE: Truman Waterfront Park Amphitheater and Public Parking Project  
Contract ID# 1212; \$2,000,000 in capital funding  
**Request for 3-month time extension to grant award agreement**

Dear District I Advisory Committee:

The City of Key West respectfully requests a 3-month time extension to the Grant Agreement Period of the Truman Waterfront Park Amphitheater and Public Parking Project. Amendment 2 to the Agreement between the County and the City dated April 12, 2017 extended the expiration of the agreement to March 31, 2018.

The scheduled completion date for the Amphitheater project is March 15, 2018. However, the City is requesting an additional 3-month extension to June 30, 2018 to facilitate inclusion of several project enhancement items to improve amphitheater use based on experience of events to date. The City has been trying to complete the project without asking for additional time even after construction delays resulting from Hurricane Irma and accommodating tourist related activities like the Mile 0 Fest, power boat races and the headdress ball. We are close but more time is requested to complete enhancements and prepare TDC required close-out documentation.

We truly appreciate your continued support and patience. Thank you for considering our request for additional time. If you have any questions, please contact me at (305) 809-3741 or via email [csheldon@cityofkeywest-fl.gov](mailto:csheldon@cityofkeywest-fl.gov).

Sincerely,

A handwritten signature in blue ink that reads "Carolyn D. Sheldon".

Carolyn D. Sheldon  
Senior Grants Administrator