

CITY OF   
**KEY WEST** ANNUAL REPORT  
FLORIDA 2022

*Key West's Hometown  
Bank Since 1955*

**FIRST**   
**STATE**  
**BANK**

*KeysBank.com*  
*305-296-8535*

Member FDIC

FROM THE CITY MANAGER	4
KEY WEST BY THE NUMBERS	8
OUR LIFE ON THE EDGE	9
KEY WEST GOVERNMENT	10
CITY ORGANIZATIONAL CHART	11
CITY COMMISSIONERS	12
COMMISSIONERS AT WORK	13
KEY WEST COAST GUARD CITY	14
BOARDS AND COMMITTEES	16
FINANCE DEPARTMENT	18



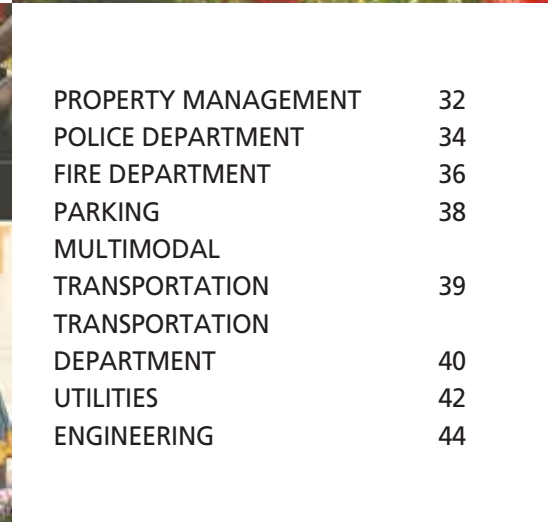
FY22 CITY OF KEY WEST	19
CITY CLERK OFFICE	20
CITY ATTORNEY'S OFFICE	21
HUMAN RESOURCES	22
BUILDING DEPARTMENT	24
CODE COMPLIANCE	26
LICENSING DIVISION	27
COMMUNITY SERVICES	28
PARKS & RECREATION	29
PLANNING	30



# TABLE OF CONTENTS

PROPERTY MANAGEMENT	32
POLICE DEPARTMENT	34
FIRE DEPARTMENT	36
PARKING	38
MULTIMODAL TRANSPORTATION	39
TRANSPORTATION DEPARTMENT	40
UTILITIES	42
ENGINEERING	44

KEY WEST FORWARD	46
PORT & MARINE SERVICES	48
INFORMATION TECHNOLOGY	49
KEEP KEY WEST BEAUTIFUL	50
THEN & NOW KEY WEST	52
CITY WORKERS IN OUR COMMUNITY	54
CITY WORKERS WORK FOR ALL OF US	56



*Published by the  
Weekly Newspapers  
February 2023*



# FROM THE DESK OF CITY MANAGER

PATTI MCLAUHLIN

Fiscal Year 2022 began on Oct 1, 2021, as the City of Key West cautiously moved into a post-Covid world. Life was still far from normal. Goombay and Fantasy Fest looked very different with no street festivals or parades as a Covid variant began threatening – but things were getting better. Effective immunizations were readily available, and visitors were flocking to Key West.

After more than a year of disruption, the City of Key West had much to do, and we got busy.

## BAHAMA VILLAGE 3.2 HOUSING

The City Commission selected a developer for the Bahama Village 3.2 Affordable Workforce Housing Project in November 2021. In January 2022, the citizens approved a referendum for the 99-year lease of the property from the U.S. Navy.

The lease approval was required for the developers to qualify to receive millions of dollars in State and Federal tax credits to build affordable housing under the Florida Housing Finance Corporation program. The project, entitled The Lofts at Bahama Village, offers both lease and home ownership options to qualified residents.

## KEYS OVERNIGHT TEMPORARY SHELTER

In October 2021, the City Commission authorized the application for a \$4.3 million state and federal grant for the reconstruction of the overnight temporary shelter to a permanent, storm resistant concrete and steel facility. The current facilities were dilapidated and beyond their useful life. In May, the project was approved as part of the Major Development Plan. This is a multifaceted project but moving forward at a steady pace.

## MALLORY SQUARE UPDATE

The Request for Qualifications for the revamping of Mallory Square was released in December 2021. Like several projects during FY 2021/2022, this project had suggestions and input from the community which was asked to reimagine Mallory Square. A contractor was selected in

March 2022 and design is well underway for the popular Sunset Celebration and community gathering site.

## RESOLUTION CONTROLS CRUISE SHIPS IMPACT

The City Commission approved a Resolution in March 2022 that the policy of the City of Key West is to direct the docking and disembarkation of passengers from any cruise ship away from all property controlled by the City of Key West. It is the intent of the City Commission that all cruise ships will dock at Pier B, and that when a cruise ship is docked at Pier B, no cruise ship will dock at a City of Key West controlled property.

## DIESEL PLANT

The old Keys Energy diesel plants project in Bahama Village is slowly moving forward. Two of the buildings must be demolished because they have costly structural issues, and they also obstruct the right of way for The Lofts at Bahama Village 3.2-acre housing project. We remain hopeful that a suitable, cost-effective project can be developed for the remaining structure.

## FREDERICK DOUGLASS COMMUNITY CENTER

The city routinely conducts workshops with residents when developing plans for various community-centric projects in the city. As a result of those workshops and discussions, we sometime change plans to accommodate input from the community. That was the case with the Frederick Douglass Community Center in Bahama Village. We listened to community input and decided to modify the design to better serve the neighborhood. A new design is in the final stages and should be approved in early 2023.

## HISTORIC CLINTON SQUARE

The square in front of Customs House on lower Front St. has been redesigned, and the project moving forward. Expect to see a lovely update of Clinton Square sometime in late 2023 or 2024.

### **BAYVIEW PARK**

We are making changes to Bayview Park design plans after meeting with the community. The park is home to variety of sports and events, and we want to ensure it is meeting the recreational needs for families and sports enthusiasts, alike.

### **MLK POOL REPAIRS**

Our community pool is showing its age. Built by the Navy in 1956, cracks are developing, and the city is conducting a repair/replace analysis on the main pool. The children's pool will be relined.

### **COAST GUARD CITY**

The City of Key West was honored to be named a Coast Guard City on the 232nd Birthday of the United States Coast Guard on Aug. 4, 2022, by none other than the Commandant of the Coast Guard Admiral Linda Fagan.

On a picture-perfect Key West summer day, complete with Coast Guard fast boats, cutters, and helicopter flyovers, Admiral Fagan presented the honor to Mayor Teri Johnston and me. I will never forget it, and I am extremely proud to have been part of the festivities.

Being named a Coast Guard City recognizes the efforts by Key West to acknowledge the professional work of the Coast Guard men and women assigned to our area. Coast Guard Cities regularly reach out to Coast Guard members and their families and make them feel at home in their "home away from home." The city's efforts illustrate the enduring relationship Key West has had for the members of the Coast Guard family since 1824.

### **UNION CONTRACTS**

It was a busy union negotiation year. The city successfully negotiated three union contracts with our unionized workforce, and as usual, work continued uninterrupted throughout.

### **PERSONNEL PROGRAMS**

The City of Key West Employee of the Quarter program was established in FY 2021/2022, and we are proud of the first four recipients. The program was initiated as part of Key West Forward, the city's strategic plan.



*City Manager Patti McLaughlin welcomes Captain Beth Regoli as the incoming commanding officer Naval Air Station Key West.*

I am personally proud that when polling our city employees, they reported that morale has risen to 3.2 on a 5-level scale, up from 2.6 last year. And we are in the midst of unprecedented staffing shortages citywide which means many staff members are picking up extra tasks to cover the vacancies. Thank you all.

We have initiated employee training courses in how to deal with difficult people, conflict resolution and understanding sexual harassment which are available to all city employees. Additional training courses will be available in the coming year.

### **DUVAL STREET PROJECT**

Reimagining Duval Street is moving forward following a hiccup with a previous contract. This is a complicated project with many interested parties involved. The design contract will be awarded in November 2022.

### **PRESERVATION OF AFFORDABLE HOUSING**

Affordable housing is the number one priority of the city's strategic plan. One of the goals under that priority is to preserve our large existing housing stock. The city contributed a total of \$150,000 from the City of Key West Affordable Housing Trust Fund to two affordable housing projects.

Habitat for Humanity received \$50,000 for their Home Repair Program that allows low-income residents to apply for assistance on small projects to maintain their homes.



City of Key West lights up city hall Standing in solidarity with Ukraine.

A.H. Monroe, Inc., and Florida Keys Outreach Coalition for the Homeless, Inc., received a \$100,000 contribution from the city's trust fund to support their project to build more than 100 units of transitional and affordable housing. The funding will provide housing for formerly homeless persons as they transition to the working community and can obtain their own housing.

The Affordable Housing Trust Fund receives funding from city parking fees and fines.

#### **BALLFIELDS GET TURF**

Four ballfields in the Clayton Sterling Ballfields Complex are being upgraded to artificial turf. This is a big, much needed – and appreciated – project for the city's teams.

#### **HURRICANE IAN**

We finished the fiscal year with Hurricane Ian which provided a graphic demonstration of what would occur with sea level rise on the ocean side of our island. Water blew into areas not flooded in years. The most devastating impact was the loss -- in a raging fire during the storm -- of 14 businesses and 14 condos above them at Flagler Ave. near Kennedy Dr. We do not have a final determination of the cause, but we certainly know the effect. Fortunately, no lives were lost.

#### **HAWKS AND HIGGS**

We continue conversations with Monroe County about swapping the former Hawks Missile Site and Higgs Beach property. We both understand the benefits and possible challenges. I'm hopeful we can come to a final decision in the coming year.

Fiscal Year 2023 promises to be equally busy. As I move toward retirement in July of 2023 after more than 40 years of working for this wonderful city, there are a few more things I'd like to get done before I hand over the 24/7 City Cellphone. I will be calling on a wide range of city staff, volunteers, and citizens for ideas, input, and assistance. I hope I can count on your help.

Thank you all for a productive and prosperous Fiscal Year 2022. Let's keep moving forward.

Patti McLaughlin  
Key West City Manager



# 1822

KEY WEST  
BECOMES AN OFFICIAL  
U.S. SETTLEMENT

# 7.243

TOTAL SQUARE MILES

# 4.2

SQUARE MILES:  
TOTAL LAND AREA

## BY THE NUMBERS

# 26,776

POPULATION  
(AS OF 2022)

# JAN. 8 1828

KEY WEST  
INCORPORATED  
AS A CITY

# 15

CITY  
DEPARTMENTS

# 6

VOTING  
DISTRICTS

# 42.1

MEDIAN AGE OF  
KEY WEST RESIDENTS

# 1912

FLAGLER'S  
OVERSEAS RAILWAY  
ARRIVED IN KEY WEST

CITY  
COMMISSIONERS,  
EACH ELECTED  
FROM WITHIN  
THEIR DISTRICTS

# 6

# 1

MAYOR,  
ELECTED CITYWIDE

# \$75,638

MEDIAN  
HOUSEHOLD INCOME

# KEY WEST:

## OUR LIFE ON THE EDGE

Our island geography comes with some challenges. But I have to admit, even after 24 years as a Key West local, those traits still make this place — and me — feel more exotic, more rugged, more island-ish.

We still walk across the tarmac at our little airport — for now. A new project will bring typical jetways that connect our planes to the building, but for now, we still get to enjoy that hot blast of humidity as we exit the plane and head for baggage claim — then home.

Our mail takes longer to arrive.

Our ice melts faster.

Our pools need chillers, not heaters.

Our tap water never gets truly cold.

Chickens strut the city and thrill visitors — until they start cock-a-doodle-doing under their bedroom window from 3 'til 6 a.m.

Iguanas rest in our trees and sun themselves in our streets. They spend more time on our golf course than a CEO.

No-see-ums ravage our ankles with feisty bites.

Geckos dart around our porches, eating their weight in bugs. (Thank you, geckos. Don't ever kill these little guys. We love our quick little mascots — and we have plenty of bugs.)

We wear our nonchalance to random power outages like a locals' badge of honor.

We immediately text friends to confirm their power is also out (and ensure it's not just our own unpaid bill). Then we check the outage map on the Keys Energy Services website and its Facebook page.

That done, we settle in and wait stoically — a few minutes, an hour tops — for our top-notch power crews to turn us on. We know they're working on it and we're in it together.

We accept the interruptions and disruptions with a surprising degree of patience and empathy, given today's intolerance of any inconvenience.

We live here. We get it. It happens.

Our lives are largely powered by one giant extension cord plugged into an outlet on the mainland.

Tree branches fall on the power lines. Birds occasionally touch two wires simultaneously. (It doesn't end well for the bird.) Sailboats blow into the main power tieline alongside U.S. 1. Drivers hit poles.

During these powerless episodes, retail transactions are interrupted. Drive-thru orders are disrupted. WiFi routers are rendered useless. We then overload the cellular networks, using our phones' mobile data to check Facebook for details and check in with friends.

But we tend to take it all in stride. And we harshly judge any Keys rookie who mouths off online about the temporary inconvenience.

We don't call Keys Energy to complain. We know our restaurant orders will take longer. We know we'll have to pay cash - or come back later. We know that intersections become four-way stops when the traffic lights go dark. And we know when it's our turn.

We're good with it, because we're exotic, rugged and decidedly local. And we wouldn't have it any other way.

— Mandy Miles, Keys Weekly

*(Reprinted with permission from the Dec. 15, 2022 issue of the Key West Weekly.)*

# ABOUT

## THE KEY WEST GOVERNMENT

The City of Key West is governed by the mayor-council system. The city council is known as the city commission. It consists of six members, each elected from individual districts. The mayor is elected in a citywide vote.

The city manager is responsible for the complete administrative management and delivery of city services and programs. The city manager, hired by the city commission, reports to the mayor and commissioners.

The city manager responds to the needs of the public by proactively seeking public feedback as the City's chief executive officer, and acts as a liaison between the various departments of the government, the citizens of Key West and the city commission. All department heads, including the police and fire chiefs, report directly to the city manager.

The City Manager's Department provides executive leadership in the management of all departments and enterprises of the City.

### CITY OF KEY WEST INFRASTRUCTURE RESPONSIBILITIES INCLUDE

- 2 Marinas
- 44 Parks and beaches
- 1 Community pool
- 65 Miles of city road
- 1 Assisted living facility
- 3 Fire Stations
- 1 Pedestrian bridge
- 3 Boat ramps

*As of 2022*



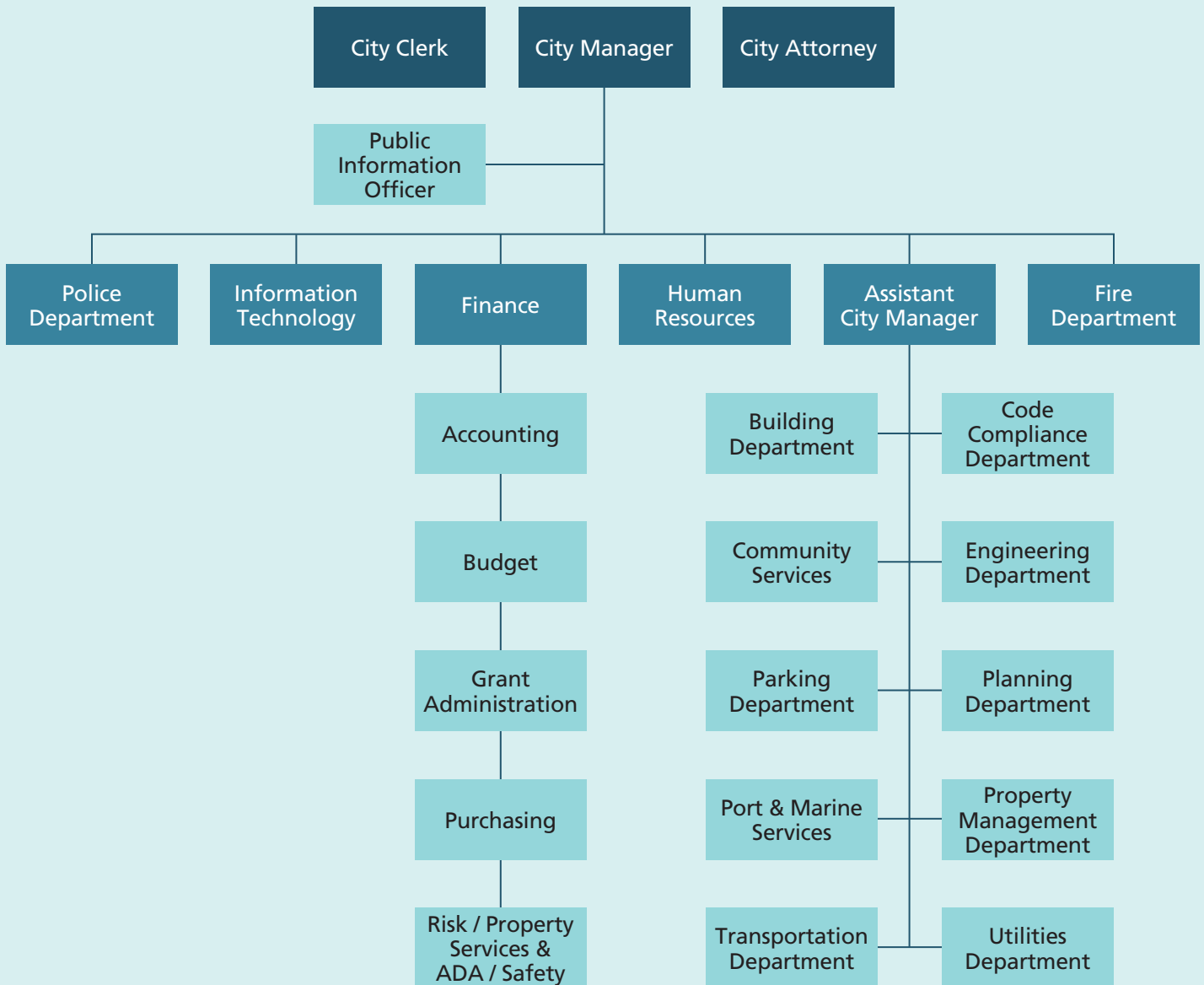
**Key West City Manager**  
**Patti McLaughlin**  
305-809-3944  
pmclauchlin@cityofkeywest-fl.gov



**Key West**  
**Assistant City Manager**  
**Todd Stoughton**  
305-809-3911  
tstoughton@cityofkeywest-fl.gov

# CITY

## ORGANIZATIONAL CHART



# CITY

## COMMISSIONERS



From left to right: Commissioner Hoover, Commissioner Davila, Commissioner Weekley, Mayor Johnston, Commissioner Lopez, Commissioner Wardlow and Commissioner Kaufman.

### **MARY LOU HOOVER**

City Commissioner - District V  
Phone: 305-849-2457  
mlhoover@cityofkeywest-fl.gov

### **GREGORY DAVILA**

City Commissioner - District IV  
Phone: 305-809-3844  
gdavila@cityofkeywest-fl.gov

### **JIMMY WEEKLEY**

City Commissioner - District I  
Phone: 305-809-3844  
Mobile: 305-797-1440  
jweekley@cityofkeywest-fl.gov

### **MAYOR TERI JOHNSTON**

Phone: 305-809-3844  
Mobile: 305-797-0955  
mayor@cityofkeywest-fl.gov

### **CLAYTON LOPEZ**

City Commissioner - District VI  
Assistant Phone: 305-809-3844  
Mobile: 305-797-3584  
clopez@cityofkeywest-fl.gov

### **BILLY WARDLOW**

City Commissioner - District III  
Phone: 305-809-3841  
Assistant Phone: 305-809-3844  
Mobile Phone: 305-296-2723  
bwardlow@cityofkeywest-fl.gov

### **SAMUEL KAUFMAN**

City Commission - District II  
Phone: 305-809-3844  
skaufman@cityofkeywest-fl.gov



# COMMISSIONERS

AT WORK



# KEY WEST

BECOMES COAST GUARD CITY



From left: Adm. Brendan McPherson, commander of U.S. Coast Guard Seventh District; Mayor Teri Johnston; Adm. Linda L. Fagan, commandant of the U.S. Coast Guard; City Manager Patti McLaughlin and Capt. Jason D. Ingram, commander of Coast Guard Sector Key West.

On Aug. 4, 2022, the Southernmost City became the nation's 30th Coast Guard City, a distinction that recognizes a city's efforts to acknowledge the work of the Coast Guard in their community.

"You know it's a big deal when the head of the entire Coast Guard is here," Mayor Teri Johnston said, introducing Admiral Linda Fagan, commandant of the U.S. Coast Guard.

"When I received word of this, I said, 'What?...Our relationship goes back to 1825 and we're just doing this now?' I couldn't believe it, but I'm thrilled to be here for it," Fagan told the crowd.



Adm. Linda Fagan and Mayor Teri Johnston.



### Proclamation of the United States Coast Guard



**W**HEREAS, the people of Key West, Florida, share a special and unique history with the United States Coast Guard that began with the Revenue Cutter Service that predates the City's 1828 incorporation and continued to evolve with the first lighthouse operations in 1825; and

**W**HEREAS, the Coast Guard presence in the City has grown, with the cultivation of a mutually supportive and beneficial relationship between local Coast Guard units and the people of Key West; and

**W**HEREAS, the friendliness and hospitality of Key West are reflected in the multitude of special events throughout the year and services including access to residential parking permits, discounted parking throughout the City, and extension of the locals discount from businesses and restaurants for Coast Guard members and their families to honor their contributions to the nation; and

**W**HEREAS, the Navy League Key West Council led support of commissioning ceremonies for all six of Sector Key West's Fast Response Cutters: USCGC CHARLES DAVID JR.; USCGC CHARLES SEXTON; USCGC KATHLEEN MOORE; USCGC RAYMOND EVANS; USCGC WILLIAM TRUMP; and USCGC ISAAC MAYO, and the commissioning of a Pre-Deployment Fast Response Cutter prior to transiting to Bahrain, USCGC ROBERT GOLDMAN; and

**W**HEREAS, the Military Affairs Committee hosts monthly awards breakfasts that recognize enlisted members in front of their commands and community members; and the Military Affairs Committee and the Navy League Council hosted on-base port talks at no cost for USCGC RESOLUTE and USCGC DAUNTLESS during the COVID-19 pandemic, providing a safe venue for the crews to enjoy live music, catered BBQ, and key lime pie; and the Military Affairs Committee and the Navy League Council hosted a farewell send-off at a local restaurant for the crews and families of USCGC ROBERT GOLDMAN and USCGC CHARLES MOULTHROPE before their departure to Patrol Forces Southwest Asia; and

**W**HEREAS, the Key West Chamber of Commerce promotes military discounts ranging from 10% to 25% throughout the community, promotes the hiring of Service members and dependents, and honors the Coast Guard military volunteer of the year at a special banquet; and

**W**HEREAS, the Navy League Key West Council hosts an annual Military Member of the Year banquet where all Enlisted Persons of the Year across Sector Key West, six Cutters, three stations, and the Aids to Navigation Team, are recognized in front of their families, commands, and community leaders; and

**N**OW, THEREFORE, I, LINDA L. FAGAN, Commandant of the United States Coast Guard, in accordance with Public Law 105-363 enacted by the United States Congress and signed by the President on November 13, 1996, do hereby take great pleasure in proclaiming that Key West, Florida, is to be designated as a "Coast Guard City."

**I**N WITNESS WHEREOF, I have hereunto set my hand this fourth day of August, in the year of our Lord two thousand twenty-two.

*Linda L. Fagan*  
 Admiral, U.S. Coast Guard  
 Commandant



# BOARDS

## AND COMMITTEES

### ART IN PUBLIC PLACES BOARD

Art in Public Places Key West is a Member of the Florida Association of Public Art Professionals and the Americans for the Arts Public Art Network. Since its founding, the Key West Art in Public Places Board has supervised the creation of numerous works of art around the City.

### BAHAMA VILLAGE REDEVELOPMENT ADVISORY COMMITTEE

The mission and duties of the committee are advisory to the Community Redevelopment Agency and are limited to property within the boundaries of the designated Bahama Village community redevelopment area.

### BOARD OF ADJUSTMENT

The City Commission serves as the Board of Adjustment. Many of the Board of Adjustment's responsibilities were shifted to the Planning Board in 2008. However, the Board still meets to address specific application requests to building height variances.

### BOARD OF TRUSTEES EMPLOYEES' RETIREMENT PLAN

The Board shall have the authority to make such uniform rules and regulations and to take such action as may be necessary to carry out the provisions of the plan and all decisions of the Board of Trustees, made in good faith, shall be final, binding and conclusive on all parties.

### BOARD OF TRUSTEES POLICE OFFICERS & FIREFIGHTERS

The Board has the sole and exclusive administration of the responsibility for the proper effective operation of the City Police Officer's and Firefighter's Retirement plan and for carrying out the provisions vested in a five-member Board of Trustees.

### CAROLINE STREET CORRIDOR AND BAHAMA VILLAGE COMMUNITY REDEVELOPMENT AGENCY

Established by city resolution in 1992, these two formerly blighted areas fell within the authority of the 1969 Florida Community Redevelopment Act which granted communities the authority to determine, as defined by statute, an area in need of special attention and appropriate for redevelopment. The area became eligible for special state and federal funding, and the city had final authority over plans and modifications of the area.

There are two non-contiguous redevelopment areas in the City of Key West: the Caroline Street Corridor Redevelopment Area and the Bahama Village Redevelopment Area. These two non-contiguous redevelopment areas are collectively managed by the Caroline Street Corridor and Bahama Village Community Redevelopment Agency and encompass a total of approximately 127 acres. The Key West City Commission comprises the Community Redevelopment Agency.

The Bahama Village Redevelopment Advisory Committee is an advisory committee to the CRA for the Bahama Village Redevelopment Subarea.

### CITIZEN REVIEW BOARD

The Citizen Review Board is an independent board with authority to review and/or investigate complaints involving Key West police officers and forward findings and/or recommendations to City management, Chief of Police, State Attorney, other state and federal law enforcement agencies and/or grand juries.

### CIVIL SERVICE BOARD

The Civil Service Board serves as an appeal and resolution authority for the resolution of disciplinary grievances brought by city employees and conducts testing for competitive promotion positions for the Police and Fire Departments.

### **CODE COMPLIANCE SPECIAL MAGISTRATE**

It is the intent of the Special Magistrate to promote, protect, and improve the health, safety and welfare of the Citizens of the City by creating the Special Magistrate with authority to impose administrative fines and other noncriminal penalties, and inexpensive method of enforcing any codes and Ordinances in force in the City where a pending or repeated violation continues to exist.

### **CONTRACTORS' EXAMINING BOARD**

The Contractors' Examining Board was created by city ordinance to recommend and interpret rules and regulations and to hear complaints regarding licensed contractors conducting business in the City of Key West. The seven-member board meets quarterly.

### **DEVELOPMENT REVIEW COMMITTEE**

The committee was established by city ordinance and is composed of representatives from city departments responsible for reviewing land development proposals. The committee facilitates and coordinates technical comments by the city staff on development applications.

### **HISTORIC ARCHITECTURAL REVIEW COMMISSION**

The Historic Architectural Review Commission, or HARC, was created by the City Charter and oversees the preservation and conservation of the character, integrity, and appearance of the historic preservation districts, as well as for buildings individually listed in the National Register of Historic Places and buildings listed as contributing in the Historic Structure Survey of the City.

### **KEY WEST BIGHT MANAGEMENT DISTRICT BOARD**

The City Commission determined that the management, preservation and redevelopment of the city-owned Key West Bight serves the public purpose, and that public purpose is best served by oversight by a board comprised of members of the public.

### **KEY WEST SCULPTURE GARDEN MEMORIAL COMMITTEE**

The City of Key West established the Sculpture Garden Memorial by passage of Resolution 95-468 and also established the criteria for inclusion into the Memorial Sculpture Garden by passage of 95-469.

### **NAVAL PROPERTIES LOCAL REDEVELOPMENT AUTHORITY**

The Naval Properties Local Redevelopment Authority was established when ownership of the former U.S. government property was transferred to the City of Key West. The board is responsible for ensuring public participation in the redevelopment plans for that property.

### **PARKS & RECREATION ADVISORY BOARD**

The mission of the Board shall be to promote the rehabilitation, conservation, development and best use of parks and recreation land and facilities within the jurisdiction of the City of Key West.

### **PLANNING BOARD**

The City of Key West Planning Board hears a spectrum of important public planning issues, ranging from specific development approval requests to changes to the Comprehensive Plan and Land Development Regulations.

### **SUSTAINABILITY ADVISORY BOARD**

Established by resolution in 2009, the board advises and assists the city and its residents in developing plans and policies to strengthen the sustainability of the city as a whole. Sustainability means meeting our own needs without compromising the ability of future generations to meet their own needs.

### **TREE COMMISSION**

The City Commission created the Tree Commission to protect and monitor the trees on private and publicly-owned property within the City of Key West.

# FINANCE

## DEPARTMENT

The mission of the City of Key West's Finance Department is to safeguard the fiscal integrity of the city by protecting the city's assets and responsibly developing and managing all fiscal policies and procedures while providing sound financial leadership and professional and courteous support services to other city departments and communicating these efforts to the management and citizens of Key West.

To achieve the Finance Department's mission, the team is comprised of 15 full-time positions, which cover the following functional areas: Administration, General Accounting, Payroll, Purchasing, Accounts Payable, Revenue, Budget, Grant Administration, and Risk Management.

Through these functional areas, the Finance Department is responsible for preparing and managing an annual city budget of \$225,850,729 for Fiscal Year 2023, maintaining the accuracy of the general ledger and all cash receipts in the 20 funds representing various functions throughout the city, preparing and processing the bi-weekly payroll for more than 500 employees, monitoring all grant activity and compliance, including issuing bills for grant payments, managing city investments, processing and paying more than 14,000 invoices to city vendors and contractors, processing of 2,340 city purchase orders and managing all bidding and procurement allocations to ensure the best value for all city services, supplies, and equipment, coordinating of the city's annual audit and the production and publication of the Annual Comprehensive Financial Report which reports the city's annual financial position along with any audit findings.

The Risk Management office handled all Worker's Compensation, liability, and general insurance issues throughout the city, processing more than 100 claims and issuing more than \$74,000 subrogation demands while overseeing the City of Key West's safety program.

Some of the primary goals for the Finance Department in 2022 were to rebuild our General Fund Reserve to pre-Hurricane Irma and pre-COVID-19 levels in order to be within the city's Fund Balance Policy and to assist the city in developing a balanced budget which addresses funding its strategic goals and priorities while maintaining key services and infrastructure needs.

The budget development process included many discussions on how to address strategic priorities such as affordable housing and sea level rise while maintaining



**BUDGET: \$1,293,564**

# of employees: 15

**Director: Christina Bervaldi**

305-809-3827

[cbervaldi@cityofkeywest-fl.gov](mailto:cbervaldi@cityofkeywest-fl.gov)

a financial balance between public safety, infrastructure needs, and general governmental services, while maintaining adequate reserves to ensure the city's overall long-term fiscal health.

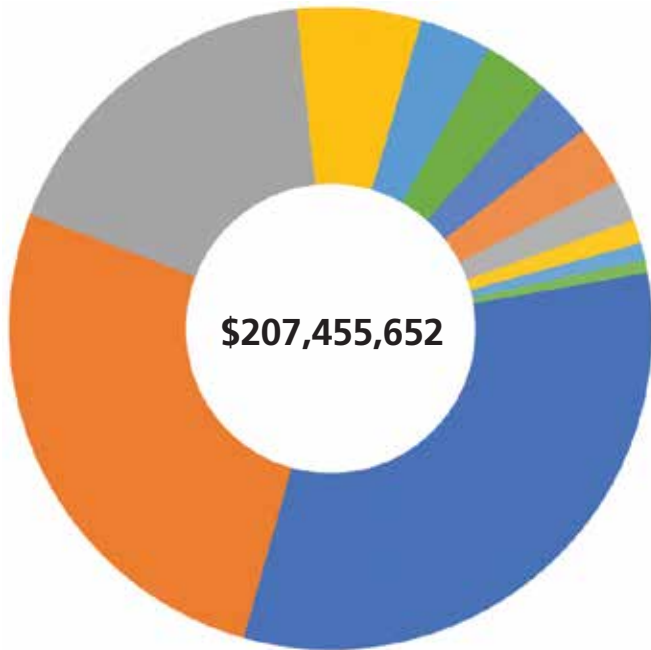
### FY 2022 HIGHLIGHTS

- The City of Key West Finance Department received the Government Finance Officers Association Award for Excellence in Financial Reporting for the 37th consecutive year for the fiscal year ending 2021 and also received a favorable audit for fiscal year 2021.
- The City of Key West was awarded seven out of the 17 grant opportunities that were applied for, totaling \$6,490,421 in funds granted for various projects including the Keys Overseas Temporary Shelter, or KOTS, homeless shelter from the Community Development Block Grant CARES Act, a Housing and Urban Development grant for response to COVID in the amount of \$4.3M, and other grants including the Florida Department of Environmental Protection Florida Resilient Coastlines Program, and Florida Division of Emergency Management which ensures that we are prepared to respond to and recover from emergencies. Funding was also received from Watershed Planning Initiative, Bulletproof Vest Partnership, Monroe County Tourist Development Council capital funding, Florida Department of Transportation Transportation Alternatives Program, Emergency Medical Services matching grant, and FDOT Beautification program.
- The City of Key West also executed two American Rescue Plan Act funding agreements, one with Florida Department of Emergency Management for \$12,079,588 for designated for governments which serve populations of less 50,000 people, and one with Florida Department of Transportation for \$5,018,855 for qualifying projects at the Key West Bight Marina, the City Marina at Garrison Bight, Mallory Square, or the Ferry Terminal.

# FY22

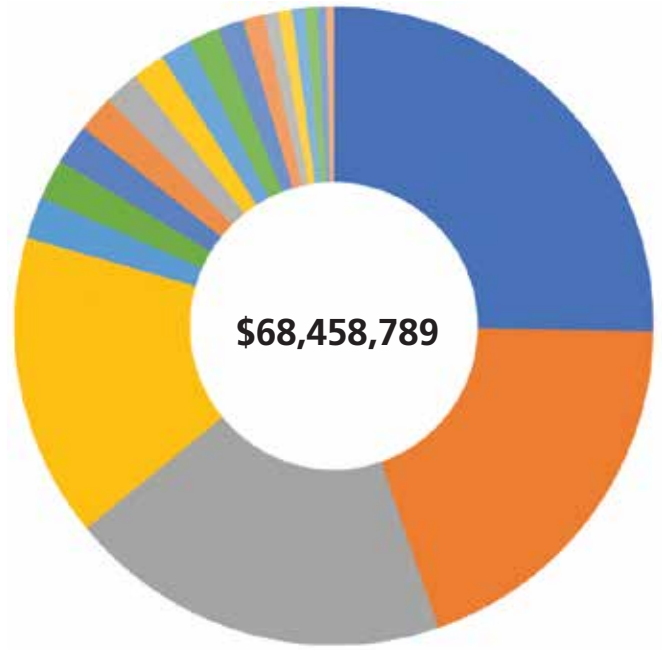
## CITY OF KEY WEST

### BUDGET



- Transfers, Grants, Reserves (All Funds) - 32.14%
- General Fund Operating - 26.45%
- Capital Expenditures - 17.49%
- Insurance Fund Operating - 6.26%
- Solid Waste Fund Operating - 3.63%
- Sewer Fund Operating - 3.36%
- Special Revenue Fund Operating - 2.87%
- Key West Bight Fund Operating - 3.01%
- Transit System Fund Operating - 2.09%
- Debt Service - 1.19%
- City Marina Fund Operating - .86%
- Stormwater Operating - .66%

### GENERAL FUND BUDGET



- Police Department - 25.26%
- Transfers, Grants, Reserves - 19.44%
- Fire Department/EMS - 19.38%
- Community Services - 15.39%
- Information Technology/Key TV - 2.12%
- Non-Departmental - 2.05%
- Parking - 2.03%
- Building Department - 1.87%
- City Planner/Tree Commission - 1.79%
- Finance - 1.65%
- Code Compliance - 1.58%
- City Manager - 1.55%
- City Attorney - 1.31%
- Homeless Services - 1.05%
- Human Resources - .72%
- City Clerk - .71%
- City Commission - .66%
- Port Operations - .60%
- Engineering - .45%
- Capital Expenditures - .40%

# CITY CLERK

## OFFICE



**BUDGET: \$487,998**

# of employees: 3

**Director: Cheri Smith**

305-809-3831

csmith@cityofkeywest-fl.gov

### FY 2022 HIGHLIGHTS

- Prepared and clerked 147 meetings.
- Conducted 29 bid openings.
- Conducted lotteries for news racks and mobile vending machines.
- Registered 7 Domestic Partnerships.
- Processed 277 resolutions and rendered 27 ordinances to Municode.
- Completed 2,091 public records requests.

The city clerk's role is one of the two oldest public servant professions along with the tax collector. The Office of the Clerk was the first position established in local government at Plymouth Colony. In today's society, municipal clerks have become the hub of the government. Clerks stand as the local historian and remain a trusted link between the citizens and the government.

The City Clerk is the official records keeper of the city and custodian of the City Seal. The City Clerk is appointed by and reports to the City Commission.

### WHAT WE DO

- Custodian of public records for the city.
- Prepare agendas and minutes for the City Commission and other boards, commissions, and committees.
- Process and file all Resolutions and Ordinances.
- Communicate with the publisher/printer of the city code and state agencies as needed.
- Prepare legal notices for City Commission agenda items as needed.
- Administer the Oath of Office to elected officials.
- Register Domestic Partnerships for the City of Key West.
- Receive and open bid documents.
- Provide Legistar training and support to city staff as needed.



To view agendas, minutes, and videos of all meetings or request a public record, anyone interested may visit the City of Key West homepage at [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov) for instructions on how to access the online copes.



# CITY ATTORNEY'S

## OFFICE

### BUDGET: \$899,202

# of employees: 6  
305-809-3770

Pursuant to 4.06 of the City Charter, "The City Attorney shall serve as legal advisor to, and attorney and counselor for, the municipality and all of its officers, boards, commissions, agencies, authorities, and subdivisions except as otherwise expressly provided by general or special law. The City Attorney shall be appointed by, and shall serve at the pleasure of, the city commission. The City Attorney may appoint an assistant or assistants, subject to confirmation by the city commission, who shall serve at the pleasure of the city attorney."

### CURRENTLY, THE CITY ATTORNEY'S OFFICE REGULARLY STAFFS THE FOLLOWING BOARDS:

- City Commission
- Planning Board
- Historical Architecture Review Commission (HARC)
- Tree Commission
- Code Compliance
- Contractor's Examining Board

The City Attorney's Office also advises and represents the City in all administrative hearings, civil citation hearings in county court, reviews and approves every agenda item for City Commission meetings, and reviews and/or drafts ordinances and resolutions that are considered by the City Commission.

### BEGINNING IN 2023, THE OFFICE PLANS TO ADD STAFF TO ADVISE THE FOLLOWING BOARDS:

- Bahama Village Redevelopment Advisory Committee (BVRAC)
- Parks and Recreation Advisory Board
- In addition to advising the aforementioned boards, the City Attorney's Office handles a variety of civil and criminal functions in Monroe County Courts including:
  - Prosecuting all municipal ordinance violations that are classified as 2nd degree misdemeanors.
  - Filing actions in circuit court pursuant to the Civil Forfeiture Act on behalf of the Key West Police Department.
  - Defending the City of Key West in all personal injury lawsuits in circuit court.
  - Pursuing Risk Protection Orders on behalf of Key West Police Department.

*The City Attorney's Office is prohibited from providing legal advice to the public or generally representing private clients.*



# HUMAN RESOURCES

## DEPARTMENT



**BUDGET: \$495,008**

# of employees: 5

**Director: Samantha Farist**

305-809-3716

sfarist@cityofkeywest-fl.gov

The City of Key West Human Resources Department provides support to all city employees by managing:

- Employee insurance and benefit programs,
- Payroll adjustments,
- Beneficiary issues and changes,
- New employee orientations,
- A wellness program,
- Employee assistance program,
- Retiree insurance billing system,
- The interoffice mail system for the entire city,
- The city hall switchboard.

Human Resources advertises all open job positions, updates job descriptions as necessary, conducts reference checks, manages on-board processing and training of new employees.

All open city jobs can be found at [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov), the city website. All applications are kept on file for 6 months.

City of Key West employee pensions are vested with 20 years of service or at age 60 with 10 years of service.



### BY THE NUMBERS (SEPT. 30, 2022)

City staff	274
Key West Police Department	128
Key West Fire Department	87
Open positions	64

Employment applications processed:	346
New hires/orientations:	67
Retirements:	12
Separations:	42

### FY 2022 HIGHLIGHTS

- Human Resources began training city employees in-house by hiring a new trainer. Thus far three training classes have been developed and are being used. Additional classes are under development.
- Four blood drives were coordinated during 2022.
- Contact tracing of all city employee COVID-19 cases is still being conducted

# **BE READY FOR THE NEXT EMERGENCY!**

## **Sign up for *Civic Ready***

**Be  
informed  
Be  
Ready**



**Get warnings for:  
Hurricanes  
Flooding  
Lightning**

**Sign up for text or  
telephone emergency notices.**

**Simply go to the City of Key West  
website and click on the lightning button**



**[www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)**

# BUILDING

## DEPARTMENT

The mission of the City of Key West Building Department is to provide knowledgeable advice and prompt, courteous service about local, state, and federal building codes and standards. The department staff is committed to the safety of city residents and guests and to maintaining the integrity of the department. We are dedicated to assisting residents and fellow professionals in a courteous and timely manner.

The primary goal of the City of Key West Building Department is to safeguard the public and promote the health, safety, and welfare of our city through enforcement of the Florida Building Code and City of Key West Code of Ordinances.

We believe the residents and the construction professionals of Key West are entitled to professional, efficient, and accurate guidance from the Building Department staff in the areas of construction, renovation and demolition, development and planning of any and all properties within the city's jurisdiction.

The department staff participates in a program of continuing education and testing to stay informed of latest techniques and requirements within the building trades industry.

The City of Key West Building Department has 13 authorized positions that comprise four divisions: Permitting, Plan Review, Inspections, and Floodplain Management.

Permit Technicians are the department's initial face to the public. They receive applications and collect fees, track application progress, issue building permits and certificates of occupancy, and advise customers of application requirements.

Plan Reviewers examine all applications and plans for accuracy and compliance with all applicable codes.



**BUDGET: \$1,290,444**

# of employees: 13

**Director: Raj Ramsingh**

305-809-3956

raj.ramsingh@cityofkeywest-fl.gov

Building Inspectors conduct inspections for multiple types of permits including building, accessibility, electrical, mechanical, plumbing, fire suppression, swimming pools and roofing. They also investigate complaints of unsafe structures and unpermitted construction activities.

### FY 2022 HIGHLIGHTS

- Vigorously continued to reduce the number of expired permits that result when customers fail to actively close-out permits.
- Performed 6,280 inspections and issued 3,632 permits.
- Improved the average building permit review turn-around time to six business days for 2022.
- Collected \$3,015,061.45 in permit and impact fees.
- Conducted four Contractors Examining Board meetings during which eight cases were presented for various violations of building codes and/or State of Florida contracting law. A total of \$1,700 was collected in fines and administration fees.
- Conducted four Building Department Stakeholders/Contractors Quarterly Meetings.
- Building Inspectors and Permit Technicians received continuing education from the Florida Department of Business and Professional Regulation.
- Implemented Short Message Texting to communicate directly with contractors in real time.
- Conducted Key West Building Department Client Survey and received 8.8 average rating out of 10.

- Conducted Safety Evaluations of Tall Structures within Key West city limits.
- Worked to modify Land Development Regulations to assist citizens with non-conforming properties by giving credit for areas beneath elevated houses that are pervious, and credit for lot coverage by not incorporating the area under soffits.
- Conducted Hurricane lan preparations and damage assessments.

Management Agency rating method known as Risk Rating 2.0 that is used to determine federal flood insurance rates. Risk Rating 2.0 resulted in dramatic increases for new flood insurance policies as of Oct.1, 2022.

As part of FIRM’s Flood Map Task Force, the Floodplain Manager coordinated an in-depth analysis of the proposed new flood maps showing the FEMA projected flood levels were based upon incorrect data and analysis, and that projected flood levels should be lower.

### FLOODPLAIN MANAGEMENT

The city Floodplain Manager worked closely with Fair Insurance Rates in Monroe, FIRM, to analyze the local effect of the new Federal Emergency

The Building Department can be called at 305-809-3791.



# CODE COMPLIANCE

## DEPARTMENT

The City of Key West Code Compliance Department is committed to protecting the health, safety and welfare of the community. The department continually works to provide fair and equitable services to both Key West citizens and visitors. Code Compliance Officers provide information to the public regarding code compliance issues and work to achieve voluntary compliance.

The Code Compliance Department received 1,603 complaints in FY 22 of which 1,397 were closed.

The Code Compliance Department continues to provide assistance to the Building, Licensing and Planning Departments as well as other city departments.

The most common complaints investigated in FY 22 were delinquent business tax receipts that totaled 397, unlicensed business complaints totaled 303, illegal dumping totaled 285 complaints, and building ordinances complaints were 147.

Illegal rentals of residential properties are a growing concern for the city. This year the Code Compliance Department initiated a project to research and identify all apartment units and condominiums that were renting illegally. This resulted in 118 cases, and of those cases 102 achieved compliance within a short time frame.

The Code Compliance Department assisted the Licensing Department with the collection of \$1,002,974.00 in revenue prior to of FY 22 on Oct. 1, 2022.

The Code Compliance and the Licensing Departments were designated to implement the new café right of way program which encourages the establishment of outdoor dining venues.



**BUDGET: \$1,080,481**

# of employees: 12

**Director: Jim Young**

305-809-3737

[jjyoung@cityofkeywest-fl.gov](mailto:jjyoung@cityofkeywest-fl.gov)



Possible code violations may be reported by calling 305-809-3740 or visiting city hall Monday through Friday between 8:00 am to 5:00 pm. Code Compliance complaints also can be reported through the smart phone app Key West Connect.

*Florida law requires anyone reporting a potential code violation to provide their full name and address before an investigation can occur, and this information becomes part of the official record. Reports that come from an anonymous source cannot be investigated.*



# LICENSING DIVISION

PART OF CODE COMPLIANCE



## BUDGET: PART OF CODE COMPLIANCE

# of employees: 2

**Chief Licensing Official:**

**Amanda Brady**

305-809-3971

abrady@cityofkeywest-fl.gov



The business tax receipt licensing period runs for twelve months from October 1st to September 30th. The City's Licensing Division has over 9,000 business tax receipts/ regulatory permits and processes over 1,000 new applications yearly, totaling more than \$1.4 million in revenue for the fiscal year 2021/22.

The Licensing Division's mission is to promptly provide the community with accurate responses to all licensing inquiries. Most business tax receipts, permits, and licenses are processed 24 hours after the application is submitted.

### FY 2022 HIGHLIGHTS

- The Licensing Division increased revenue by over \$200,000 for the fiscal year 2021-22. We accomplished this task by focusing on three specific license types, Transient Medallions, Recreational Rental Vehicles, and Revocable Licenses for awnings and signs. Not only were the fees increased to cover the cost of additional employees, but it also allowed us to update these ordinances to include additional safety measures, strict insurance requirements, and more precise code enforcement policies.
- The Licensing Division was assigned a Code Officer. This Code officer is our "eyes in the field" This will help licensing stay up to date on new businesses, businesses that have closed, or businesses in violation of the City Code of Ordinances.

- The public can now stay up to date on all Licensing Division news by signing up for the Licensing Newsletter. The Licensing Newsletter provides quarterly reports covering all pertinent information regarding licensing. This includes business tax receipt due dates, changes in fees, updated ordinances, and much more.

To sign up for the newsletter, anyone can visit [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov) website and click "Notify Me," enter their email, and subscribe to the "Licensing Division News."

More information is available on the City of Key West website under the heading Licensing Division or contact us at 305-809-3959.



# COMMUNITY

## SERVICES



**BUDGET: \$11,829,319**

# of employees: 107

**Director: Marcus Davila**

305-809-3751

madavila@cityofkeywest-fl.gov

The Community Services department takes care of everything above ground in the City of Key West. If you walk on it, ride on it, or play on it, we take care of it. The 87 Community Services employees are proud of their work and contributions to the Key West community.

The Community Services Department umbrella covers five smaller divisions: Public Works, Parks and Recreation, Facilities Maintenance, Fleet Services, and Truman Waterfront Park.

Public Works maintains all the right of ways in town, handles minor sidewalk and road repairs, provides support to special events – and we have more than 50 large events a year -- and maintains the historic cemetery. Some of the major events include Fantasy Fest, Goombay, Powerboat Races, Holiday Parade, New Year's Eve, Christmas Tree and Menorah Lighting, and many more.

Parks and Recreation maintains all parks and sports fields in town, handles tree trimming, lining athletic fields for sporting events, also operates the Fredrick Douglass Gym at 111 Olivia St., the Blake Fernandez Skatepark at Flagler Ave and Fourteenth St., and Martin Luther King Community Pool at Nelson English Park at 300 Catherine St.

Facilities Maintenance oversees the maintenance of all city-owned buildings. This includes air conditioning repairs, generator repairs, small capital improvement projects, plumbing and electrical repairs, and all preventive maintenance.

Fleet Services takes care of all rolling stock the city owns – more than 200 vehicles. This includes all city cars, vans, trucks, police cars, fire trucks and ambulances – everything from a janitor van to a claw truck.

The Truman Waterfront Park Division takes care of the beautiful Truman Waterfront Park. The crew maintains the splash pad, all green spaces, and assists with events that take place in the park.

The Community Services Department works hard to ensure that the City of Key West is safe and beautiful.

### FY 2022 HIGHLIGHTS

- New artificial turf was installed at George Mira Football Field.
- The Eighth Street Pocket Park was renovated.
- New artificial turf was installed at Gilleran Field at Truman Waterfront.
- New artificial turf on all four fields at the Clayton Sterling Baseball Complex will be installed in the early 2023.
- Conducted the citywide cleanup after Hurricane Ian with contractor partners and volunteers.

Any issues and concerns can be reported using Key West Connect using instructions on the city's home-page at [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov). It only takes a couple of minutes to put in a picture and location of a request or concern.



# PARKS & RECREATION

PART OF COMMUNITY SERVICES



**BUDGET: PART OF COMMUNITY SERVICES**

# of employees: 25

**Superintendent: Ralph Major**  
305-809-3781



# PLANNING

## DEPARTMENT

The City of Key West Planning Department uses regional and national consultants to supplement city staff expertise and citizen input. The Department reviews current land development projects, develops proactive and long-range urban plans and policy, manages urban forestry, and oversees historic preservation.

Top priorities are working to relieve the city's housing crisis and mitigating the city's vulnerability to rising sea levels. This past year, the department has integrated the city's sustainability and climate adaptation initiatives and the management of the city's two Community Redevelopment Areas. As a result, the city's Sustainability Coordinator position moved from the Engineering Department to the Planning Department in September 2022.

The Planning Department provides staff support for the Planning Board, Sustainability Advisory Board, Tree Commission, Historic Architectural Review Commission, and Bahama Village Redevelopment Advisory Committee.

### PLANNING

Together with the Engineering Department, the Planning Department facilitated the contract with Sasaki, an internationally recognized landscape architecture firm, to guide the city's Sunset Celebration at Mallory Square Master Plan. Citizens can get involved here: <https://mallorysquare.engage.sasaki.com/>

The department re-released the city's Duval Street Revitalization Request for Qualifications, and a selection committee ranked prospective vendors. The Planning Department coordinated with the U.S. Government to start joint planning for climate resiliency in Key West.

The department joined with the City Manager's Office to conduct community meetings to gather input on the future of the Diesel Plant in Bahama Village. The city is working to find a partner to undertake renovations to repurpose this remarkable structure so it can serve waterfront park users and the Bahama Village community.

Working with District V Commissioner Mary Lou Hoover, the department provides continuing support for the Commissioner's "Kitchen Cabinet" meetings regarding short and long-term goals for North Roosevelt Blvd.

The department updated property variance ordinances to incentivize the use of rain gutters and soffits, minimize variances, and assisted to update laws to help finance construction of accessory units.



**BUDGET: \$1,318,187**

# of employees: 9

**Director: Katie Halloran**

305-809-3764

[katie.halloran@cityofkeywest-fl.gov](mailto:katie.halloran@cityofkeywest-fl.gov)

The department developed the job description for a Housing & Community Development Manager position, convened a selection panel, interviewed candidates and recommended a candidate for employment to this senior level position to assist with the city's housing crisis.

Short Term Rental Workshop: The Planning Department assisted the Housing and Community Development Manager with the workshop, by creating a survey, and reporting the results.

The department, together with the housing manager, is working to procure experts to update the city's comprehensive plan and provide a Housing Needs Assessment to help guide the city.

During FY 22, the department reviewed and processed 115 applications for major and minor development plans, variances, conditional uses, alcohol sales exceptions, lawful unit determinations, transfer of transient licenses, reviewed easements, managed beneficial use determinations, issued build back and zoning verification letters, administered the building permit allocation system, monitored subdivisions and zoning and future land use map amendments.

The department hired two planners, an administrative assistant, and an administrative specialist.

### SUSTAINABILITY COORDINATOR

The Sustainability Coordinator assists in the development of plans and policies to improve the sustainability of the city as a whole and educates and engages the public in efforts to make the community of Key West residents, businesses and institutions, more sustainable to environmental threats. The coordinator works closely with the Key West Sustainability Advisory Board. The Sustainability Coordinator moved to the Planning Department from the Engineering Department in September 2022.

## FY 2022 HIGHLIGHTS

- Secured two grants totaling \$905,000 to develop a forthcoming Key West Adaptation Plan.
- Produced and delivered multiple presentations on resources available to residents that could make their homes more resilient to hurricane winds and storm surge.
- Led the development of the Water Supply Plan that will help reduce city consumption of distant potable water resources.
- Led the Key West Sustainability Advisory Board through a review and recommendations to the Florida Keys National Marine Sanctuary's Restoration Blueprint.
- Established a partnership with College of the Florida Keys to fund water quality monitoring infrastructure to track activity and effects from cruise ships.
- Formed a Nearshore Water Quality Committee, with the goal of creating the city's First Water Quality Improvement Plan.
- Kicked off LiDAR or 3-D mapping of Key West to refine the elevation database of the island for future planning purposes.
- Facilitated certification and educational experiences for 12 staff members across five city departments.
- Led the development of a Post Disaster Recovery and Reconstruction Plan to bolster city resilience. The plan was approved by City Commission.
- Created a Solar Energy checklist to evaluate every new and renovated city building for alternative energy.
- The City Commission created a new position for adaptation assistance and energy reduction island wide. The position started Oct 1, 2022 and the title is Adaptation and Energy Coordinator. The coordinator will help the city and its businesses and residents reduce energy use and adapt to climate change.
- Upgraded the Key West Police Station to all LED lighting, saving an estimated \$12,000 annually.
- Created the City Building Master List, tracking capital improvement needs as well as energy and resilience upgrades for 102 buildings, resulting in plans for asset management software.

## URBAN FORESTRY

- The City of Key West celebrated its 10th Year as a member of the Arbor Day Foundation Tree USA program. For the annual Arbor Day event, the Tree Commission along with the Urban Forestry Manager and the Monroe County Extension Service helped to promote the Keys Energy tree give-a-way program.
- Fees were established for Urban Forestry and Tree Commission permitting, reviews, and inspections to help reduce the staff costs associated with these programs.
- A total of 452 urban forestry applications/documents were processed and 244 files were closed.
- Eight new Tree Commission enforcement cases were processed with 6 cases being closed.



- Eight development projects were reviewed for compliance with the tree and landscape ordinances.
- The Urban Forestry Manager worked with the Engineering Department on the beautification design for the US 1 and North and South Roosevelt Boulevards triangle entrance area to Key West. The Urban Forestry Manager also worked with the Engineering Department regarding tree locations -- existing and new -- on sidewalk and street paving plans.

## HISTORIC ARCHITECTURAL REVIEW COMMISSION

- The Historic Architectural Review Commission held 12 regular meetings during 2022.
- New guidelines for windows and window protection were adopted by ordinance; they allow for more flexibility for historic property owners and can increase energy savings.
- Staff also updated the Code to provide financial relief for eligible property owners that need to renovate their structures in the historic district.
- The historic preservation staff received 1,369 Certificate of Appropriateness applications. The staff approved 1,306 applications. The Historic Architectural Review Commission reviewed 63 applications. HARC denied only one application.
- For the fourth consecutive year HARC staff approved 95 percent of all applications submitted for review.
- HARC generated \$360,462 in revenue.



PLANNING: [planning-dept@cityofkeywest-fl.gov](mailto:planning-dept@cityofkeywest-fl.gov) or 305-809-3764

SUSTAINABILITY COORDINATOR: Alison Higgins, [ahiggins@cityofkeywest-fl.gov](mailto:ahiggins@cityofkeywest-fl.gov) or 305-809-3726

URBAN FORESTRY DIVISION: Karen DeMaria, [kdemaria@cityofkeywest-fl.gov](mailto:kdemaria@cityofkeywest-fl.gov) or 305-809-3768

HISTORIC ARCHITECTURAL REVIEW COMMISSION: [city\\_harc@cityofkeywesey-fl.gov](mailto:city_harc@cityofkeywesey-fl.gov) or 305-809-3975

# PROPERTY MANAGEMENT

## DEPARTMENT

The City of Key West Property Management Department works to maximize the financial and community benefits of city-owned property. The department works closely with various city boards and the City Commission to increase the value of city assets and preserve the city's rich property history while supporting city property tenants and the Key West community.

Working under the direction of the Assistant City Manager, the department manages more than 200,000 square feet of city-owned or controlled property and more than 100 leases for commercial, retail, office and non-profit tenants with lease terms ranging from 1 to 99 years.

The Property Management Department is responsible for leasing city-owned properties, managing lease renewals, lease administration, accounting, budgeting, marketing, coordinating facility and grounds maintenance, supervising construction and improvements, working closely with tenants, mitigating risks and working with local, state and county officials.

The long-term mission of the Property Management Department is to increase the value and improve the quality of city-owned properties through strategic planning and re-development of properties and ports that benefit both the city and its tenants.



### BUDGET: PART OF CITY MANAGER'S OFFICE

# of employees: 1

**Senior Property Manager:**

**Gary Moreira**

305-809-3783

[gary.moreira@cityofkeywest-fl.gov](mailto:gary.moreira@cityofkeywest-fl.gov)

### FY 2022 HIGHLIGHTS

- The Property Management Department implemented significantly updated real estate portfolio management software that streamline management processes.
- The department assisted with pre- and post-Hurricane Ian emergency measures, damage assessment and documentation.
- Improved lease rates to today's market rents during lease renewal negotiations.
- Working on the temporary relocation of the Bahama Village Music Program while Phase II of the Frederick Douglass Recreation Center is underway. The department is also seeking future users for the site.
- Continuing to participate in planning and revitalization of the old Key West Diesel Plant and Mallory Square.

For leasing and rental information on available properties call the property manager's office at 305-809-3783 or watch for advertised public notices announcing lease and lease renewal negotiations.



BERKSHIRE HATHAWAY HOMESERVICES  
KNIGHT & GARDNER REALTY

# HONESTY, INTEGRITY AND LOCAL KNOWLEDGE YOU CAN TRUST

**MATCHING PEOPLE  
& PLACES FOR OVER  
SIX DECADES.**

We are rooted in the community, and the trust, loyalty and respect of our friends, neighbors and customers are our most valued assets.

When you need a local partner to help buy, sell, rent, or manage your Florida Keys property, you need Berkshire HathawayHomeServices Knight & Gardner Realty on your side.

336 Duval St, Key West  
305-294-5155  
KeysRealEstate.com



**BERKSHIRE HATHAWAY**  
HomeServices

Keys Real Estate  
Knight & Gardner Realty

**LUXURY  
COLLECTION**

# POLICE

## DEPARTMENT

### WHAT WE DO

The Key West Police Department is a fully State of Florida-accredited department made up of a dedicated and professional group of men and women. The department employs 96 law enforcement professionals and 32 dedicated support staff. Our island is home to a unique and diverse community, which is reflected throughout the ranks of the department. We protect and serve a population of nearly 27,000 full-time residents and more than three million visitors each year.

Community policing is an integral part of the department; partnering with the community to prevent and solve crime. We strive every day to reach into the community by working with schools, civic organizations and non-profit organizations. Training is continuous to ensure that we provide the residents and visitors outstanding service.

### FY 2022 HIGHLIGHTS

- The Key West Police Department attained Excelsior status from the Commission for Florida Law Enforcement Accreditation. The recognition means that the department has had five flawless audits. Accreditation sets the standard for a high level of professionalism in a law enforcement agency.
- The department sponsored seven recruits in class #82 at the College of the Florida Keys Basic Law Enforcement Academy, and these officers are now finishing their field training period.
- The KWPD co-hosted with the Monroe County Sheriff's Office National Night Out. This event, which engages our military and our first responders, is a chance to talk with kids in the community about public service. This year's event was by far the best community turnout in the many years it has been held.



**BUDGET: \$17,322,623**

# of employees: 128

**Director: Chief Sean Brandenburg**

305-809-1000

sbrandenburg@cityofkeywest-fl.gov

- The department has improved our outreach into the community in a number of ways. Each month officers mentor children at risk through Keys To Be The Change, they participate in games and education with the Pelicans and Police program at Poinciana School, and officers also read to classes. KWPD officers attend events involving the Special Olympics and work closely with the Autism Society of the Keys to raise awareness in the community. Two members of the department serve on the Monroe County Education Foundation Board, which oversees the Take Stock in Children scholarship program.
- Our K9 Unit has cracked down hard on drug dealers, resulting in strong arrests that take drug dealers off the streets.
- KWPD detectives successfully apprehended two dangerous murder suspects – one from Miami and one from Texas – who failed in their attempted escape to paradise.





# FIRE

## DEPARTMENT



**BUDGET: \$13,348,546**

# of employees: 87

**Director: Chief Alan Averette**

305-809-3936

aaverett@cityofkeywest-fl.gov



The 87 employees of the Key West Fire Department are proud of their service to the Southernmost U. S. City and dedicated to the protection of residents and guests in our vibrant community.

### WHAT WE DO

- Fire Suppression
- Emergency Medical Services
- Fire Prevention
- Emergency Management and Training
- Hazardous Materials Response Team
- Urban Search and Rescue Team

### BY THE NUMBERS

- 7,022 calls for service
- 34 fire investigations
- 1,759 fire inspections
- 5,902 Emergency Medical Services-related calls for service
- 3,983 Emergency Medical Services transports

### FY 2022 HIGHLIGHTS

- The City of Key West Fire Department received a \$36,247 grant from the Florida Department of Emergency Medical Services to assist in purchasing equipment for Advanced Life Support, or ALS, Fire Engines. This means our fire engines will carry the same equipment and drugs/medications as an ambulance. They will have the same capability as an ambulance but cannot transport a patient.
- In November 2022, 14 KWFD members are slated to graduate from the Paramedic Training Program sponsored by the City of Key West and upon completion of the rigorous National Registry requirements will be certified paramedics.

- Ten students graduated from the Key West High School Fire Academy with their Firefighter 1 certifications, and one of those students earned a Nationally Registered Emergency Medical Responders certification.
- Blake Arencibia, a recent graduate of the KWHS Fire Academy was hired as a Firefighter with the Key West Fire Department
- Fire Marshal Danny Blanco retired from the Key West Fire Department after 30 years of service.
- Captain Jason Barroso has been promoted to Fire Marshal/Division Chief.
- Division Chief of Emergency Management and Training Kenny Wardlow retired after 29 years of service.
- With the promotion of Jason Barroso to Fire Marshal, Lt. Inspector Tim Anson was chosen and promoted to Captain/Inspector in the Fire Marshal's Office.
- Dereck Berger joined the Fire Marshal's office as Lieutenant Inspector because of the promotion of Tim Anson.





# PARKING

## DEPARTMENT



**BUDGET: \$1,389,049**

# of employees: 24

**Director: John Wilkins**

305-809-3864

[jjwilkins@cityofkeywest-fl.gov](mailto:jjwilkins@cityofkeywest-fl.gov)

The Parking Division manages the parking supply in the city right-of-way to provide an equitable balance of parking spaces for the needs of the community including residents, visitors, and businesses. The division also issues temporary right-of-way permits and administers the School Crossing Guard Program.

### WHAT WE DO

- With a staff of 24 employees the City of Key West Parking Division works throughout the city enforcing local, state, and federal parking regulations. The division collects revenue and maintains the city's paid parking meters and paystations in the commercial zones. Fines are collected for citations and various types of parking permit programs are administered.
- The department issues temporary right-of-way permits to reserve parking for special use. The department manages the lottery for sidewalk news racks. The department also manages the School Crossing Guard Program to assist children who walk or ride their bikes to school. Additionally, the department also manages tour buses.
- The work of the Parking Division requires coordinating with a wide variety of city departments such as Police, Code Compliance, Community Services, Planning, and city and county Fire Departments, Transportation and Engineering Departments, and Monroe County Municipal Traffic Court.
- The division seeks to balance competing needs for parking in the city -- commercial delivery, metered parking, moped, bicycle, residential and special events -- to support the economic vitality and livability of the community.

### FY 2022 HIGHLIGHTS

- The division had a full complement of staff on Sept. 30, 2022. Throughout this year the division hired and trained new School Crossing Guards, a Parking Enforcement Specialist, and are now fully staffed at 24 employees.
- The division worked with the Passport Parking Application and Cale Parking Paystations to resolve connectivity issues that affected the parking operation for most of the summer. Parking customers are now able to easily use these purchase options.
- The Residential Permit issuance program was successfully transitioned from the Monroe County Tax Collector's Office to the City of Key West.
- The gross revenue generated by all aspects of the Key West Parking Division operation from Oct. 1, 2021 to Sept. 30, 2022 totaled \$12 million. These funds support a wide variety of city work.



Most of the City of Key West Parking services can be accessed from the City of Key West website [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov). From the home page, select the parking icon. On the parking page is information about the parking programs including how to pay or appeal a parking citation, learn about and apply for various parking permits, watch videos of how to use the new Passport Parking Apps and skip the pay stations.

Alternatively, anyone can stop by City Hall at 1300 White Street and visit the Parking Division office for assistance. For quick questions, you can reach us by phone at 305-809-3861 for David Hoot or 305-809-3864 for Toni Michelle Gage. Call volume is heavy, so leave a message if you reach the recording, and someone will call you back.

Parking violations can be reported by calling 305-809-1000, the non-emergency Key West Police Department dispatch phone number, and they will dispatch the next available person. You can call anonymously, but they need the location, vehicle description, and violation information.

# MULTIMODAL

## TRANSPORTATION



**BUDGET: \$1,772,887**

**Transportation Alternative  
Fund Revenue**

**Coordinator: Ryan Stachurski**

305-809-3867

[multimodal@cityofkeywest-fl.gov](mailto:multimodal@cityofkeywest-fl.gov)

### CAR FREE KEY WEST

The Multimodal Transportation Office is part of the City of Key West Engineering Department tasked with making it easier for people to travel by means other than single-occupancy vehicles. Making Key West easier to get around by bicycle, walking, and public transit helps people to be healthier, supports a sustainable environment, and encourages a more prosperous community. It also makes it easier for those who need to use cars to do so.

Multimodal transportation plays a role in infrastructure planning on city road projects managed by the Engineering Department, planning review as part of the Development Review Committee, and providing regular transportation updates to the Sustainability Advisory Board.

The office's commitment is to improve traffic and pedestrian friendliness so that residents and visitors alike can enjoy our island car-free.

### FY 2022 HIGHLIGHTS

- Key West was rated among the top 10 small cities to bike by People For Bikes a national non-profit organization that advocates for biking.
- Duval Loop signage was refreshed to help teach riders how to find and ride the bus.
- The multimodal office championed adult cycling education and brought the first Cycling Savvy education class to Key West.
- Thousands of bike lights and bells were provided to bike riders to encourage safe cycling and passing habits.
- The Multimodal Transportation Office secured A \$500K Transportation Alternatives grant award from the Florida Department of Transportation to redesign and construct a barrier-free bike path through the Wickers Sports Complex on Kennedy Drive.

- The office helped manage the installation of 100 convenient bike parking spaces across the city with the assistance of the Community Services Department.
- Partnered with Florida Department of Transportation to expand non-motorized traffic counting and connected vehicle technology within the city. Connected vehicle technology will enable cars, trucks, buses, and other vehicles to “talk” to each other with in-vehicle or aftermarket devices that continuously share important safety and mobility information.
- The multimodal office contributed to roadway design including bikeway route-connectivity along United, Elizabeth, Greene and Caroline Streets.

### FREQUENTLY ASKED QUESTIONS

#### How can I get a city-owned bike rack installed?

Citizens may submit a variety of issues to the city via the [cityofkeywest-fl.gov](http://cityofkeywest-fl.gov) website. From the homepage, click on the Key West Connect link, which will display popular categories. Look for the image of a bicycle to find bicycling related topics. Once you complete the form, you'll have the opportunity to get updates so you can track your request through completion. For an even more convenient experience, download the Key West Connect app with your smartphone.

#### What can be done about speeding electric bikes?

Many Key West residents and workers commute by electric bikes and stand-up motorized scooters as affordable and eco-friendly alternatives to passenger cars. These riders are generally afforded the same rights and responsibilities as bicyclists by Florida State Law. Local ordinance restricts the usage of these vehicles on city sidewalks which are often too congested to accommodate faster speeds. Exceptions were made for electric bikes -- which must be labeled Class I, II, or III -- operating on sidewalks identified as Multi-Use Trails such as North Roosevelt Avenue provided they observe a speed limit of 15mph.

For more information, click the Car Free Key West link under City Departments on our website at [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov).

# TRANSPORTATION

## DEPARTMENT



**BUDGET: \$4,876,569**

# of employees: 39

**Director: Rod Delostrinos**

305-809-3910

[rdelostrinos@cityofkeywest-fl.gov](mailto:rdelostrinos@cityofkeywest-fl.gov)

The City of Key West Department of Transportation provides the community with the only fixed route and demand response mass public transportation service available throughout the City of Key West and Stock Island and operates daily shuttles to Marathon, Fla. In addition, the department also operates the free Duval Loop circulating bus in the Old Town Area, thereby reducing the number of automobiles on the small, busy, historic district streets. During emergencies, the department can provide countywide mass ground evacuation, mass casualty transport, and first responder support. Commitment to the community motivates the department to continually provide the safest, most efficient transit service possible.

### FY 2022 HIGHLIGHTS

- Initiated a project to integrate electric transit vehicles through a \$300,000 award from the Florida Department of Environmental Protection
- Awarded a highly competitive FDOT public transit service development grant that will fund 50 percent of some of the operations costs for the new on-demand transit service, saving the city \$250,000
- Provided Hurricane Ian emergency response by evacuating the Keys Overnight Temporary Shelter patrons to adequate shelter pre-storm and operating special daily shuttles for flood victims to a feeding center established at the Douglass Gym post-storm
- Established a partnership with the school district's Monroe Occupational and Vocational Experiences (MOVE) program; through the inaugural hire of a Key West High School student as the Transit Apprentice Mechanic, the student



receives transit maintenance technician training, gains valuable hands-on experience, and is afforded the opportunity to earn industry certifications

- Launched the on-demand transit service, "Key West Rides" decreasing passenger wait times and on-board trip times in Key West and Stock Island.
- Bus schedules and touchless fare payment: [kwtransit.com](http://kwtransit.com). Reduced fares: for students up to age 21; disabled/disadvantaged customers; U.S. Armed Forces active, retired, and dependents with government ID and seniors age 60 and older (proof of eligibility required). With the exception of the "Lower Keys Shuttle", Key West residents age 60 and older ride Key West transit buses fare-free (proof of eligibility required). 100% Service-Connected Disabled U.S. Armed Forces Veterans ride all system buses fare-free (proof of eligibility required). Anyone can purchase a bus pass on-board a bus or visit the Key West Transit Facility on College Road. Small pets in animal carriers are allowed on all buses. Service animals are always welcome.



The Key West Transit Facility is located at 5701 College Road, Key West. Questions or Feedback? Customer Service 305-809-8910 or email [KWDOT@cityofkeywest-fl.gov](mailto:KWDOT@cityofkeywest-fl.gov)



# THE KEYS AND KIA JUST GO TOGETHER



Kia of Key West

(305) 295-8646  
2826 ROOSEVELT BLVD  
KEY WEST, FL 33040  
[www.KiaofKeyWest.com](http://www.KiaofKeyWest.com)

# UTILITIES

## DEPARTMENT



**BUDGET: \$49,194,045**

# of employees: 8

**Director: Kelly Crowe, P.E.**

305-809-3752

utilities@cityofkeywest-fl.gov

Utilities operates and maintains the City's Sewer and Stormwater infrastructure as well as managing the solid waste and recycling contract. There are 8 City employees. City staff manages the contracts for both Jacobs (Wastewater Treatment Plant, Sewer collections and storm drainage system) and Waste Management (Solid Waste). The City's Utility infrastructure includes the following:

- Wastewater Treatment Plant (WWTP) rated to treat up to 10 million gallons per day
- 2 Deep Injection Wells (3,000 feet depth) to dispose of treated effluent
- 26 sanitary sewer pump stations
- 5 storm water pump stations
- 143 storm water gravity wells

### BY THE NUMBERS

- Treated and safely disposed over 1.64 billion gallons of wastewater
- Processed nearly 50,000 tons of solid waste
- Obtained and manages approximately \$20,000,000 in grant funding to supplement city generated revenue
- Actively working on nearly \$40,000,000 in capital projects

### FY 2022 HIGHLIGHTS

- Completed Compost Pilot
- Started evaluation of Waste to Energy program
- Dennis Street Pump Station operational
- Selected consultant for Fleming Key Directional Bore (main influent piping to WWTP)
- Added Asset Manager position at Wastewater Treatment Plant
- Coordinated with Engineering on drainage improvements at Greene and Elizabeth
- Incorporated new Sea Level Rise design criteria to the Storm Drainage Master Plan
- Started the design process on 10th and Harris Street Drainage and Sea Level Rise mitigation
- Improved collections at the Transfer Station yielding approximately \$250,000 in additional revenue
- Construction of the South Roosevelt Pump Station to begin in 2023. City staff worked closely with FDOT to ensure the pump station will account for sea level rise.



THE LOCAL MEN AND WOMEN  
OF WASTE MANAGEMENT TAKE PRIDE  
IN CALLING KEY WEST HOME.

THANK YOU FOR ALLOWING US TO BE YOUR COMMUNITY PARTNER.



**ONCE-A-WEEK** GARBAGE, TRASH AND RECYCLE

**OVER 180,800** CUSTOMER PICKUPS A MONTH

WE HAUL **3,890 COMBINED TONS** YARD WASTE, RECYCLING AND TRASH

OUR TRUCKS AVERAGE **MORE THAN 10,000 MILES PER MONTH**

COVERING AND SERVING THE COMMUNITY.



**WASTE MANAGEMENT**

**WASTE MANAGEMENT OF THE FLORIDA KEYS**

125 Toppino Industrial Drive • MM 8.5 • Rockland Key, FL 33040

**305.296.8297**

# ENGINEERING

## DEPARTMENT

The City of Key West Engineering Department, with a current staff of 8, oversees the design and construction of major projects, including buildings, parks, beaches, streets, and sidewalks. We develop long range infrastructure plans, coordinating closely with other agency partners such as the Florida Department of Transportation, Florida Keys Aqueduct Authority, Keys Energy, the U.S. Navy, and Monroe County.

The Engineering Department assists other city departments with studies associated with projects, planning and construction activities. The department also assists the public by reviewing site issues related to temporary right-of-way permits and building permit applications.

Engineering staff assists the Sustainability Advisory Board that advises city leadership on how to sustain city operations in the event of disaster or environmental threats. The department sits on the Development Review Committee in the Planning Department and coordinates and facilitates technical comments from city staff on development applications and other boards and committees as necessary.

The Engineering Department is committed to excellence and provides the best service possible to our community.

### FY 2022 HIGHLIGHTS

- Coordinated and supervised the repaving and sidewalk repairs along Whitehead and Front Streets.
- Began roadway design on:
  - United Street — Repaving, drainage improvements and sidewalk replacement between Whitehead and Grinnell Streets, including a new dedicated bike lane.
  - Caroline Street — Repaving, drainage improvements and sidewalk replacement between Whitehead and Elizabeth Streets, including a new dedicated bike lane.



**BUDGET: 27,098,647**

# of employees: 8

**Interim Director: Gary Volenec**

305-809-3828

gary.volenec@cityofkeywest-fl.gov

- Elizabeth and Greene Street blocks in Historic Seaport area — Repaving, drainage improvements, sidewalk replacement, lighting and hardscape between Whitehead and Grinnell Streets, including new dedicated bike lanes.
- Installed ADA-compliant sidewalks at the Truman Waterfront Park, and on Whitehead and Front Streets.
- Installed three blocks of new shoulder restoration on Duck Ave.
- Implemented one-way streets on Curry and Stump Lanes.
- Constructed new pavilions for the public to enjoy at Rest Beach.
- The City of Key West received a \$4.3-million federal government Housing and Urban Development grant to construct a new homeless facility, and the Engineering Department is working to finalize design for the Keys Overnight Transient Shelter, or KOTS. The project was approved using the city's major development review process.
- Under a long-standing agreement with the U.S. Navy, the Engineering Department provided administrative contracting support for the construction of the Navy port operations department's new boat wash at the Truman Annex base. The installation of the Outer Mole pier floating docks for the Navy's small boats was also completed.
- Made significant progress on planning for the installation of electric vehicle chargers in Key West.
- Managed the design of Garden View apartments which includes 104 units of affordable housing being constructed on College Road that will be managed by the Key West Housing Authority.

- The Fredrick Douglass Community Center was approved by the City of Key West Planning Board, and the design is proceeding.
- Truman Waterfront Park Phase 1B construction has been completed and includes new horse stables, a dog park, restrooms, snack bar, park storage and multipurpose playing field.
- Received design approval for revitalization of historic Clinton Square in front of the Customs House, and the project is being readied for bidding.
- The Engineering Department continues to participate in adaptability, resilience and sustainability planning for the City of Key West and meets with Monroe County and U.S. Navy representatives to address sea level rise and related effects on the city.
- The department continues work to achieve city strategic plan goals on sea level rise, streets and sidewalks, environmental protection, and traffic, bike, and pedestrian mobility

### FREQUENTLY ASKED QUESTIONS

#### **What sort of improvements is the city going to undertake to improve bike mobility in Key West?**

The city anticipates adding 120 convenient bicycle parking spaces during the next year. We are updating and improving our existing bike route wayfinding which will help guide visitors and citizens alike. We also expect to begin construction projects in the coming year that will include dedicated bike lanes with a buffer along parked vehicles that should improve the comfort and safety of everyone traveling by bicycle.

#### **What is the city doing about adaptation and resiliency to climate change?**

The city secured grants from a variety of sources for adaptation planning which will help prioritize, budget and fund projects over the next decade.

We established new design guidelines for all stormwater projects to address sea level rise estimations. We maintain partnership with Monroe

County and Fair Insurance Rates in Monroe – FIRM -- to help homeowners financially prepare for elevating their houses, including incorporating grant funding. We are actively working on grant-funded projects to make city buildings and infrastructure more resilient to storms and sea level rise.

#### **How do I know if I need a permit? What if I observe something in the city rights-of-way that needs attention?**

Residents and contractors are urged to contact the City of Key West Building Department through the city webpage or call them at 305-809-3954 and explain the nature of the project to determine if it needs a permit.

For any issues that you wish to have the city address in the rights-of-way, citizens may submit their observations to the city by using the [cityofkeywest-fl.gov](http://cityofkeywest-fl.gov) website. For example, "The sidewalk is broken in front of my house; how do I get this fixed?"

From the homepage, click on the prominent "Key West Connect" link which links to the See Click Fix feature. Simply scroll down and select the link for the issue. Confirm the location, snap a picture -- if using a phone to access the web -- and add any details. The issue will then be sent to the appropriate city staff member and tracked to completion.



# ACCOMPLISHMENTS OF THE CITY OF KEY WEST'S STRATEGIC PLAN

OCTOBER 2021 – OCTOBER 2022



## **PRIORITY 1: AFFORDABLE HOUSING**

### **Home Ownership and Rentals in Bahama Village**

With input from the Bahama Village community, the city passed a referendum and awarded a contract to AH Monroe to build 126 units of affordable housing, with 28 of the homes dedicated to ownership. The city also launched its first Home Ownership course, free and open to residents.

### **Preventing Illegal Transient Rentals**

The city purchased software, Rentalscapes, to track and put a stop to illegal transient rentals. Code enforcement is dedicating a staff member to oversee the process.

### **Housing Preservation and Transitional Housing**

The city dedicated \$175,000 for homeowners to repair their homes through Habitat for Humanity, and to AH Monroe to begin plans for building 100 units of permanent and transitional housing.

## **PRIORITY 2: SEA LEVEL RISE**

### **Detailed Data Collection on City Roads (LiDAR)**

The city joined forces with Monroe County to gather LiDAR data, a detailed measurement of all major roads on the island. The information will guide the city on a long-term plan for sea level rise

### **Projects to Address Flooding**

Millions of dollars were received in grants to mitigate flooding. The funds have been used for tidal valves, pump-assist injection wells, and storm-water improvements.

## **PRIORITY 3: ROADS AND SIDEWALKS**

### **Repaving**

With a budget of \$4 million per year dedicated to roads and sidewalks, the city repaved and where necessary, elevated roads.

## **PRIORITY 4: ENVIRONMENTAL PROTECTION**

### **Composting Pilot**

As part of a larger effort to better manage waste and contribute to the circular economy, the city engaged in a composting pilot to determine the potential to recycle and reuse yard waste.

### **Business Recycling Program**

The city is beta-testing a voluntary business recycling program at Key West Bight. Volunteers are trained and assigned to a business to help them recycle, right-size, and educate staff.

### **Purchasing Equipment to Monitor Nearshore Waters**

The city dedicated \$200,000 to the College of the Florida Keys to purchase equipment that improves the monitoring of pollution in our nearshore waters.



# KEY WEST FORWARD

## PRIORITY 5: CLEANLINESS

### Adopt a Spot and Ploggers

To engage community members to keep our island beautiful, the city started an Adopt-A-Spot program through which businesses and individuals clean up a specific area of the city weekly. A dedicated group of individuals called the Ploggers recruit volunteers and do major clean-ups around the city every week.

### An App for Community Members

The IT Department created an app called "Notify Me" that allows people to send a photo of a messy area or problem directly to city staff. Reports went from 20 to 175 per month.



### The Mayor's Beautification Committee

The Mayor revived the beautification committee, and has established an annual work plan that includes maintaining a beautiful cemetery, and initiating a smoking ban in public spaces.

## PRIORITY 6: TRAFFIC AND PEDESTRIAN FRIENDLINESS

### On-Demand Transit

The city launched an innovative program to reduce wait times and encourage more usage of our public transit system. Through On-Demand Transit, passengers can use an app to make transit aware they are waiting. Designated buses can pick up passengers "on demand." Within the first week, there were more than 600 requests for rides.

### Bike Racks and Greenway Improvements

To encourage alternative transportation, the city is making Key West more bicycle and pedestrian friendly. Staff installed and repaired 120 bike spaces and made road and signage improvements to the crosstown Greenway.

# PORT & MARINE

## SERVICES

The Port and Marine Services Department is comprised of the Port of Key West cruise ship dock; the Key West Historic Seaport which includes Key West Bight Marina, Key West Bight Ferry Terminal, and various upland properties; the City Marina at Garrison Bight, and the city's mooring field.

Although each division has a distinct function within the city, all have one feature in common: The commitment to managing and caring for the city's waterside facilities, both financially and environmentally. The Key West Historic Seaport and City Marina at Garrison Bight are enterprise funds which means they earn money for the City of Key West.

The Port and Marine Services Department manages all City of Key West marine infrastructure, including Mallory Pier and docks at City Marina at Garrison Bight and Key West Bight Marina.

The Key West Bight Marina is a full service, 149 slip marina that includes 70 transient slips, 70 commercial slips, and 9 live-aboard/recreational slips.

The City Marina at Garrison Bight has 243 slips including 109 live-aboard slips, 37 charter boat slips, 97 transient/recreational slips, and 149 moorings in the Key West mooring field.

The department also manages the shower and laundry facilities for both marinas, and the only dinghy dock facilities in Key West. The department also oversees 24 commercial upland structures at the Key West Historic Seaport.

Key West Historic Seaport generated over \$17 million in gross revenue in FY 22.

City Marina at Garrison Bight generated over \$3 million in gross revenue in FY 22.

### FY 2022 HIGHLIGHTS

- Completed structural assessments for Charter Boat Row, Angelfish Pier, and Ferry Terminal seawalls, ensuring the long-term viability of the city's hard assets.
- Obtained environmental resource permits for replacement of Schooner Wharf Floating Docks and H-2 Dock Extension at the Historic Key West Bight, enabling the maintenance and repair of these valuable piers.



**BUDGET: \$31,944,121**

# of employees: 34

**Director: Steve McAlearney**

305-809-3792

smcalearney@cityofkeywest-fl.gov

- Completed Tarpon finger pier extensions at City Marina, allowing greater resident access and vessel security.
- Installed new, swipe-access doors on live-aboard bathroom/shower facilities at City Marina at Garrison Bight.
- New pump out stations installed on Wahoo and Tarpon Piers at the City Marina at Garrison Bight, ensuring cleaner marina waters.
- Installed 3-phase power on E-dock for transient dockage at Key West Bight Marina.
- Added a commercial working shrimp boat, Miss Key West, to Key West Bight Marina in accordance with Bight Board efforts to highlight the working seaport component of this historic seaport.



For transient reservations at Key West Bight anyone interested may contact our Dockmasters Office by phone at 305 809-3983, by email at [keywestbightmarina@cityofkeywest-fl.gov](mailto:keywestbightmarina@cityofkeywest-fl.gov), or our online reservation system at [www.keywestbightmarina.com](http://www.keywestbightmarina.com).

For transient reservations at City Marina at Garrison Bight, the Dockmaster's Office may be contacted by telephone at 305-809-3981, by email at [gbdockmaster@cityofkeywest-fl.gov](mailto:gbdockmaster@cityofkeywest-fl.gov), or the online reservation system at [www.citymarinakeywest.com](http://www.citymarinakeywest.com).

To inquire about available properties to lease in the Key West Historic Seaport or other city-owned properties contact the city's Senior Property Manager at 305-809-3783.

# INFORMATION

## TECHNOLOGY



**BUDGET: \$1,526,739**

# of employees: 7

**Director: David Monroe**

305-809-3920

dmonroe@cityofkeywest-fl.gov

The Information Technology Department provides citywide support for City of Key West computer systems, telephone systems, online services and network management.

In fiscal year 2022 the department staff of seven employees focused on delivering improved online and mobile services so that conducting business with the city or finding information is just a click away.

### FY 2022 HIGHLIGHTS

- Managed AT&T FirstNet Implementation that upgrades the city network.
- Installed AT&T FirstNet Cellular Booster system to improve capabilities within the Key West Police Department and various other city offices.
- Replaced city datacenter servers.
- Provided drone flight services for Hurricane Ian recovery assessment efforts.
- Designed and posted content for city's emergency management website for the Key West Fire Department.

- Designed beach wedding information for the city website.
- Readied CivicRec Facility Scheduling software for future launch.
- Designed and posted a variety of helpful graphic information on the city's Graphic Information Systems, or GIS, website.
- Designed and posted an interactive webpage for transient/non-transient rental information on the city's Graphic Information Systems website.
- Designed and published on the city website information on Adaptation and Resilience for the city's Sustainability Coordinator.
- Provided design/layout assistance and emailed the City Manager's employee newsletters.
- Provided continuing support for various departmental newsletters.
- Began implementation of new fleet management software for the Community Services Department.

### HELP DESK SERVICES

- 2,526 support requests

### MEETINGS SUPPORTED:

- 160 broadcasted meetings
- 36 audio only meetings



# KEEP KEY WEST

## BEAUTIFUL

Keep Key West Beautiful is an affiliate of Keep America Beautiful. Under the direction of City Manager Patti McLaughlin and Keep Key West Beautiful Chair Dorian Patton, the program currently consists of the Mayor's Beautification Committee, Plogging The Keys and Key West Adopt-A-Spot.

Volunteers for all three groups donate their time and efforts for the beautification and betterment of our island paradise.

We would like to thank the following for their commitment to Keeping Key West Beautiful.



Roberta DePiero

### **PLOGGING THE KEYS COORDINATOR ROBERTA DEPIERO**

With Roberta's efforts in organizing regular Friday morning cleanups, 1,014 volunteers have collected and removed 6,321 pounds of trash, 98 gallons of cigarette butts and 638 pounds of recycling from Key West neighborhoods.





Marge Holtz

**ADOPT A SPOT  
COORDINATOR MARGE HOLTZ**

In one year Marge has coordinated the adoption of 16 new Adopt-A-Spots in the city of Key West with more underway.

**Thank you to all the “adopters” for their commitment to keeping Key West beautiful:**

- Debbie Steinberg
- Off the Charts Entertainment
- Rotary Club of Key West (Noon Rotary)
- Key West Sea Turtle Club
- USCGC Mohawk
- Keys Federal Credit Union
- Roger & Cindy McVeigh
- Ward & Meyers, LLC (CPAs)
- Key West Butterfly & Nature Conservatory
- Keller Williams Key West Compass Realty
- Historic Tours of America
- Southernmost Coconut Castaways
- Teri Johnston
- Nancy Coward
- Megan Vidovich
- Tiffany M. Pellicier



Julie Brown

**MAYOR’S BEAUTIFICATION COMMITTEE  
CHAIR JULIE BROWN**

Mayor Teri Johnston formed the Mayor’s Beautification Committee in August 2019 to raise awareness and community engagement in keeping our island pristine. “We have been blessed with incredible natural resources and venues in Key West that require maintenance and day-to-day attention beyond the capabilities of our Community Services Department.” All who enjoy our island have a responsibility to leave it better than we found it while respecting and protecting our environment.

The committee has collaborated with our Community Services department and dedicated volunteers to renovate city pocket parks, remove graffiti from public property, repaint benches and street signs and decorate garbage cans, recycling bins and dumpsters. In 2023, under the direction of Chair Julie Brown, the committee will tackle another four major projects to beautify our island.

# THEN & NOW

## KEY WEST



Mallory Square in the 1960s. Monroe County Library  
Mallory Square today. Dorian Patton/City of Key West



Custom House & Clinton Square in 1902. Monroe County Library  
Custom House today houses the Key West Museum of Art & History. Dorian Patton/City of Key West



1300 White St. was a school in 1970. Monroe County Library  
Key West City Hall stands today at 1300 White St. Mandy Miles/  
Keys Weekly



Southernmost Point in 1970. Monroe County Library  
Southernmost Point today. Alyson Crean/City of Key West



Truman Waterfront in 2012. Alyson Crean/City of Key West.  
Splash Pad at Truman Waterfront Park today. Alyson Crean/City of Key West



Strand Theater, 527 Duval St., in 1922. Monroe County Library  
Former Strand Theater now houses a Walgreens, though its historic sign was restored and remains. Dorian Patton/City of Key West



# CITY WORKERS

UNDERSTAND THE IMPORTANCE OF COMMUNITY





# CITY WORKERS

WORK FOR ALL OF US





# TOOL & EQUIPMENT RENTALS

**FSR**  
FOUR STAR RENTALS INC  
(305) 294-7171

# PARTY & EVENT RENTALS



- Backhoes • Bobcats
- Forklifts • Boom Lifts
- Scissor Lifts

- Air Compressors • Scaffolding
- Wood Chippers • Excavators
- Concrete Mixers
- Generators
- Pressure Washers



Delivery & After-Hours Service Available

**FSR**  
FOUR STAR RENTALS INC

We have what you need for your Party or Event!



- Tents, Tables & Chairs • Chocolate Fountains
- Frozen Daquiri Machines • Fine China & Chafing Dishes
- Glassware & Flatware • Wedding Arches
- Portable Bars • Bounce Houses • and much more!

5216 US Hwy 1 (on Stock Island) Key West, FL 33040 • (305) 294-7171 **FourStarRentals.com**

## NOTIFY ME!

Stay up to date with anything you want to know about the City of Key West! Meeting dates, traffic alerts, parking permits and more!

Just go to [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov) and click the "Notify Me" button!

Opt for email or text on the topic of your choice.



SCAN ME

Keeping the community informed!

See a problem? Whether it's a pothole or a parking issue, just take a photo and get it fixed with



SCAN ME





**CHARLEY TOPPINO & SONS, INC**

129 TOPPINO INDUSTRIAL DR.  
KEY WEST 305-296-5606

**MONROE CONCRETE**

155 TOPPINO INDUSTRIAL DR.  
KEY WEST 305-296-9934

1500 GULF 107TH ST.  
MARATHON 305-743-5800

[WWW.CHARLEYTOPPINOANDSONS.COM](http://WWW.CHARLEYTOPPINOANDSONS.COM)

**WE'VE BEEN  
A PROUD COMMUNITY  
PARTNER SINCE 1910.**

FROM OUR LOCAL FAMILY  
TO YOURS, THANK YOU  
KEY WEST FOR ALLOWING US  
TO SERVE THE HARDWORKING  
MEN AND WOMEN THAT  
MAKE UP OUR CITY STAFF,  
ALONG WITH OUR AMAZING  
FIRST RESPONDERS.

**VOTED BEST CONTRACTOR**  
2022 BUBBAS – KEY WEST  
PEOPLE'S CHOICE AWARDS



