

Agenda Item: 2.d

Meeting Date: September 4, 2025

MEMORANDUM

To: City Commission

Through: Jennifer K. Bramley, City Manager

From: Jennifer K. Bramley City Manager

Date: 2025-08-27

Subject: Letter of Intent: Dunedin Boat Club and Sailing Center Project

Presenter(s): Jennifer K. Bramley, City Manager; and Jorge M. Quintas, P.E., Deputy City Manager

Staff Recommendation: Commission approval of a Letter of Intent (LOI) between the City of Dunedin and the Dunedin Boat Club.

Strategic Themes: Community Amenities; Environmental Resiliency & Sustainability; Infrastructure Planning and Growth

Boards & Committees: N / A

Budget Impact: Subject to private Fund Raising efforts, potential future funding for public restroom facilities and related plans review / construction administrative services to be discussed and allocated through future budget cycles.

Past Action: N / A

Next Action: Use Agreement and Design Review documents, at such time said documents are prepared and submitted for City review and concurrence.

Attachments: [A. DBC and Sailing Center Letter of Intent Final_Partially Executed.pdf](#)
[B. Club House Rendering.pdf](#)

Background: The former Dunedin Boat Club (DBC) building, located on the western peninsula of the Dunedin Marina, was substantially damaged during Hurricane Helene on September 26, 2024, and Hurricane Milton on October 9, 2024. The building was demolished in May 2025 due to the extent of the damage caused by those two back-to-back storms. Since that time, members of the Boat Club Board of Directors have been meeting regularly with City Administration to collaboratively forge a path towards

construction of a new Boat Club and Sailing Center on the same site.

Before commencing an extensive fundraising campaign and prior to dedication of any additional City staff time, staff is requesting that the City Commission endorse the City's commitment to locate the new Boat Club and Sailing Center on the peninsula, and designate a timeframe for the fundraising campaign. To that end, members of the Boat Club, City staff, and the City Attorney's office drafted the attached "Letter of Intent" (LOI) which memorializes commitments of all parties for the Commission's review and approval.

Those commitments are summarized as follows:

- ~ The Pinellas Community Foundation (PCF) will hold, manage, and disperse funds for the sole benefit of the Dunedin Boat Club project;
- ~ DBC will establish a fund agreement with PCF to accept, hold, and distribute charitable contributions for the purpose of building the Sailing Center;
- ~ The Boat Club and Sailing Center will be a multi-use-use City owned building, which will be home to Dunedin Youth Sailing Association, Dunedin Windlasses, and the Dunedin Boat Club;
- ~ The City will own and maintain the building after construction;
- ~ DBC will manage the daily use of the building;
- ~ The Parties acknowledge that the DBC and partners' fundraising target will be determined based on cost estimates provided by the DBC's architect and/or engineer, and reviewed by the CITY, and may be adjusted as necessary in accordance with a written Memorandum of Understanding (MOU);
- ~ DBC and partners shall have three (3) years from the date of signing this LOI to raise sufficient funds, with an option for a one (1) year extension, subject to approval by the City Commission;
- ~ The CITY agrees to enter into a Use Agreement upon completion of the Sailing Center with the DBC for a period of fifty (50) years, renewable in perpetuity, for \$1 per term year; and
- ~ The CITY's financial exposure for this facility will be limited to the costs of public restroom construction within the Boat Club / Sailing Center.

The DBC has submitted the attached rendering for review by the City. Renderings and plans will be subject to review by the Architectural Review Committee and the Development Review Committee.

As such, staff hereby recommends the Commission review and approve the referenced Letter of Intent (LOI) between the City of Dunedin and the Dunedin Boat Club, as detailed herein.