

# MINUTES

## CITY OF KEY COLONY BEACH CITY COMMISSION SPECIAL MEETING

Wednesday, January 6, 2021 9:30 a.m.  
Marble Hall & Virtually via Zoom Conferencing

- 1. Call to Order, Pledge of Allegiance, and Roll Call:** The special meeting of the Key Colony Beach City Commission was called to order by Mayor Sutton at 9:30 a.m. followed by the Pledge of Allegiance.  
Present: Mayor Ron Sutton, Vice Mayor Patricia Trefry, Secretary/Treasurer Kathryn McCullough, Commissioner John DeNeale, and Commissioner Tom Harding.  
Also Present: City Clerk Rebecca Todd, Executive Assistant Saara Staten, City Attorney Dirk Smits (Virtually), Police Chief DiGiovanni (Virtually), Building Official Gerard Roussin, and Building Inspector Greg Lawton.  
Public – 15 (Virtually) 2 (Marble Hall)
- 2. Additions, Changes or Deletions:** None.
- 3. Resolution 2021-01 Declaration of Emergency Powers:** City Attorney Smits read proposed Resolution 2021-01. Commissioner DeNeale suggested to include that the initial declaration is to be ratified at the next City Commission meeting. The Commission unanimously agreed to make that change. Commissioner McCullough requested for the Mayor/Administrator to continue providing a COVID-19 update at the Regular Commission Meetings.  
**MOTION:** Motion made by Commissioner DeNeale, seconded by Mayor Sutton to approve Resolution 2021-01 with the requested change.  
**ON THE MOTION:** Roll Call Vote. Unanimous approval.
- 4. COVID-19 Update:** Mayor Sutton reported Key Colony Beach has a total of 24 COVID-19 cases. As of January 5<sup>th</sup>, Monroe County added 40 COVID-19 cases, totaling 5 hospitalizations, and 35 deaths. The vaccine summary is available on the Florida Department of Health website. To date, Monroe County has 486 vaccinated residents.
- 5. Extension of Declaration of Local Emergency:** Mayor Sutton presented the City of Key Colony Beach 45<sup>th</sup> Declaration of Local State of Emergency for COVID-19.  
**MOTION:** Motion made by Commissioner Trefry, seconded by Commissioner McCullough to approve the City of Key Colony Beach 45<sup>th</sup> Declaration of Local State of Emergency.  
**ON THE MOTION:** Roll Call Vote. Unanimous approval. (9:39 a.m.)
- 6. Commissioner Items for Discussion/Approval:** Commissioner DeNeale reported an effective internal Staff meeting regarding Code Enforcement procedures. Commissioner DeNeale will forward the Commission and Staff a PowerPoint presentation for the scheduled January 7<sup>th</sup> Code Enforcement Workshop. Commissioner DeNeale questioned what topic points will be discussed at the legislative meeting. Mayor Sutton briefed Commissioner DeNeale on issues to be discussed such as home rule issues, City Hall funding, etc. Commissioner McCullough thanked City Attorney Smits for drafting Resolution 2021-01. Commissioner McCullough also questioned what the response has been to the City Administrator Ad. City Clerk Todd reported a few inquiries and one application being received. The Commission scheduled a Workshop to review and revise the City Administrator job description on Thursday, January 14<sup>th</sup> at 1:30 p.m. City Clerk Todd was instructed to distribute the current City Administrator job description as requested until the new document is created and approved. City Clerk Todd will forward the City Administrator job descriptions to City Attorney Smits and the Commission.

7. **Citizens Comments:** James Laconti, 250 Sadowski Causeway, requested an update on the new City Hall building. Mayor Sutton reported still dealing with FEMA for funding. The Commission encouraged Mr. Laconti to visit the website at [www.keycolonybeach.net/city-hall-faq-2/](http://www.keycolonybeach.net/city-hall-faq-2/) to view the approved plans and answers to frequently asked questions regarding City Hall.

**Adjournment**

The meeting adjourned at 10:04 a.m.

Respectfully Submitted,

*Saara V. Staten*

Saara V. Staten (on behalf of City Clerk Rebecca Todd)  
Executive Assistant