

MINUTES

KEY COLONY BEACH

CITY COMMISSION REGULAR MEETING

Thursday, July 22, 2021 9:35 a.m. or at the Conclusion of the Public Hearing
Marble Hall & Virtually via Zoom Conferencing

1. **Call to Order, Pledge of Allegiance, Prayer, and Roll Call:** The regular meeting of the Key Colony Beach City Commission was called to order by Mayor Sutton at 9:45 a.m. followed by the Pledge of Allegiance and Prayer. *Present:* Mayor Ron Sutton, Vice Mayor Patti Trefry, Commissioner Kathryn McCullough, Commissioner John DeNeale and Commissioner Tom Harding. *Also Present:* City Administrator Dave Turner, Executive Assistant Saara Staten, Utility Clerk Pat Hyland, City Attorney Dirk Smits, Building Official Gerard Roussin, Building Inspector Greg Lawton, and Police Chief Kris DiGiovanni.
Excused: Fire Chief John Johnson
Public – 11 (Virtual) 8 (Marble Hall)
2. **Citizen Comments and Correspondence:** None.
3. **Approval of Minutes:** The Commission unanimously approved the minutes from the City Commission Regular Meeting on July 8, 2021.
4. **Agenda Additions, Changes, Deletions:** None.
5. **Special Requests:** None.
6. **Committee and Staff Reports:**
 - A. **Marathon Fire/EMS:** No Report.
 - B. **Recreation Committee:** No Report.
 - C. **Beautification Committee:** No Report.
 - D. **Disaster Preparedness Committee:** No Report.
 - E. **Planning & Zoning Board:** No Report.
 - F. **Code Enforcement Board:** No Report.
 - G. **Utility Board:** Utility Board Treasurer Freddie Foster provided the June 2021 report. Twenty-four property transfers were completed resulting in \$4,300. One resident is in arrears for five quarters. Utility Clerk Hyland continues to attempt to collect on five accounts for the last quarter. Two sewer connections were completed in the amount of \$11,250. The Utility Board continues to work with U.S. Water Dave Evans on using grant funds. The Utility Board approved Wastewater Warrant 0621 in the amount of \$91,152.83 and Stormwater Warrant 0621 in the amount of \$8,301.49. The Utility Board approved the replacement of the cast iron piping across Sadowski Causeway bridge in the amount of \$15,000. The Utility Board voted to utilize the Stewardship Grant in the amount of \$400,000 towards stormwater repairs. The Utility Board approved the Wastewater and Stormwater proposed budget at the last meeting.
 - H. **Police Department:** Chief DiGiovanni reported since the last meeting there was 1 report: a reckless driver that turned into a DUI arrest. KCBPD responded to 3 medical calls, provided backup to MCSO 7 times, received 18 miscellaneous calls, and responded to phone calls text messages on Tipline, along with road patrol, boat patrol and vacation watch program. KCBPD will be patrolling the water during lobster mini season. On Saturday, July 24, KCBPD will be handing out flyers regarding lobster mini season regulations to visitors.
 - I. **Building Department/Public Works:** Building Official Roussin reported Public Works continued work on road striping throughout the City. Public Works will be installing road signage on Coral Lane and Clara Boulevard. The Building Department received a new house application and two applications for demolition and rebuild. Building Official Roussin reported Building Inspector Lawton beginning safety inspection for the Business tax

season. Building Official Roussin urged property managers and owners to schedule their safety inspection as soon as possible to avoid a delinquent fees after October 1st.

J. City Secretary/Treasurer: No Report.

K. City Clerk: No Report.

L. City Administrator: City Administrator Turner reported meeting with Iberia Bank Representatives to discuss financing options for City Hall. While attending the Beautification meeting, City Administrator Turner met Florida Friendly Landscape Architect who expressed interest in assisting in City Hall landscaping plans. City Administrator Turner stated this may make the City eligible to receive grants for landscaping. KCBPD and City Administrator Turner patrolled city water to identify the signs that are unenforceable. KCBPD will be enforcing Florida Statute rather than Key Colony Beach Code and changing the signs to a manatee zone. LIVS Associates updated the site plan adding additional parking for the facility. Mayor Sutton requested Chief DiGiovanni be included in future LIVS Associates meetings. Commissioner McCullough expressed concern with the distance of the handicap parking to the building. City Administrator Turner has worked on the budget that will be presented at the Special Meeting to follow. City Administrator Turner will be interviewing City Clerk candidates and presenting a recommendation at the next Commission meeting. All not chosen for the City Clerk position will be consider for the Assistant City Clerk position. The CRS workgroup meets monthly and at the last meeting the group identified the goal of reaching CRS level 5 giving a 25% discount throughout the City. Effective July 1st, Senate Bill 60 prohibits any unanimous code complaints. City Administrator Turner will confer with City Attorney Smits on the effects to the City and new procedures.

7. Items for Discussion /Approval:

A. Discussion of Ordinance Amendment to Planning & Zoning Advertisement Requirements: Commissioner McCullough expressed concern with timeframe between the Planning & Zoning Hearing and City Commission Public Hearings. Commissioner McCullough requested a specific timeframe in between meetings be required. City Attorney Smits recommended to determine the amount of time requested between both meetings. Commissioner Harding stated the meetings would be separated by at least 30 days.

MOTION: Motion made by Commissioner McCullough, seconded by Mayor Sutton to proceed with Planning & Zoning advertisement changes.

ON THE MOTION: Roll call vote. Unanimous Approval.

8. Approval of Warrant: Warrant 0621 in the amount of \$453,297.78

MOTION: Motion made by Commissioner McCullough, seconded by Vice Mayor Trefry to approve Warrant 0621 in the amount of \$453,297.78.

ON THE MOTION: Roll call vote. Unanimous Approval.

9. Ordinances and Resolutions: None.

10. Commissioner Reports: Commissioner Harding attended the Local Flood Mitigation meeting. FEMA is requesting all qualified applicants fill out a Notice of Interest Form for future grants. Commissioner Harding will complete that on behalf of the City. Commissioner Harding also attended the Monroe County Master Transportation Plan where the focus is bicycle safety. Commissioner Harding also attended the Florida City Turnpike Widening meeting where Florida City business owners expressed great concern with decreasing business in that area. Commissioner DeNeale continues to work on the canal maintenance plan and will be presenting to the Commission when complete.

11. City Attorney Report: City Attorney Smits reported conferring with County Attorney Bob Shillinger regarding specialty licenses. Monroe County's current interpretation is that if you currently have a specialty license no action will be taken in October 2021. City Attorney Smits stated all 1,900 specialty licenses in Monroe County remain valid and able to pull permits, however, new licenses will not issued. City Attorney Smits continues to work on Cost Recovery and is surveying other cities to compare their fees.

The meeting adjourned at 10:31 a.m.

Respectfully Submitted,

Saara V. Staten

Saara V. Staten, Executive Assistant