

# MINUTES

## KEY COLONY BEACH CITY COMMISSION REGULAR MEETING

Thursday, June 11, 2015 9:30 a.m.

City Hall Auditorium

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 Ellis at 9:30 a.m. followed by the Pledge of Allegiance and Prayer.

*Present:* Mayor Jerry Ellis, Vice-Mayor Ed Wovas, Commissioner Geraldine Zahn, Secretary Treasurer Jim Pettorini, Commissioner Ron Sutton. *Also Present:* Attorney Tom Wright, City Clerk Cathy Henninger, Police Chief Kris DiGiovanni, Building Official Ed Borysiewicz and Fire Chief John Johnson. *Public:* 12

2. **Approval of Minutes:** Commission Meeting May 28, 2015 Approved as submitted.

3. **Special Request:** None.

4. **Committee and Staff Reports:**

**A. Marathon Fire/EMS** – Chief Johnson stated there were 4 calls to Key Colony Beach in the past two weeks. They consisted of 2 medical calls and 2 public assistance calls.

**B. Recreation Committee** – No report.

**C. Beautification Committee** – No report

**D. Disaster Preparedness Committee** – Ed Borysiewicz stated the generator will be tested under full load next Friday June 19<sup>th</sup>, in the afternoon.

**E. Planning & Zoning Committee** – No report.

**F. Utility Board** – Chairmen Teague stated the Board toured the sewer plant this past week to become familiar with the plant and its features. They are preparing for the first budget workshop on July 7th. The newly installed meter is being read manually at the plant and an automated reader will be installed by the end of the month.

**G. Police Department** – Chief DiGiovanni reported there was a burglary to a vessel on 12<sup>th</sup> Street that remains under investigation. 4 medical/alarm calls were handled at the Glunz Resort, Continental Inn, Sadowski Causeway and a private residence on 3<sup>rd</sup> Street. 14 calls assisting the Monroe County Sheriff's Officers with 4 suspicious activity calls; open gate and door checks; disabled vehicles; battery and domestic battery calls; medical assistance; trespassing calls and traffic stops. Examples of the 18 miscellaneous calls within the City within the past two weeks are: assists with sinking vessels, boat lifts, noise complaints, reckless driving, lost pets, suspicious people and vehicles, trespassing complaints and cable and phone lines down. The Officers continue their vacation watch order program; daily business checks; traffic enforcement, bicycle and vehicle patrol.

Officer Griffith is completing his certification as a Child Safety Seat Technician and will be certified to install car seats through the City child seat loaner program. Chief DiGiovanni thanked Kathryn McCullough for her assistance in researching the Craig's List fraudulent advertisements on Key Colony Beach properties with Officer Griffith. He advised if you advertise your vacation rental on line, you may want to check Craig's List periodically to ensure your home or condo is not being advertised by someone else. If you discover a fraudulent advertisement Craig's List will remove it for you. The 10<sup>th</sup>

Annual Kids Fishing Derby is Wednesday June 17th and they have reached their capacity for the event. The Police Chief is keeping a stand-by list. Please contact the Police Chief or City Hall if you wish to be added to the wait list.

**H. Building and Public Works** – Ed Borysiewicz reported Joey Boucher continues to work on the trailer parking area with the Mayor. Computer lines have been run (in City Hall) for the installation of the Causeway camera. Termite activity was noted during the installation so Ed will be gathering estimates for termite remedies for the Commission's consideration. Three (3) sea turtle nests have been noted and reported to the Fish and Wildlife authorities for monitoring. It is required that the beach fronts of the Keys be monitored daily by trained staff to ensure the nesting environment is not disturbed and that outside lighting is off as to not disorient the turtles. It is anticipated in approximately 55 days new turtles will be making their way to the ocean. The building department "new construction" fee is being voted on at this meeting to align the City with similar cities fees and to account for increased administrative expenses. The balance of the building permit fees will remain the same.

**City Secretary/Treasurer** – Jim Pettorini stated that the financials of the City remain in good shape. He stated the training class he attended for newly elected municipal officials was very well done. He stated the instructors provided good information on the sunshine law as well as the financial responsibilities of the elected officials. He stated the instructors did a very good job of explaining the diverse make up of Florida municipalities. He explained the Commission pre-budget workshops explored good options to generate income to the City other than ad valorem tax. He explained the review process of the commercial and vacation rental licenses and the development of a new fee structure.

**J. City Clerk**- Cathy Henninger stated the new website is up and active. The site functionality is being improved upon with Melanie Rider's assistance. Kathryn McCullough brought to Cathy's attention the "points" accrued on the City credit card. Options are similar to personal cards, gifts, airline and hotel tickets, or credit to the account. The City is going with a credit to the account of \$1,150.00 for the next billing cycle. Cathy suggested Kathryn be recognized for this cost savings alert to the City with a financial recognition award. Budget preparation work is underway within the office staff. The Tax Collectors Office of Monroe County has a new "turn in" hotline in place for vacation rental properties that are not registered or paying the appropriate tax. If they receive a turn in on a property of the City, our Code Enforcement Officer Ed Borysiewicz will be notified for follow up. Iberia Bank is offering the direct debit feature to our utility customers. Please watch the website for future information. The City will again participate in the Put It Down Campaign-to raise awareness to not text and drive. A kick-off meeting is scheduled for July 16, 2015 in Marathon to plan the campaign.

5. **Unfinished Business:** None.

6. **Items for Discussion/Approval:**

A. Mittauer- Storm Water update-Commissioner Sutton explained that he has reviewed the west side of the island for the proposed areas for deep injection wells should funding become available. Mike Tibble of the Mittauer firm was in the City for the wastewater update presentation.

7. **City Administrator Items for Discussion/Approval**

Ocean Landing dba Key Colony Beach Marina purchase proposal-Mayor Ellis discussed the letter from Mr. Fisher offering to sell the Marina property to the City. The Commission discussed the financial investment involved. They discussed the limitations if grant funding is utilized for such a purchase. After much discussion, the consensus of the Commission was the City is not in a financial position to make such an investment at

this time. They did express their appreciation for the offer. A letter will be prepared for response.

B. Castille & DeFoor update – Mayor Ellis stated he had a good conversation with the consultants and they now have an official meeting set with the DEO Secretary to discuss the City’s situation. Mayor Ellis stated that he is hopeful the meeting produces something meaningful for the City. He anticipates we should have some new information for the next Commission meeting.

8. **Ordinances and Resolutions- First Reading –Ordinance 445-2015** Election Qualifying Date –Attorney Wright read the ordinance by title only. He explained this is to allow for the change in the qualifying period to match the one time change to the election date for the City.

**Motion:** Made by Mayor Ellis, seconded by Vice-Mayor Wovas to approve the Ordinance 445- 2015 Election Qualifying

**On the Motion:** Approved by unanimous consent of the Commission.

Cathy noted copies of both Resolutions are on the front row of the audience chairs.

**Reading of Resolution 2015 –01** Building Permit Fee Schedule, Attorney Wright read the resolution title aloud. Ed Borysiewicz explained the change to the permit schedule is for new building permits only. This new building permit fee will be in effect on June 25<sup>th</sup>.

**Motion:** Made by Commissioner Zahn and seconded by Commissioner Pettorini, to adopt the new building permit fee schedule with the amendment that it will become effective June 25, 2015.

**On the Motion:** Unanimous approval by consent from the Commission.

**Reading of Resolution 2015-02** Miscellaneous Fee Schedule – Attorney Wright read the resolution of the miscellaneous fee schedule by title only. Mayor Ellis stated that the Commission had reviewed this schedule in great detail at the pre-budget workshop. He asked if the public had any questions concerning the new fees.

**Motion** made by Commissioner Sutton, seconded by Vice-Mayor Wovas to adopt the resolution 2015-02 miscellaneous fee schedule effective today, June 11, 2015.

**On the Motion:** Unanimous approval by consent of the Commission.

9. **Warrant for May 2015**

**Motion** made by Vice-Mayor Wovas, seconded by Commissioner Sutton to approve the warrant in the amount of \$262,864.00 for the month of May 2015.

**On the Motion:** Unanimous approval by consent of the Commission

10. **Commissioner Reports and Comments:** Vice-Mayor Wovas stated that the spending on the wastewater equipment purchases is on track and under what has been authorized thus far. Commissioner Zahn stated she will continue to monitor the work being done by Heather Crutthers concerning fracking and a possible resolution. She will report to the Commission as more is learned. Commissioner Pettorini stated that the fee schedules had not been reviewed in a long time and the Commission worked diligently on the fees changed. He stated efforts were made to treat similar properties the same in establishing the fee structure. He acknowledged that the annual number of visitors to the State of Florida is over 90 million people and there is a real impact to the infrastructure as a result of those visitors which must be considered in the fee structure. Mayor Ellis stated he will be on vacation June 17 through July 1<sup>st</sup>. He stated Vice-Mayor Wovas will chair

the Commission meeting on June 25<sup>th</sup>. Commissioner Zahn stated that she too would be on vacation over the next two weeks.

10. **City Attorney Report:** Attorney Wright stated that there is no pending litigation or issues for the City at this time.

11. **Correspondence and Citizen Comments:** Cathy reported that Dr. Singer emailed inquiring about the website and asking for copies of minutes. Mr. Dovetko inquired as to the size and location of the address that is required to be posted on the canal side of properties in the rental pool.

Meeting adjourned at 10:25 p .m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cathy Henninger".

Cathy Henninger, City Clerk

**Note: These minutes are unofficial and have not been formally approved by the Commission. The approval will be at the next scheduled Commission meeting.**

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