

MINUTES
KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Thursday, December 10, 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 Jerry Ellis at 9:30 a.m. followed by the Pledge of Allegiance and Prayer.

Present: Mayor Jerry Ellis, Secretary Treasurer Jim Pettorini, Vice-Mayor Ron Sutton, Commissioner Geraldine Zahn and Commissioner DeGraw. *Also Present:* City Clerk Cathy Henninger, Building Official Ed Borysiewicz, and Police Chief Kris DiGiovanni. *Excused:* Fire Chief John Johnson. *Public:* 5

2. **Approval of Minutes:** Commission Meeting November 24, 2015 Approved as submitted.

3. **Special Request:**

4. **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 Committee –Variance Irene Epperson 100 12th –Ed Borysiewicz stated that the Planning and Zoning Board recommended the variance be granted for the detached guest house with two conditions. The restrictions are that a unity of title must be filed and no washer, dryer, dishwasher or range is permitted in the detached structure.

Motion: Made by Commissioner Zahn, seconded by Commissioner Pettorini to approve the variance with the two conditions of a unity of title is to be filed and no washer, dryer, dishwasher or range is permitted in the detached structure.

On the Motion: Unanimous approval.

F. Utility Board –Mayor Ellis provided the following update: the concrete slab for installation of the dewatering box at the wastewater plant has been completed. Plumbing work will be completed for this project shortly. The dewatering box will be delivered after the first of 2016. 9th Street salt water intrusion repairs are ongoing and have been hampered by the heavy rains.

G. Police Department – Chief DiGiovanni responded to 3 medical/alarm calls: Casa Clara, 8th Street and Tarpon Creek at the Causeway. Key Colony Beach Officers assisted the Monroe County Sheriff's Office with 9 calls including: suspicious vehicles and persons, serving court papers, car burglary (county) medical call at the Island Restaurant and report of a man with a gun at 107 Avenue. 10 miscellaneous calls were responded to by Key Colony Beach Officers ranging from barking dog complaints; suspicious persons (5), vehicle on the beach (Casa Clara) and a welfare check call. 8 traffic warnings were issued and 1 traffic citation was issued in this same time frame. Chief DiGiovanni reported the City is hosting the AARP Driver Safety Program again this year. It is scheduled for February 4, 2016. Dee Horner is the instructor again this year. Please watch the web site for more information as it becomes available. The class is held in the Conference Room of City Hall. Chief DiGiovanni expressed his thanks to all the Commissioners and Tom Wright for hosting the Christmas Dinner at Key Colony Inn.

His staff had a wonderful evening. Vacation watch orders, daily business checks, traffic enforcement bicycle and vehicle patrol are also ongoing.

H. Building and Public Works –Ed Borysiewicz reported he expects to receive requests for new building permits after the first of the year, 13th Street and West Ocean Drive. He reported the rain at the golf course was measured at 13 inches during the past week. Alex Landscaping provided a quote for 3 trims of the mangroves along the Causeway. Mayor Ellis stated that Gonzales Landscaping was also asked for a quote and declined. They stated they did not have the needed equipment for the job. The Commission asked if Alex’s Landscaping had the necessary equipment and it was confirmed they do. The payment for the first cut/ trim will be paid for from the landscape maintenance budget and the balance from contingency per Mayor Ellis.

Motion: Made by Vice-Mayor Sutton, seconded by Commissioner Pettorini to authorize the Mayor to sign the agreement with Alex’s Landscaping for 3 cuts over the period of a year at a cost of \$7,000.00.

On the Motion: Unanimous approval.

I. City Secretary/Treasurer –Commissioner Pettorini stated the monthly financials are running as expected.

J. City Clerk- Cathy Henninger reported the city received confirmation that \$570,068.00 (Mayfield Grant) will be deposited into the City account tomorrow. The balance of the receipts for expenditures on wastewater plant upgrades have been submitted to the DEO for reimbursement as well (maximum 1 million). The office staff are working with and gathering data for the new grant writer. The first grant application has been submitted and we will hear on that grant in June 2016. The permitting process for the dewatering box (wastewater improvement) has been approved. The City audit is underway and the auditor has been on sight reviewing files and online reports twice in the past two weeks. Jesse Panuccio has resigned as the Director of the DEO effective January 8, 2016. The Commission had worked extensively with him to ensure the building rights of the City are protected. Cathy thanked the Commissioners and Tom Wright on behalf of her staff for a lovely evening at Key Colony Inn for Christmas.

5 **Unfinished Business:** None.

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

A. Parking Bumpers- Commissioner DeGraw asked for clarification of the new repainted “official business” designation on the bumpers nearest the City Hall entrance. Commissioner DeGraw stated that there is no legal basis for the signage restriction. He explained there is no basis for the officers to enforce such a limitation. Mayor Ellis stated that all but two have been painted over and that the intent was to allow spaces for City business access. Morning parking can be at quite a premium with the exercise classes. Mayor Ellis asked for consensus from the Commission to leave the two suggestion parking restriction bumpers in place and the Commission agreed.

B. Posting of Minutes Procedure-Commissioner DeGraw-Commissioner DeGraw requested the Commission rescind the policy decision of providing a first draft review of the minutes by Commissioners prior to posting for the public. He stated this was double work and very little has been changed or corrected from this process. The Commission agreed by consensus to change the policy, directing the clerk to post the draft minutes to the web site once they are completed.

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

A. Grant Writer Proposal – Mayor Ellis presented the 5 projects that can be pursued by grant applications if the Commission agrees. They are: A Small Community Wastewater Grant; FDEP Grant for public restrooms or trees; Holliman Price Foundation for trees; Police One Grant for department vehicle and/or equipment and the National Fish & Wildlife Grant for water quality improvements. These grants are in varying amount with or without matches for the City. The Commission agreed by consensus to approve the grant writer to begin the application process on the 4 of the 5 presented grant applications. The Police One grant is not being pursued at this time.

8. **Ordinances and Resolutions**-None.

9. **Warrant Approval November 2015** –

Motion: Made by Commissioner Zahn, seconded by Vice-Mayor Sutton to approve the warrant for November in the amount of \$249,781.00.

On the Motion: Unanimous approval.

10. **Commissioner Reports & Comments**: Vice-Mayor Sutton wished everyone a Merry Christmas and a Happy New Year. All the Commissioners echoed those sentiments and Commissioner Zahn stated that she is grateful for all the hard work of the City staff.

11. **City Attorney Report**- Attorney Wright stated that the City has no pending litigation. He explained that the Ledon property lien will be satisfied by the work of Attorney Malafy and the check will be submitted to the City shortly.

12. **Correspondence and Citizen Comments**: Cathy reported on two letters: George King had complaints on building activity and landscaping and Meredith McDonald 7th Street requested an update on the 7th Street canal project. George Lees, E. Ocean reminded everyone of the Boat Parade this Sunday evening and party for the boat captains and crew. He asked if there would be an opportunity to recoup some funds on the amount spent on the new palm tree plantings with these grants. Mayor Ellis stated the City will look into that.

Meeting adjourned at 10:15 a.m.



Respectfully submitted,
Cathy Henninger, City Clerk, CMC

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