

MINUTES
KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Thursday June 13, 2019 9:45 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 DeNeale at 9:46 a.m. followed by the Pledge of Allegiance and Prayer.

Present: Mayor John DeNeale, Vice Mayor Ron Sutton, Secretary/Treasurer Patti Trefry, and Commissioner Kimmeron Lisle. *Also Present:* City Administrator Chris Moonis, City Clerk Kathryn McCullough, Assistant City Clerk Becky Todd, City Attorney Tom Wright, Police Chief DiGiovanni Excused: Building Official Gerard Roussin and Fire Chief John Johnson. Public - 17

2. **Approval of Minutes:** The minutes of the May 9, 2019 Regular Commission Meeting were approved by acclamation.

3. **Agenda Additions, Changes, Deletions** – City Administrator Chris Moonis requested an addition under his report to discuss an estimate received from DOT Palm.

4. **Special Requests:** None

5. **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. **Utility Board:** No report

G. **Police Department:** Chief DiGiovanni recommended promoting Officer Jefferson Rodriguez to Corporal and provide a \$1.00 pay increase. Chief DiGiovanni gave a presentation highlighting the accomplishments and excellent performance of Officer Rodriguez since his hire date of September 18, 2017. City Clerk Kathryn McCullough pinned the Corporal badge on Officer Rodriguez.

Chief DiGiovanni reported that since the last meeting the police department responded to one report with the Department of Children and Families for care of an elderly woman on 2nd St., 8 medical and alarm calls, provided back up to the MCSO 14times, and answered 17 miscellaneous calls. Along with road patrol, boat patrol, vacation watch order the Click it or Ticket wave program went well. The 14th Annual Kids Fishing Derby went

great for the 50 kids that signed up. He thanked all the volunteers for their support. The Chief read a thank you letter addressed to Sergeant Smith from a resident for his response and support during her husband's medical emergency and subsequent death. Chief DiGiovanni reported that his new police vehicle has arrived.

Chief DiGiovanni provided a quote in the amount of \$9,870.00 and requested permission to purchase 2 in car video systems that were budgeted from infrastructure last year.

MOTION: Motion made by Vice Mayor Sutton, seconded by Commissioner Trefry, to approve the purchase of 2 in car video cameras for the amount of \$9,870.00.

ON THE MOTION: Roll call vote. Unanimous approval.

H. Building Department/Public Works: No Report

I. City Secretary/Treasurer: No Report

J. City Clerk:

1. Designation of Signers for Bank Accounts and City Investments to Replace Kathryn McCullough with Rebecca

MOTION: Motion made by Commissioner Tracy, seconded by Vice Mayor Sutton, to approve the signer on the accounts and city investments from Kathryn McCullough to Rebecca Todd

ON THE MOTION: Unanimous approval.

2. Designation of Signers for Safe Deposit Box to Replace Kathryn McCullough with Debra Nickel

MOTION: Motion made by Commissioner Trefry, seconded by Mayor DeNeale, to approve the safety deposit box designation of signers from Kathryn McCullough to Debra Nickel

ON THE MOTION: Unanimous approval.

3. Discussion/Approval of Budget Calendar

Assistant City Clerk Becky Todd reported that the Budget Schedule has been adjusted and requested the commission to review their calendars to ensure they have no conflicts with these dates. The original date scheduled to adopt the initial millage rate must change and suggested a special committee meeting be called after the first budget workshop.

K. City Administrator:

Addition to Agenda – Discussion of DOT Palm Estimate

City Administrator Moonis introduced an estimate for \$2600 from DOT Palm to perform some specialty trimming of the Australian Pines on the golf course recommended by golf course manager Daryl Rice. If approved public works will observe the procedure so that in the future they can perform the service.

MOTION: Motion made by Commissioner Trefry, seconded by Commissioner Lisle, to approve the invoice from DOT Palm for \$2600 for trimming the Australian Pines.

ON THE MOTION: Unanimous approval.

1. Administrator Evaluation Date June 27, 2019 Commissioner's Meeting

City Administrator Moonis reported he expects to have the updated evaluation sheet to the commissioners by Monday June 17th and would like to schedule individual discussions with the commissioners to review their evaluations before the public discussion on June 27th. None of the commissioners had an issue with that schedule.

2. Fence Install Date at Sunset Park (TBD)

City Administrator Moonis reported the fence arrived several weeks ago and is awaiting arrival of official specifications and data that City Engineer Osborne can stamp his approval. It is projected that the fence will be installed by July 1st.

3. Sunset Park Bathroom Bids Received & Award of Bid City Administrator Moonis reported that 3 bids were received on the project from Ed Sims, Design Center, and JRC Pro. The low bidder is JRC Pro and his research determined that they are highly recommended and his request is to approve their bid in the amount of \$56,900. \$36,000 will be reimbursed under the grant approval from the Tourist Development Council.

MOTION: Motion made by Vice Mayor Sutton, seconded by Mayor DeNeale, to approve JRC Pro for the amount of \$56,900.

ON THE MOTION: Roll Call Vote. Unanimous approval.

4. Discussion/Approval of City Clerk Compensation City Administrator Moonis requested approval for \$70,000 annual compensation City Clerk, Rebecca Todd effective July 1st.

MOTION: Motion made by Vice Mayor Sutton, seconded by Mayor DeNeale, to approve a salary of \$70,000 for incoming City Clerk Rebecca Todd effective July 1st.

ON THE MOTION: Roll Call Vote. Unanimous approval.

5. A&E for City Hall RFQ Bid Opening June 21, 2019 City Administrator Moonis reported 3 bids have been received for services under the A&E for City Hall. The bid opening is going to be June 21st. He will have a preliminary recommendation on firms for the commission at the next meeting. Mayor DeNeale inquired if there has been a response from Mittauer & Associates who have a history with the City. City Administrator Moonis stated they are aware of the bid and he will follow up with them regarding their submittal.

6. Tallahassee Trip Update City Administrator Moonis reported on his meetings with the Cabinet and Governor. Discussions revisited the areas of critical concern, and some projects and rule makings. He also visited with the Department of Emergency Management and had discussions regarding the debris removal plan. Vice Mayor Sutton inquired about the status of the \$150,000 in the proposed state budget allocated to Key Colony Beach for City Hall reconstruction. At the time the City Administrator was there the Governor had not received the proposed budget from the legislature.

7. IBTS Contract Letter City Administrator Moonis requested approval of a draft letter to IBTS prepared by Attorney Wright. Attorney Wright explained there are provisions to terminate with cause and provisions to terminate without cause in the IBTS contract. The letter states the contract will not be renewed which is termination without cause. To terminate with cause requires notification which is what the proposed letter serves as. Attorney Wright affirmed, upon approval, the letter will be emailed and mailed certified return receipt.

MOTION: Motion made by Commissioner Tracy, seconded by Mayor DeNeale, to approve the termination letter to IBTS

ON THE MOTION: Roll Call Vote. Unanimous approval.

8. Discussion/Approval to Join American Flood Coalition City Administrator Moonis recommended the commission approve joining the American Flood Coalition. The City of Marathon, the City of Key West and 33 other municipalities have been invited.

MOTION: Motion made by Commissioner Tracy, seconded by Commissioner Trefry to approve joining the American Flood Coalition

ON THE MOTION: Unanimous approval.

6. Commissioners Open Discussion:

A. Commission Leadership Positions, Planning: Mayor DeNeale requested the commissioners begin considering the role they would be willing to perform on the commission when the next organizational meeting is held in December. He has enjoyed his position as Mayor and would like to pass the opportunity to perform as Mayor on to one of the fellow commissioners.

7. Items for Discussion /Approval:

A. Discussion/Approval of Cancellation of July 25, 2019 Commission Meeting: Mayor DeNeale recommended cancelling the July 25th commission meeting due to it being such a hectic time of year with the budget cycle and “mini lobster season”.

MOTION: Motion made by Mayor DeNeale, seconded by Commissioner Tracy to cancel the July 25, 2019 Commission Meeting

ON THE MOTION: Unanimous approval.

8. Approval of Warrant:

MOTION: Motion made by Commissioner Trefry, seconded by Vice Mayor Sutton, to approve Warrant No. 0519 in the amount of \$342,180.36

ON THE MOTION: Unanimous approval.

9. Ordinances and Resolutions:

A. **Ordinance No. 2019-461 Amending Chapter 6, Section 7 (1) aligning the failure to begin work with the Florida Building Code and eliminating Chapter 6, Section 7 (4).** City Attorney Wright read the ordinance by title only.

MOTION: Motion made by Commissioner Tracy, seconded by Mayor DeNeale, to approve the first reading of Ordinance 2019-461.

Discussion: Mayor DeNeale recommended amending the ordinance to not state that there is not an extension of the initial 180 day period so that it aligns with Florida Building Code. Attorney Wright concurred that by amending subsection 1 to read that “An appeal can be made to the city commission for one (1) ninety-day extension prior to expiration of the initial period” eliminating the “180 day” will keep the ordinance in align with Florida Building Code.

MOTION: Motion made by Mayor DeNeale, seconded by Vice Mayor Sutton, to approve the first reading of Ordinance 2019-461 with the noted amendment.

ON THE MOTION: Roll call vote. Unanimous approval.

B. Ordinance No. 2019-462 Amending Chapter 14, Section 5.1, removing connection fees for demolished and redeveloped properties: City Attorney Wright read the ordinance by title only.

MOTION: Motion made by Commissioner Trefry, seconded by Commissioner Tracy, to approve the second reading of Ordinance 2019-462.

ON THE MOTION: Roll call vote. Unanimous approval.

10. Commissioner Reports: Commissioner Tracy thanked Commissioner Trefry for setting up the trip to the National Weather Service in Key West. Commissioner Lisle stated that she has a concern about the very limited places to fish from land within the City. After extended discussion amongst the commission it was concluded that Commissioner Lisle will research options and provide the commission with recommendations at the first commission meeting in August. Mayor DeNeale reminded everyone that tomorrow is Flag Day. Please remember to fly your American flag.

12. City Attorney Report: City Attorney Wright reported no pending or threatened litigation at this time.

13. Citizen Comments and Correspondence: Assistant City Clerk Todd reported receiving a letter from the Department of Health inviting everyone to attend the Access to Care Meeting on June 20th at the Florida Keys Area Health Education Center. The City of Key West forwarded a copy of Resolution No. 19-164 banning glyphosate.

Andrea Garcia, Ocean Dr. resident, thanked the commission for all their work and for the Fishing Derby that her daughters participated in. She also requested that if fishing locations are established in the city that the Wild Bird Center be contacted for assistance to have disposal boxes for monofilament line as well as informative signs.

The meeting adjourned at 10:45 a.m.

Respectfully submitted,

Rebecca Todd, Assistant City Clerk