

**MINUTES**  
KEY COLONY BEACH  
CITY COMMISSION REGULAR MEETING  
Thursday January 23, 2020 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 DeNeale at 9:30 a.m. followed by the Pledge of Allegiance and Prayer.  
*Present:* Mayor DeNeale, Vice Mayor Ron Sutton, Commissioner April Tracy and Commissioner Kimmeron Lisle. *Also Present:* City Administrator Christopher Moonis, City Clerk Rebecca Todd, Attorney Richard A. Malafy, Building Official Gerard Roussin, Building Inspector Greg Lawton, Corporal Rodriguez, Public Works Supervisor Michael Guarino and Executive Assistant Saara Staten.  
*Excused:* Secretary/Treasurer Patti Trefry, City Attorney Tom Wright, Police Chief DiGiovanni, and Fire Chief Johnson. Public – 16.
2. **Approval of Minutes:** The minutes of the November 26, 2019 City Commission Meeting, December 12, 2019 City Commission Meeting, January 9, 2020 City Commission Public Hearing, and the January 9, 2020 City Commission Meeting were approved by acclamation.
3. **Agenda Additions, Changes, Deletions:** None
4. **Special Requests:**
  - A. **St. Patrick's Day Parade** - Jack Crowley stated the St. Patrick's Day Parade will be held Tuesday, March 17<sup>th</sup> beginning at 4:30 p.m. on 15<sup>th</sup> Street Circle. Last year, the largest St. Patrick's Day Parade was held in Key Colony Beach with 80 entries in total.  
**MOTION:** Motion made by Vice Mayor Sutton, seconded by Mayor DeNeale to approve the St. Patrick's Day Parade on March 17, 2020.  
**ON THE MOTION:** Roll Call Vote. Unanimous Approval
  - B. **Florida Keys SPCA Paws in the Park** - Tara McFarland stated she is the Director of the Florida Keys SPCA in Marathon and requested approval to conduct their annual Florida Keys SPCA Paws in the Park Walk on March 14<sup>th</sup> between 11am-1pm. The Police Department and Public Works will coordinate with one another to assure a smooth event.  
**MOTION:** Motion made by Commissioner Tracy, seconded by Commissioner Lisle to approve the Florida Keys SPCA Paws in the Park fundraiser on March 14, 2020.  
**ON THE MOTION:** Roll Call Vote. Unanimous Approval
  - C. **Citizenserve** - Cliff Rydell presented his request for involvement and cooperation with staff and Citizenserve directly to possibly improve the program to meet Key Colony Beach's needs. The Commission supported his initiative.
5. **Committee and Staff Reports:**
  - A. **Marathon Fire/EMS:** No Report.

**B. Recreation Committee:** No Report.

**C. Beautification Committee:**

**1. Member Resignation/Appointment:** Greg Burke stated Janie Byland has resigned as member and chairperson of the Beautification Committee. The committee voted for him to replace Janie Byland as chairperson and for Glenda Cantrell to fill the member vacancy position and serve as co-chairperson.

**MOTION:** Motion made by Commissioner Lisle, seconded by Vice Mayor Sutton to appoint Glenda Cantrell to the Committee.

**ON THE MOTION:** Roll Call Vote. Unanimous Approval

**D. Disaster Preparedness Committee:** No Report.

**E. Planning & Zoning Board:** Chairperson Joey Raspe stated they are preparing a proposal on Land Development Regulations revisions. February 19<sup>th</sup> is the next regular Planning & Zoning meeting where they will be able to vote on, approve, disapprove, or revise the proposed changes. Commissioner Lisle questioned whether they were going to propose a fixed number or a percentage increase for height restrictions. Chairperson Raspe stated preliminarily it looks like it will be a set number rather than a city-wide increase. They were originally considering an increase to 38 feet but because of the proposed increases from FEMA and Florida Building Code to flood elevations they are now considering a 40' maximum height restriction. Mayor DeNeale stated there will be other LDR changes considered in relation to the building height increase such as impervious material, stormwater runoff, seawall heights, etc. Commissioner Lisle expressed concern of overcompensating at 40 feet and the aesthetic issues it could cause.

**F. Utility Board:**

**1. Retention Pond -** Tom DiFrancisco reported the Utility Board instructed Mittauer & Associates to research the possibility of removing the retention pond. South Florida Water Management District reported the city cannot eliminate the retention pond but it could be relocated. The Utility Board then instructed Mittauer & Associates to continue their research and provide any information on further geotechnical studies needed for the city to hire a contractor to proceed in repairing the compacted retention pond. Mittauer & Associates research results and recommendations for corrective action are expected within a month.

**2. Reclaimed Water Study –** Tom DiFrancisco reported the Utility Board considered increasing R/O water usage to the Entrance Park, Eastside Park and Sunset Park. The Mittauer & Associates study of this proposal determined the expansion of the R/O system would be more costly than purchasing the water from the Aqueduct Authority therefore the board recommends not pursuing the expansion at this time. A water tank inspection will be done to determine its condition and expected service life. If the tank needs to be replaced the board will consider a larger replacement tank to provide increased capability.

**3. Harn Proposal: R/O System Maintenance:** Tom DiFrancisco reported corrosion has been discovered in the stainless-steel piping causing leaks in the components that connect the R/O system. A letter from U.S. Water states because these are replacement parts for an existing unit Harn R/O Systems, Inc. is the only provider they are aware of. The Utility Board requests commission approval for the purchase and installation of new piping for \$29,184.62 from Harn R/O Systems which is in the budget. City Administrator Moonis stated the purchase, being over \$25,0000, maybe subject to bidding requirements. The concern is whether to waive the bidding requirements if there is only a single supplier. Attorney Malafy stated there must be some level of comfort that they are a sole provider because if there is a secondary provider and it isn't put out to bid the city would technically be in violation of its code.

**MOTION:** Motion made by Vice Mayor Sutton, seconded by Mayor DeNeale to advertise a request for proposal for the replacement of the R/O pipes.

**ON THE MOTION:** Roll Call Vote. Unanimous Approval

**G. Police Department:** Police Officer Rodriguez stated since the last meeting there have been 4 reports, they responded to 3 medical calls, provided backup to other agencies 9 times, and received 13 miscellaneous calls. Background investigations continue regarding the applicant for the police officer position and Chief DiGiovanni is in the process of scheduling future interviews with other applicants.

**H. Building Department/Public Works:** Building Official Roussin introduced the city's new Public Works Supervisor, Michael Guarino and reported Public Works has finalized the mangrove cleaning; the drains at the top of Sadowski Causeway, Clara, and Coral Lane have been cleaned out by Public Works with the assistance of the City of Marathon's vacuum truck; the recognition plaque for the Sunset Park restroom has been installed; and Public Works is performing routine maintenance cleaning of all drains throughout the city. The coconuts have been removed from the trees at Sunset Park and repairs to the city boat trailer are almost complete. Building Official Roussin reported the Building Department has been attending Land Development Regulation workshops and are in the process of completing the CRS annual report which provides the flood insurance discount throughout the city. The Building Department will be attending the January 29<sup>th</sup> FEMA flood map review meeting in the City of Marathon and they are almost prepared for the city's town hall meeting. They haven't received any new building applications however they are currently reviewing the Key Colony Beach Club building permit application. The city engineer had an issue with something on the plans but Key Colony Beach Club, their engineer, and the city engineer are addressing it and hope to have it corrected in the next two weeks so the permit can be issued for them to finish the reconstruction.

**I. City Secretary/Treasurer:** No Report.

**J. City Clerk:** City Clerk Todd reported utility bills for January thru March service were mailed and approximately 75% of those have been paid. Currently there are about 300 accounts signed up for autopay. Comcast & KCS Technical will move the main computer server to the City Hall Administrative trailer location which will provide for faster

computer performance. Assistant City Clerk Michelle Farr has scheduled the 2020 Property Manager classes with the next one taking place in March.

#### **K. City Administrator:**

**1. Economic Development Report** - City Administrator Moonis presented a preliminary Economic Development report for Key Colony Beach. It is intended to start discussion and frame some critical issues within the community to discuss in depth. Some preliminary areas identified within Key Colony Beach to focus attention are as follow (not inclusive):

- Identify available undeveloped land for re-purpose (both owned and not currently owned)
- Workforce Housing Initiatives (Comp. Plan - Pgs. 10-11)
- Incentivizing property owners to redevelop existing structures
- Enhancing local government services and amenities to improve quality of life (e.g. Conservation)
- Public-Private Partnerships to redevelop properties (e.g. Marina)
- Acquisition of Land for redevelopment to include additional greenspace
- Identifying State and Federal Programs to assist the local government and citizens for redevelopment (e.g. CDBG-DR Funding)
- Create a Key Colony Beach Forever Fund
- Creating a local economic development agency to address Key Colony Beach issues specific
- Working with Monroe County to partnership on land acquisition and other programs
- Working closer with Marathon to synergize on area that benefit both municipalities
- Look for companies and consultants that provide professional services to provide enhanced benefits to Key Colony Beach and budget for them approximately

Next steps to be taken, without objection, is to take selected bullet points from above or any other issues recognized by the Commission and work to acquire details and relevant data into a white paper for discussion once a month at the Commission meetings. Commissioner Lisle stated her support for this initiative to ensure the future of our community will be a welcome place for new families with children and not all or a majority of the real estate sales to go to investors that turn it into a vacation rental. The community needs to be a welcome place for permanent residents.

**2. City Hall Update** - City Administrator Moonis stated things are progressing with FEMA. Architect Tony Rosabal, LIVS Associates, has preliminary design plans for the new City Hall he would like present for review at a February 6<sup>th</sup> meeting. Secondly, he proposes meeting the second Monday of each month to present updates to and receive input and direction from the Commission. The Commission agreed by acclamation to the February 6<sup>th</sup> meeting and requested an estimate from Mr. Rosabal as to expected timeframe until finalized plans could be submitted to FEMA.

**3. Florida Keys Day Tallahassee Trip** - City Administrator Moonis stated the lobbyist is working on an agenda. On February 3<sup>rd</sup> meetings are set up beginning at 11 a.m. to meet with the Offices of Disaster Recovery at the Florida Department of Economic Development. The Deputy Director for Disaster Recovery is also trying to coordinate meeting with the FDEM and the Resiliency Office of the State of Florida. He has already scheduled meetings with the lobbyists, Senator Flores and Representative Rascheim during the Florida Keys Day event on February 4<sup>th</sup>. Mayor DeNeale stated his intention to elicit support from the Resiliency Officer, DEM, and DEP for the bill to assist making City Hall more resilient. Commissioner Lisle requested release of FEMA funds be addressed in Tallahassee as well.

**6. Commissioners Open Discussion:** N/A

**7. Items for Discussion /Approval:** N/A

**8. Approval of Warrant:** N/A

**9. Ordinances and Resolutions:** N/A

**10. Commissioner Reports:** Commission Tracy stated residents have expressed interest to install an AED in the pickleball court area. City Administrator Moonis stated the Police Department and Fire Department are working to create a solution to install an AED on the pickleball court and addressing liability issues for such an installation. Commissioner Tracy stated there are citizen concerns most city staff does not live in Key Colony Beach. City Administrator Moonis stated throughout his career he has not seen residency requirements for any employee except for the City Manager/Administrator. To regulate staff to live in Key Colony Beach would be difficult due to extremely high rent prices. City Clerk Todd stated no applications have been received from a Key Colony Beach resident. Commissioner Lisle stated workforce housing could be addressed when reviewing economic development options.

Mayor DeNeale stated the Florida Keys National Marine Sanctuary Advisory Council will be having a public meeting on the 24<sup>th</sup> and/or 25<sup>th</sup> of March to receive recommendations for updates to the blueprint.

**12. City Attorney Report:** N/A

**13. Citizen Comments and Correspondence:** Joey Raspe, Fishing & Boating Club, stated February 17<sup>th</sup> is the annual clambake. The Police Department usually assists in changing the parking from parallel to diagonal on that day for more people to be able to park. The Commission approved by acclamation.

The meeting adjourned at 10:51 a.m.

Rebecca Todd, City Clerk