

MINUTES
KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Thursday March 12, 2020 9:35 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 9:36 a.m. followed by the Pledge of Allegiance and Prayer.

Present: Mayor John DeNeale, Vice Mayor Ron Sutton, Secretary/Treasurer Patti Trefry, Commissioner April Tracy and Commissioner Kimmeron Lisle. *Also Present:* City Administrator Christopher Moonis, City Clerk Rebecca Todd, City Attorney Tom Wright, Police Chief DiGiovanni, Fire Chief Johnson, Building Official Gerard Roussin, Building Inspector Greg Lawton and Executive Assistant Saara Staten.
Public – 16

2. **Approval of Minutes:** The minutes of the February 27, 2020 Regular Commission Meeting were approved by acclamation.

3. **Agenda Additions, Changes, Deletions:** The Commission added Coronavirus Update as Item B under Commissioners Open Discussion.

4. **Special Requests:**

Volunteer Appreciation: Volunteer Appreciation was designed to recognize our volunteers throughout the City. Mayor DeNeale reported during visits to Tallahassee he has tried to explain our city and they don't understand how we run so well with such a small staff. He responds we have over 40 volunteers that run our various boards and committees which amazes them. The Commission thanked Key Colony Beach volunteers for their dedication and hard work.

5. **Committee and Staff Reports:**

A. Marathon Fire/EMS: Fire Chief Johnson stated since his last report there have been 8 medical calls, 3 internal fire alarms, and 1 good intent call.

B. Recreation Committee: Chair Ted Fischer reported increasing demand for use of recreation facilities. To accommodate players, hours of use have been scheduled for the tennis courts to be shared with pickleball players and bocce ball groups have set their own schedule alternating days of play. The recreation committee has interest in facility expansion to be jointly funded by public and private funds. Bocce ball courts are at full capacity of 80 players on Monday's and Thursday's with approximately 115 people wanting to play. Recreation committee member Bill Fox would like to build a fifth bocce ball court next year to be funded by donations from Key Colony Beach Fishing & Boating Club, private donors, players assisting in the construction, and a small amount from the city's recreation budget. Ted Fischer requested the Commission encourage Marathon City Council to create pickleball courts for their residents and thanked Key Colony Beach Police and Marathon Fire Rescue for their quick response and assist in saving the life of a resident

who experienced a potentially fatal issue on the pickleball court. The recreation committee received \$2,800 in donations for the purchase and installation of an AED at the pickleball courts. The first 30 person CPR training session is being held 1:00 p.m. – 3:00 p.m. today in Marble Hall.

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 stated since the last meeting there have been 2 reports, they responded to 9 medical and alarm calls, provided backup to MCSO 8 times, and received 9 miscellaneous calls. The police department will present an Identity Theft and Scam Awareness Program for the public at 5:00 p.m. March 25th in Marble Hall. Chief DiGiovanni reminded everyone the Sadowski Causeway Bridge will be closed March 13th from 2pm – 2:05pm for the 7-meter Bridge Run.

H. Building Department/Public Works: Building Official Roussin reported they are awaiting stencils for “Do Not Block the Intersection” at Sadowski Causeway and Clara Blvd. Upon arrival the Building Department will coordinate with the Police Department to close that side of the street to complete the project. Building Official Roussin stated Public Works did a great job setting up Key Colony Beach Day 2020. They are awaiting the certificate of origin from the manufacturer for the new UTV to obtain the registration. Letters for turtle nesting season will be sent out next week. Save-a-Turtle foundation will provide beach walker service to the City during turtle nesting season since most condos let their beach walker license lapse. Beach walkers for turtle nests are required in order to keep the city’s beach raking permit open with the State. The cost for this service has not yet been provided. Key Colony Beach Club is undergoing a change of product for their building and once the paperwork is received the permit should be issued quickly. The Building Department has received many inquiries regarding the Oceanfront Condominium property. Building Official Roussin has been unable to contact the Board of Directors and is going to investigate to determine if a violation needs to be issued. Resident Lin Walsh provided the Commission the definition of blight per the City of Key Colony Beach Code of Ordinances and a list of major concerns with photos in reference to the condition of the Oceanfront Condominium property. Building Official Roussin stated the property will be addressed during the regularly scheduled code enforcement on Monday. Commissioner Lisle stated a list of the current Condo Board of Directors can be obtained at www.sunbiz.org. Attorney Wright offered his assistance in obtaining that information for the Building Official. Mayor DeNeale requested Building Official Roussin to schedule a disaster preparedness workshop in May on lessons learned from Hurricane Irma and procedural changes for future hurricanes.

I. City Secretary/Treasurer: No Report.

J. City Clerk: City Clerk Todd reported Utility Clerk Pat Hyland has diligently collected on past due accounts the most delinquent of which were 1000 West Ocean Dr. for \$1,140 and 640 11th Street for \$780. A lien release has been issued for both. There currently are no accounts over 30 days past due. Preliminary interviews were conducted for the Administrative Assistant position and second interviews have been scheduled for several of the most qualified candidates. A matured CD in the enterprise fund was renewed at 1.75% and a matured general fund CD was renewed at 1.5%.

K. City Administrator:

1. Survey – City Hall & Grounds Invoice – J.P. Grimes – City Administrator Moonis requested approval of J.P. Grimes invoice in the amount of \$5,680 for the survey completed for the replacement of city hall as required by LIVS & Associates architect. A copy of the survey has been provided to Building Official Roussin. The invoice reflects a 20% discount to the City.

MOTION: Motion made by Commissioner Trefry, seconded by Commissioner Tracy to approve the J.P. Grimes invoice for \$5,680.

ON THE MOTION: Roll Call Vote. Unanimous Approval.

2. Florida Keys Diesel Repair – Wastewater Plant Radiator Assembly – City Administrator Moonis requested approval to purchase a wastewater plant radiator assembly in the amount of \$12,935.05. Normally the Utility Board would vote to approve this first and present a recommendation to the Commission for approval. However, due to the urgency of this purchase Utility Board Chairperson Dalton agreed to send it directly to the Commission for approval.

MOTION: Motion made by Vice Mayor Sutton, seconded by Mayor DeNeale to approve the purchase of the wastewater plant radiator assembly in the amount of \$12,935.05 for the repair of the generator in the sewer plant.

ON THE MOTION: Roll Call Vote. Unanimous Approval.

3. Website Update – City Administrator Moonis reported the successful transition of webmaster to KCS Technical Services. The city website is online and ADA compliant. KCS is in the preliminary stages of building a new improved website for the city. Mayor DeNeale requested a short bio of the Commissioners to be included in the new website.

4. Legislature Appropriation Update - \$500,000 – City Administrator Moonis reported the Senate and the House have included \$500,000 for KCB city hall replacement in their respective appropriation budgets. These are submitted to conference committee to construct a final budget to the Governor for approval. The conference committee will cut items from the budgets and the Governor can veto line items as well. City Administrator Moonis & Mayor DeNeale are working with the lobbyist and drafting letters to the

Governor's office and other departments to inform them of the importance of this appropriation to Key Colony Beach if the conference committee submits the appropriation.

5. Land Development Regulations Revisions – The Planning & Zoning Board have completed their final recommendations for changes to the City's Land Development Regulations. These recommendations, the meeting minutes and staff's original recommendations will be forwarded to the Commission for consideration. The Commission requested a Public Hearing on March 26th 5:30 p.m. to review the recommended Land Development Regulation Revisions.

6. Commissioners Open Discussion:

A. 63rd Annual Key Colony Beach Day wrap-up

Mayor DeNeale expressed his appreciation for everyone's efforts that made Key Colony Beach Day a success including attendees, the Community Association, police, building department, public works, fire department, and Fishing & Boating Club.

B. Coronavirus Update

Mayor DeNeale stated he has been monitoring the coronavirus and is alarmed at how quickly it spreads. Governments have already taken special considerations for affected areas. The City Administrator placed hand sanitizer in city offices. Mayor DeNeale requested important links to the CDC, Emergency Management, etc. be placed on the website. Commissioner Trefry stated she attended a conference from the White House yesterday and the main message was that every American citizen has a responsibility to their community and country. We need to be aware and do our part practicing social distancing. City Administrator Moonis stated there are test kits in Monroe County for those eligible for testing. The Commission directed the staff to purchase a video camera for electronic meetings if they become necessary. The staff and commission will be monitoring the situation and making decisions appropriately.

7. Items for Discussion /Approval: None

8. Approval of Warrant: Warrant 0220 in the amount of \$552,924.37

MOTION: Motion made by Commissioner Trefry, seconded by Commissioner Lisle to approve Warrant 0220 in the amount of \$552,924.37.

ON THE MOTION: Roll Call Vote. Unanimous Approval.

9. Ordinances and Resolutions: None

10. Commissioner Reports: Commissioner Tracy wanted to acknowledge the letter received from Cynthia Catto, Chair of the Women's Golf League, complimenting the golf course and manager Darryl Rice and listing some additional needed updates.

11. City Attorney Report: No Report

12. Citizen Comments and Correspondence: Greg Burke requested the Commission waive the engineering for the new Key Colony Beach entrance sign. Mr. Burke believes since it is an “existing sign” it should not require engineering. Building Official Roussin stated since it is a new sign it must be engineered per Florida Building Code 17. The Commission requested Building Official Roussin to contact City Engineer Osborne again and if he’s unable to complete the engineering to invite Tom Timmons from Key West to engineer the sign and possibly consider the position of co-engineer for the city. Kathryn McCullough stated during her service as City Clerk she requested Mr. Timmons consider the co-engineer position and he declined.

13. Zoning 101: City Administrator Moonis explained basic definitions, processes, and rules of zoning. Building Official Roussin explained definitions, changes, and examples of basic flood zoning.

The meeting adjourned at 11:51 a.m.

Respectfully Submitted,

Rebecca Todd

Rebecca Todd
City Clerk