

MINUTES
KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Thursday April 9, 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 John DeNeale and Vice Mayor Ron Sutton.

Present Virtually: Secretary/Treasurer Patti Trefry, Commissioner April Tracy and Commissioner Kimmeron Lisle.

Also Present: City Attorney Tom Wright, City Clerk Rebecca Todd, and Executive Assistant Saara Staten.

Also Present Virtually: City Administrator Christopher Moonis, Police Chief DiGiovanni, Building Official Gerard Roussin, Building Inspector Greg Lawton.

Excused: Fire Chief Johnson.

Public Virtually – 34.

2. Policy Action Item:

A. Electronic Meeting Policy: City Administrator Moonis presented the City of Key Colony Beach Temporary Rules for use of communications media technology during COVID-19 emergency. These rules are promulgated pursuant to the authority set forth in Executive Order 20-69 issued by Governor DeSantis on March 20, 2020. City Administrator Moonis stated input for the policy was received by City Attorney Wright who has been working with county and municipal attorneys on these procedures. City Administrator Moonis recommended the Commission approve the proposed policy changes to avoid any issues hosting commission meetings virtually during the State of Emergency. Attorney Wright reported the Governor requested for local governments to adopt a policy and this policy reflects that which was adopted by the County. His recommendation is to approve the policy.

MOTION: Motion made by Vice Mayor Sutton, seconded by Mayor DeNeale to approve the proposed Electronic Meeting Policy.

ON THE MOTION: Unanimous Approval.

3. Approval of Minutes: The minutes of the March 12, 2020 Regular City Commission Meeting, March 12, 2020 City Commission Public Hearing, March 16, 2020 City Commission Emergency Meeting, March 20, 2020 City Commission Emergency Meeting, March 21, 2020 City Commission Emergency Meeting, March 27, 2020 City Commission Special Meeting, and April 3, 2020 City Commission Special Meeting were approved by acclamation.

4. Agenda Additions, Changes, Deletions: N/A

5. Special Requests: N/A

6. 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 stated since the March 12th commission meeting there have been 3 reports: a petty theft, a fraud, and a death investigation. They responded to 4 medical and alarm calls, provided backup to MCSO 9 times, and received 22 miscellaneous calls. In addition to boat patrol and vacation watch program the Police Department has been patrolling the streets and parks ensuring residents are abiding by the regulations regarding COVID-19. The police officers have their temperatures taken by the Monroe County Sheriff's Office and a thermometer has been ordered for the KCB Police Department office to monitor their status on site.

H. Building Department/Public Works: Building Official Roussin gave thanks to Mr. Erosa from 12th Street for the donation of a gallon of hand sanitizer and homemade face shields provided to the Police Department and to Onboard Band-It and Joshua Gratton for the donation of buffs being worn by Public Works. The Building Department has been working with Chief DiGiovanni patrolling two or three times per week to monitor vacation rental properties. There have been different cars at some properties but follow up has determined the occupants to be the owner indicating there are secondary home owners who are frequently visiting the island. Public Works conducts two rounds of cleaning and sanitation per day throughout the city. They still await the arrival of PPE essentials from Key West Chemicals.

I. City Secretary/Treasurer: Commissioner Trefry stated through February the City has collected 89% of ad valorem taxes, year to date expenses are at 36.4%, and year to date income is approximately \$756,000. The City has recently received over \$868,000 for Hurricane Irma reimbursements from federal and state authorities that will be reflected on future financial statements.

J. City Clerk: City Clerk Todd thanked the administrative staff for their hard work during this difficult situation. Daily progress updates are being provided to the City Administrator and then forwarded to the City Commission.

K. City Administrator:

1. Irma Reimbursement Update: City Administrator Moonis reported over \$868,000 received in the month of March. Approximately \$815,000 is attributed to a 50% payment for debris collection. Other money received was for emergency protective measures, our wastewater lift station, the police units and content, and the Sadowski Causeway bridge repair. The Governor ordered Department of Emergency Management to release the 50% reimbursement for debris collection. City Administrator Moonis will meet with KPMG audit consultants on April 14th to discuss steps to expedite reimbursement of remaining 50%.

2. Refinancing Opportunity: City Administrator Moonis reported he is researching refinance opportunities with several banks for the Sunset Park and Causeway debts. The Causeway loan has an interest rate of 3.25% on a \$737,680 balance and the Sunset Park debt with Centennial Bank has an interest rate of 4.25% on approximately \$779,000. He will monitor federal rates and review multiple proposals to refinance the debt within the next 60 days. Mayor DeNeale reported he previously requested City Administrator Moonis to consider doubling the premium payments in the next budget season to decrease the debt more quickly.

3. Operational Adjustments: City Administrator Moonis thanked the department heads and the staff for stepping up in many ways and providing exceptional services under difficult circumstances. Due to COVID-19, the administrative office is operating virtually with one staff member in city hall daily for any emergency and to perform regular tasks that cannot be handled virtually. City Administrator Moonis in response to correspondence from resident Gary Furtak stated regular meetings of Emergency Management, local Mayors and Administrators are being attended regularly to determine necessary actions and decisions to be implemented as the situation progresses. Monroe County is expecting to receive COVID-19 tests that can provide results within 15 minutes with pre-screening performed to determine which individuals will be tested. Persons testing positive are instructed to seek medical treatment, hospitalization, or advised to quarantine at home for 14 days. The Department of Health monitors all positive cases. Everyone must practice social distancing and abide to the Safer at Home order. Additional information is regularly updated on the city website. Lower Keys Medical Center and Baptist Hospital have not reported a shortage of ventilators and there has not been a report of how many doses of Hydrochloric will be received in the Florida Keys. City Administrator Moonis thanked City Attorney Wright for his hard work as he has been meeting everyday with the county's legal team and has been on daily calls with City Administrator Moonis with updates. Commissioner Lisle questioned whether people coming in from places not deemed as hotspots are required to self-quarantine. Chief DiGiovanni and Building Official Roussin are relaying information to the Department of Health on noted visitors from the designated hot spots. City Attorney Wright stated the self-quarantine requirements only apply to those individuals coming from the designated hotspot areas. If they are coming from areas not deemed hotspots there are no self-quarantine requirements. Commissioner Lisle stated people may not understand the self-quarantine requirements and requested for direction to clearly be posted on the website. City Administrative Moonis stated the city website does

have all emergency directives listed for citizen review. City Administrator Moonis reported in response to correspondence from resident Paul Cole regarding the retention pond a report has been received but due to board meetings being cancelled because of the pandemic the Utility Board has not convened to make a recommendation.

7. Commissioners Open Discussion:

A. COVID-19 Update on Restrictions including Construction Issues: No discussion

B. City Hall Design: Mayor DeNeale reported receiving an update from LIVS Associates on the new City Hall design. Mayor DeNeale stated his preference for one point of entrance for the proposed City Hall and shared his suggested changes and encouraged the Commission to share their comments/questions with City Administrator Moonis so the process continues expeditiously. Commissioner Tracy suggested a reduction in the current square footage in the proposed size of the building. Commissioner Lisle requested an update on communications with USPS on their requirements. City Administrator Moonis stated he and LIVS Associates are in communication with USPS personnel to make that determination.

8. Items for Discussion /Approval:

A. Declaration of Local Emergency Extension

MOTION: Motion made by Vice Mayor Sutton, seconded by Commissioner Trefry to approve the 5th Declaration of Local State of Emergency Extension effective 10:21 a.m. April 9, 2020.

ON THE MOTION: Roll Call Vote. Unanimous Approval.

9. Approval of Warrant: Warrant 0320 in the amount of \$637,267.64.

MOTION: Motion made by Vice Mayor Sutton, seconded by Commissioner Trefry to approve Warrant 0320 in the amount of \$637,267.64.

ON THE MOTION: Roll Call Vote. Unanimous Approval.

10. Ordinances and Resolutions: N/A

11. Commissioner Reports: Commissioner Trefry stated she is participating with the Federal call in meetings once a week and obtaining a lot of updates from the federal government which she forwards to the appropriate department.

Commissioner Lisle requested a status update on the new Key Colony Beach entranceway sign. Building Official Roussin reported receiving the engineering from the City Engineer, and they will proceed with the installation soon. Building Official Roussin will contact Louis Gonzalez for an update on scheduled completion of the mounds at the entranceway. Commissioner Lisle reported a volunteer community group has been established to make masks from home for staff and citizens. Information is available on their website at

www.kcbmasks.com. Materials are available for delivery to those who would like to volunteer and pick up provided for completed masks. Any persons in need of a mask or interested in volunteering to produce them are encouraged to visit the website. Mayor DeNeale requested City Administrator Moonis add a link to their website on the city website.

12. City Attorney Report: City Attorney Wright stated various governmental attorneys in Monroe County have been meeting daily to discuss legal activity. They requested he present a couple questions or issues to get the Commissioners opinions. First, there is concern from other governmental authorities regarding the closure of their golf courses in respect to the Key Colony Beach golf course remaining open. They believe it sends a mix message to the public and want to know if the Commission would reconsider. Mayor DeNeale stated it has not been brought up in the Mayor or Managers meetings. Mayor DeNeale will discuss this matter on those calls today. Secondly, a concern coming mostly from Marathon is real estate being deemed an essential service. Marathon wants to go even further and ban property showings. The Commission stated they are not inclined to expand their emergency measures at this point. City Attorney Wright stated there has been continued communication on Monte Cristo Condominiums regarding their project. The city assisted them with obtaining an extension from the State on their permit however they communicated they are not satisfied with that and want the city staff to conduct research and provide answers to the State. City Administrator Moonis and Building Official Roussin have been conducting research as much as possible during this time of pandemic and with the extension being granted they are not in danger of missing the deadline. City Attorney Wright stated there is a proposed redevelopment for the commercial area on Sadowski Causeway including the marina and shopping area. City Administrator Moonis and Attorney Wright have a scheduled telephone conference with the proposed developer to explain city procedures if he moves forward with the redevelopment. City Attorney Wright is representing the city and the developer is represented by Attorney Bart Smith

13. Citizen Comments and Correspondence: City Clerk Todd stated Florida Municipal Insurance Trust is now handling COVID-19 cases for first responders as a worker's compensation issue.

Lori Swanson stated her concerns regarding social distancing of persons physically attending the commission meeting in Marble Hall. Mayor DeNeale stated there are 5 people in the room and all are more than 6 feet apart.

The meeting adjourned at 10:48 a.m.

Respectfully Submitted,



Rebecca Todd
City Clerk