

MINUTES

KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Thursday, June 25, 2020 9:30 a.m.
Marble Hall & Virtually via Zoom Conferencing

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 9:31 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.
Excused: Commissioner April Tracy
Also Present: City Administrator Christopher Moonis, City Clerk Rebecca Todd, Executive Assistant Saara Staten, City Attorney Tom Wright, Police Chief DiGiovanni, and Building Official Gerard Roussin.
Also Present Virtually: Fire Chief Johnson
Public – 2 (Marble Hall), 20 (Virtually)
2. **Approval of Minutes:** None
3. **Agenda Additions, Changes, Deletions:** Vice Mayor Sutton requested an addition of City Staff Bonus under Items for Discussion/Approval. Building Official Roussin requested an addition under the Disaster Preparedness report for Approval to Purchase DuraMax Dual Fuel Hybrid Portable Generator. Building Official Roussin requested an addition under Building Department for Request for Approval of 20,000 lb. cradle boat lift – 165 15th Circle. City Administrator Moonis deleted agenda items 1. KCB Forever Fund & 2. KCB Personnel Policy from his report.
4. **Special Requests:** None
5. **Committee and Staff Reports:**
 - A. **Marathon Fire/EMS:** Fire Chief Johnson reported his offices still have ongoing computer issues which do not allow him to generate a report for Key Colony Beach. Fire Chief Johnson stated 4th of July celebrations are scheduled in Marathon. Sombrero Beach is closed for the fireworks display to ensure the safety of residents and visitors. City Administrator Moonis recommended the Commission close Sunset Park on Friday at sunset through Sunday morning to avoid large gatherings. The Commission unanimously agreed.
 - B. **Recreation Committee:** No Report.
 - C. **Beautification Committee:** No Report.
 - D. **Disaster Preparedness Committee:**
 1. **Request Approval to Purchase DuraMax Dual Fuel Hybrid Portable Generator–** Building Official Roussin requested approval to purchase 2 DuraMax Dual Fuel Hybrid Portable 15,000 watt generators with a surge capacity of 22,500 for emergency backup power for the office trailers. The generators operate on gasoline or propane and cost \$2999 each including free shipping. A licensed electrician will have to install the 3 necessary manual transfer switches which cost \$200 each.

MOTION: Motion made by Mayor DeNeale, seconded by Vice Mayor Sutton to purchase 2 DuraMax Dual Fuel Hybrid Portable Generators for \$6,000.

ON THE MOTION: Approved by Acclamation.

E. Planning & Zoning Board: No Report.

F. Utility Board:

G. Police Department: Chief DiGiovanni reported since the last meeting there have been 3 reports including 2 crash investigations and a domestic battery. They responded to 4 medical and alarm calls, provided backup to MCSO and FWC 10 times, and received 12 miscellaneous calls. Chief DiGiovanni has scheduled interviews on Monday June 29th for the two open Police Officer positions. Commissioner Trefry commended Officer Nick Niemiec for a great community interaction witnessed.

1. Request Approval to Purchase 2 Police Radios: Chief DiGiovanni requested approval to purchase 2 Motorola police radios for a total of \$8,800. The radios are budgeted for \$4000 under Infrastructure 587-000 and \$4800 under Law Enforcement New Hire Expense 521-550. The current radios are over 15 years old and are no longer going to be supported by Motorola. Alternatively, there is an option to lease the radios for 2-4 years.

MOTION: Motion made by Mayor DeNeale, seconded by Commissioner Trefry to purchase 2 Police Radios and Microphones not to exceed \$8,800.

ON THE MOTION: Approved by Acclamation.

H. Building Department/Public Works: Building Official Roussin reported Building Inspector Greg Lawton has completed 3 inspector tests and has 2 remaining. He expects to be a fully licensed Florida Dwelling 1 & 2 Building Inspector by July 3rd. Building Official Roussin attended a virtual meeting with DBPR and was approved for 4 more licenses: Plans Examiner License, Coastal Construction Inspector License, Commercial Building Inspector License, and Dwelling 1 & 2 Plans Examiners License. Mayor DeNeale stated the current ordinance requiring any boat lift over 16,000 lbs. be approved by the Commission was created because of concern a heavier boat may hang over either side of a duplex lot but it is not a concern for single family lots. Mayor DeNeale suggested an ordinance change reflecting Commission approval is not necessary for a lift up to 20,000 lbs. on single-family lots when the neighbors have issued letters of no objection. The Commission agreed unanimously.

1. Request Approval of 33,000 lb. Elevator Boat Lift w/ 12-1/2' Arms – 700 12th Street - Building Official Roussin requested approval for a 33,000 lb. elevator boat lift with 12-1/2' arms at 700 12th Street. The Building Department has letters from both neighbors stating no objection to the lift.

MOTION: Motion made by Mayor DeNeale, seconded by Vice Mayor Sutton to approve the 33,000 lb. elevator boat lift with 12-1/2' arms at 700 12th Street.

ON THE MOTION: Approved by Acclamation.

2. Request Approval of 20,000 lb. Cradle Boat Lift - 165 15th Circle - Building Official Roussin requested approval for a 20,000 lb. cradle boat lift at 165 15th Circle.

The Building Department does not have letters from both neighbors stating no objection to the lift but would like to request approval pending consent from both neighbors.

MOTION: Motion made by Mayor DeNeale, seconded by Commissioner Lisle to approve the 20,000 lb. cradle boat lift at 165 15th Circle pending consent from both neighbors.

ON THE MOTION: Approved by Acclamation.

I. City Secretary/Treasurer: Commissioner Trefry reported the year to date income at 80% of projected income and 97% of ad valorem tax has been collected. Expenses are at 58% for the year. The P&L statement for May represents a loss of \$136,000. Year-to-date profit and loss reports the City is ahead \$1.17 million.

J. City Clerk: City Clerk Todd reported the auditor has completed the final draft of the audit and has submitted it to the Auditor General. The Public Works Supervisor and Administrative Assistant Holly Rosado collaborating to identify available permanent boat trailer parking spaces. Utility Clerk Pat Hyland has completed sewer billing for the quarter. City Clerk Todd reported working on the stormwater assessments to be billed and collected by Monroe County Tax Collector with ad valorem taxes. A public hearing for the adoption of Stormwater Utility Rates will be held on July 23rd. The Public Hearing is advertised in the current edition of the Keys Weekly. Assistant City Clerk Michelle Farr has 3 new Certificate of Occupancies to issue. The Property Manager's Course had 25 attendees in total (8 in Marble Hall and 17 virtually). Administrative Assistant Holly Rosado is checking for any expired business licenses and has completed the Drug-Free Workplace Policy. There have been 10 rental license transfers during the month and 7 new rental licenses issued in the current week.

1. Tentative Budget Calendar: City Clerk Todd reported the Commission was provided the tentative budget schedule to review. After Commission review Mayor DeNeale requested to change the July 16th Workshop to a Special Meeting.

K. City Administrator:

- 1. Dry Retention Pond Update:** City Administrator Moonis stated the Utility Board has recalled the former recommendation to the Commission. The Utility Board now requests to dig out several inches of compacted soil created post Hurricane Irma and regrade to the original design of the dry retention pond. After discussion between the Commission, Staff, and Utility Board Member Tom DiFrancisco, Mayor DeNeale requested engineered plans for a solution be presented by Mitteaur & Associates and for the Utility Board to confirm the proposed step would be complimentary to the engineered plans.

MOTION: Motion made by Mayor DeNeale, seconded by Commissioner Lisle to approve the Utility Board's new recommendation if it is complimentary to engineered plans and request the Utility Board explore the cost to obtain engineered plans for the dry retention pond.

ON THE MOTION: Approved by Acclamation.

6. Items for Discussion /Approval:

A. Monroe County Mask/Facial Covering Ordinance No. 014-2020

MOTION: Motion made by Mayor DeNeale, seconded by Commissioner Trefry to follow Monroe County Ordinance 014-2020 without any changes.

ON THE MOTION: Roll Call Vote. Unanimous approval.

B. Extend Declaration of Local Emergency: Mayor DeNeale presented the City of Key Colony Beach 16th Declaration of Local State of Emergency for COVID-19.

MOTION: Motion made by Vice Mayor Sutton, seconded by Commissioner Trefry to approve the City of Key Colony Beach 16th Declaration of Local State of Emergency (10:46 a.m.).

ON THE MOTION: Roll Call Vote. Unanimous approval.

C. City Staff Bonus: Vice Mayor Sutton stated City Administrator Moonis presented the possibility of giving City employees a bonus for work performed during COVID-19 at the previous meeting. Vice Mayor Sutton has reviewed the budget and determined there is ample funds available to provide the bonuses. Vice Mayor Sutton suggested all City employees receive a 3% bonus. Mayor DeNeale requested the topic be placed on the agenda for the next Commission meeting.

7. Approval of Warrant: None

8. Ordinances and Resolutions: None

9. Commissioner Reports: None

10. City Attorney Report: City Attorney Wright reported receiving a phone call from Attorney Chris Waldera who is negotiating the sale of the marina property seeking the timeline on the development agreement. City Attorney Wright stated Attorney Bart Smith is the representative for the developer and will prepare and present the development agreement. The timeframe will largely depend on when the agreement is presented to the City to begin the hearing process.

11. Citizen Comments and Correspondence: None

The meeting adjourned at 10:55 a.m.

Respectfully Submitted,



Rebecca Todd
City Clerk