

**MINUTES**  
**KEY COLONY BEACH CITY COMMISSION**  
**ORGANIZATIONAL MEETING**

Thursday, December 14, 2023 – 9:30 am  
Key Colony Inn Banquet Room, 700 W. Ocean Drive, Key Colony Beach  
& via Zoom Conferencing

**1. Call to Order, Pledge of Allegiance, Prayer:** The 2023 Organizational Meeting of the City of Key Colony Beach was called to order by City Attorney Smits as the acting Parliamentarian at 9:30 am followed by the Pledge of Allegiance and Prayer. **Present:** Commissioner Beth Ramsay-Vickrey, Commissioner Harding, Commissioner DiFransico, Commissioner Raspe, Commissioner Foster. **Also present:** City Attorney Dirk Smits, Police Chief Kris DiGiovanni, Building Official Lenny Leggett, Public Works Department Head Mike Guarino, Code Enforcement Officer Barry Goldman, Corporal Jamie Buxton, Building Assistant Karl Bursa, Marathon Fire Assistant Fire Marshal Mike Card, Administrative Assistant Tammie Anderson, City Clerk Silvia Gransee. **Absent:** City Administrator Dave Turner.

Public Attendance: approximately 100

**2. Call for Nominations for Office of Mayor and Election to That Office:** City Attorney Smits called for nominations for the Office of Mayor. Commissioner Foster nominated Commissioner Raspe. City Attorney Smits asked for any other nominations. Commissioner Harding nominated Commissioner Ramsay-Vickrey. There were no other nominations. City Attorney Smits called for roll in favor of current Mayor Pro-Tem Ramsay-Vickrey.

**NOMINATION:** Current Mayor Pro-Tem Ramsay-Vickrey for the Office of Mayor.

**ROLLCALL:** Commissioner Ramsay-Vickrey – Yes. Commissioner Harding – Yes. Commissioner DiFransico – No. Commissioner Raspe – No. Commissioner Foster – No.

**ON THE NOMINATION:** Motion failed.

City Attorney Smits called for roll for Commissioner Raspe for the Office of Mayor.

**NOMINATION:** Commissioner Raspe for the Office of Mayor.

**ROLLCALL:** Commissioner Harding – No. Commissioner DiFransico – Yes. Commissioner Raspe – Yes. Commissioner Foster – Yes. Commissioner Ramsay-Vickrey – No.

**ON THE NOMINATION:** Motion passed. Commissioner Raspe was elected Mayor.

**3. Call for Nominations for Office of Vice-Mayor and Election to That Office:** City Attorney Smits turned the meeting over to newly elected Mayor Raspe.

Mayor Raspe called for the nomination of Vice-Mayor and explained the election process.

**NOMINATION:** Mayor Raspe nominated Commissioner Foster for the Office of Vice-Mayor.

**NOMINATION:** Commissioner Ramsay-Vickrey nominated Commissioner Harding for the Office of Vice-Mayor.

There were no other nominations and Mayor Raspe asked for rollcall.

**ROLLCALL:** City Clerk Gransee called for roll in support of Commissioner Foster. Commissioner DiFransico – Yes. Mayor Raspe – Yes. Commissioner Foster – Yes. Commissioner Ramsay-Vickrey – No. Commissioner Harding – No.

**ON THE NOMINATION:** Motion passed. Commissioner Foster was elected Vice-Mayor.

**4. Call for Nominations for Office of Secretary-Treasurer and Election to That Office:** Mayor Raspe explained the procedure for the election of Secretary-Treasurer and called for nominations.

**NOMINATION:** Commissioner DiFransico nominated Commissioner Harding. Mayor Raspe asked for a second. Vice-Mayor Foster seconded the nomination.

**ROLLCALL:** City Clerk Gransee called for roll. Commissioner Raspe – Yes. Commissioner Foster – Yes. Commissioner Ramsay-Vickrey – Yes. Commissioner Harding – Yes. Commissioner DiFransico – Yes.

**ON THE NOMINATION:** Unanimous approval. Commissioner Harding was reelected to the Office of Secretary-Treasurer.

**5. Appointment by Motion to the Following Offices**

- |                       |                           |
|-----------------------|---------------------------|
| 1. Chief of Police    | 4. City Building Official |
| 2. City Attorney      | 5. City Clerk             |
| 3. City Administrator |                           |

Mayor Raspe explained the procedure of appointment to office and called for a motion to appoint Kris DiGiovanni to the Office of Chief of Police.

**MOTION:** Motion made by Vice-Mayor Foster. Mayor Raspe asked for a second. Commissioner DiFransico seconded the motion.

**ROLLCALL:** Vice-Mayor Foster – Yes. Commissioner Ramsay-Vickrey – Yes. Commissioner Harding – Yes. Commissioner DiFransico – Yes. Mayor Raspe – Yes.

**ON THE MOTION:** Motion passed. Chief DiGiovanni was reappointed to the Office of Chief of Police.

Mayor Raspe asked for a motion for the appointment of Dirk Smits to the Office of City Attorney.

**MOTION:** Motion made by Commissioner Ramsay-Vickrey. Mayor Raspe asked for a second. Commissioner Harding seconded the motion.

**ROLLCALL:** Mayor Raspe asked for rollcall. Commissioner Ramsay-Vickrey – Yes. Commissioner Harding – Yes. Commissioner DiFransico – Yes. Vice-Mayor Foster – Yes. Mayor Raspe – Yes.

**ON THE MOTION:** Motion passed. City Attorney Smits was reappointed to the Office of City Attorney.

Mayor Raspe asked for a motion for the appointment of Dave Turner to the Office of City Administrator.

**MOTION:** Motion made by Commissioner Ramsay-Vickrey. Mayor Raspe asked for a second. Commissioner Harding seconded the motion.

**ROLLCALL:** Mayor Raspe asked for rollcall. Commissioner Harding – Yes. Commissioner DiFransico – No. Vice-Mayor Foster – No. Commissioner Ramsay-Vickrey – Yes. Mayor Raspe – No.

**ON THE MOTION:** Motion failed. City Administrator Dave Turner was not reappointed to the Office of City Administrator.

City Attorney Smits explained that the termination of City Administrator Turner's contract will be addressed at a later time.

Mayor Raspe asked for a motion for the appointment of Lenny Leggett to the Office of Building Official.

**MOTION:** Motion made Commissioner Ramsay-Vickrey. Mayor Raspe asked for a second. Vice-Mayor Foster seconded the motion.

**ROLLCALL:** Mayor Raspe asked for rollcall. Commissioner DiFransico – Yes. Vice-Mayor Foster. Commissioner Ramsay-Vickrey – Yes. Commissioner Harding – Yes. Mayor Raspe – Yes.

**ON THE MOTION:** Motion passed. Building Official Leggett was reappointed to the Office of Building Official.

Mayor Raspe asked for a motion for the appointment of Silvia Gransee to the Office of City Clerk.

**MOTION:** Motion made by Commissioner Ramsay-Vickrey. Mayor Raspe asked for a second. Vice-Mayor Foster seconded the motion.

**ROLLCALL:** Mayor Raspe asked for rollcall. Vice-Mayor Foster – Yes. Commissioner Ramsay-Vickrey – yes. Commissioner Harding – Yes. Commissioner DiFransico – Yes. Mayor Raspe – Yes.

**ON THE MOTION:** Motion massed. City Clerk Gransee was reappointed to the Office of City Clerk.

6. **Appointment by Motion to Volunteer Committees** - Beautification, Planning & Zoning, Recreation, Utility Board, Disaster Preparedness, CRS Committee: Mayor Raspe explained the appointment process and asked for a motion to appoint all board and committee nominees (see Attachment 'A').

**MOTION:** Motion made by Commissioner Ramsay-Vickrey. Mayor Raspe asked for second. Commissioner DiFransico seconded the motion.

**ROLLCALL:** Mayor Raspe asked for rollcall. Vice-Mayor Foster – Yes. Commissioner Ramsay-Vickrey – Yes. Commissioner Harding – Yes. Commissioner DiFransico – Yes. Mayor Raspe – Yes.

**ON THE MOTION:** Motion passed. All nominees were appointed.

7. **Designation of Signers for Bank Accounts and City Investments)**: Mayor Raspe explained the designated signers and asked for a motion.

**MOTION:** Motion made by Commissioner Ramsay-Vickrey Mayor to designate the Mayor, Vice-Mayor, City Secretary-Treasurer, or City Clerk to be designated signers, with one signature may be the City Clerk and one signature any other designated signer. Mayor Raspe asked for second. Vice-Mayor Foster seconded the motion.

**ROLLCALL:** Mayor Raspe asked for rollcall. Commissioner Ramsay-Vickrey – Yes. Commissioner Harding – Yes. Commissioner DiFransico – Yes. Vice-Mayor Foster – Yes. Mayor Raspe – Yes.

**ON THE MOTION:** Motion passed.

8. **Designation of Signers for Safe Deposit Box:** Mayor Raspe explained the designated signers for the safe deposit box to include the Mayor, Vice-Mayor, City Treasurer, and City Clerk; and for one signature to be the City Clerk and one signature to be any other designated signer. Mayor

Raspe asked for a motion for the approval of signers for the safe deposit box.

**MOTION:** Motion made by Vice-Mayor Foster. Mayor Raspe asked for a second. Commissioner Ramsay-Vickrey seconded the motion.

**ROLLCALL:** Mayor Raspe asked for rollcall. Commissioner Harding -Yes. Commissioner DiFransico – Yes. Vice-Mayor Foster – Yes. Commissioner Harding – Yes. Commissioner Ramsay-Vickrey – Yes. Mayor Raspe – Yes.

**ON THE MOTION:** Motion passed for the approval of signers for the safe deposit box.

9. **Adjournment:** The meeting adjourned at 9:39 am.

Respectfully submitted,

*Silvia Gransee*

City Clerk

**ADOPTED:** *January 19, 2024*

*Silvia Gransee*

*City Clerk*

# Attachment 'A'

## LIST OF APPOINTMENTS TO THE FOLLOWING OFFICES & VOLUNTEER COMMITTEES

Item # 5. Appointment by Motion to the Following Offices (*May Be Done in One Motion*):

\* = First time appointee. All others are being re-appointed.

- |                           |                 |
|---------------------------|-----------------|
| 1. Chief of Police        | Kris DiGiovanni |
| 2. City Attorney          | Dirk Smits      |
| 3. City Building Official | Gerald Leggett  |
| 4. City Clerk             | Silvia Gransee  |
| 5. City Administrator     | Dave Turner     |

Item # 6. Appointment by Motion to Volunteer Committees (*May Be Done in One Motion*):

\* = First time appointee. All others are being re-appointed.

<b>Beautification - 2-year Term</b>	Dave McKeehan Pam Geronemus* Jo Corso* Sandra Glassman*
-------------------------------------	--

<b>Recreation - 2-year Term</b>	Judy Burgett* Richard Pflueger Cynthia Catto*
---------------------------------	---

<b>Planning &amp; Zoning - 2-year Term</b>	George Lancaster Bob Glassman* Mike Yunker
--	--

<b>Utility Board - 1-year Term</b>	Anthony Fernandes Bill Fahs Edward Carey* Donald Steamer*
------------------------------------	--

<b>Disaster Preparedness - 1-year Term</b>	Dave Turner Gerald Leggett Mike Guarino
--	---

Kris DiGiovanni

**CRS Resident Appointment  
1-year Term**

Kimmeron Lisle