MINUTES

KEY COLONY BEACH CITY COMMISSION
SPECIAL MEETING
ITB 2025-06 CITY HALL PROJECT

Friday, October 24, 9:30 AM
Marble Hall, 600 W. Ocean Drive, Key Colony Beach
& via Zoom Conferencing

1. **Call to Order, Pledge of Allegiance, Prayer, Rollcall:** The Key Colony Beach City Commission Special Meeting was called to order by Mayor Freddie Foster at 9:30 AM, followed by the Pledge of Allegiance, Prayer, and Rollcall. **Present**: Mayor Freddie Foster, Vice-Mayor Doug Colonell, Commissioner Tom Harding, Commissioner Tom DiFransico, Commissioner Kirk Diehl. **Also present**: Assistant City Attorney Scott Black, City Administrator John Bartus, Building Official Tony Loreno, Building Assistant Samantha Rodamer, Administrative Assistant Par Darnall, Public Works Department Head Mike Guarino, CPH Architect Brandan DeCaro, City Clerk Roussin.

   Public Attendance: 5

2. **Approval of the Agenda**

   Mayor Foster asked for changes to the agenda. City Clerk Roussin informed of the following agenda changes:

   - The addendum of the Review Committee Meeting Minutes from October 21st, 2025, under Item 4b.
   - Deletion of Items 4c through 4f.
   - A New Item 5. Addition of Resolution 2025-12
   - A New Item 6: Discussion and Approval for Final Award.
   - A New Item 7: Adoption of Resolution 2025-12
   - Renumbering of Citizen Comments and Adjournment to Items 8 and 9 accordingly.

   There were no other changes, and Mayor Foster asked for a motion to approve.

   MOTION: Motion made by Commissioner Harding to approve the agenda. Vice-Mayor Colonell seconded the motion.
   DISCUSSION: None.
   ON THE MOTION: Rollcall vote. Unanimous approval.

3. **Citizen Comments & Correspondence:** None.

4. **Review and Recommendation by the Bid Review Committee**

   Mayor Foster addressed the Commission's fiscal responsibility and acknowledged Commissioner Diehl for valuable input during ongoing discussions.

   a. **Bid Opening Meeting Minutes & Bid Tabulations:** Included in the agenda packet.

   b. **Bid Review Committee Meeting Minutes:** Mayor Foster asked for a motion to approve the minutes as written.

   MOTION: Motion made by Commissioner Diehl to approve. Vice-Mayor Colonell seconded the motion.
   DISCUSSION: None.
   ON THE MOTION: Rollcall vote. Unanimous approval.

5. **Resolution 2025-12 **Agenda Addition****

Assistant City Attorney Scott Black discussed the proposed Resolution and its purpose, confirming the ability to approve it and finalize the award after discussion.

Mayor Foster provided the reading of Resolution 2025-12 and asked for a motion to approve.

MOTION: Motion made by Vice-Mayor Colonell to approve. Commissioner Diehl seconded the motion.
DISCUSSION: None.
ON THE MOTION: Rollcall vote. Unanimous approval.

6. **Discussion and Approval for Final Award **Agenda Addition****

Mayor Foster read the bid tabulations, identified Pedro Falcon Contractors as the lowest bidder, and requested a motion to award the contract to Pedro Falcon Contractors.

MOTION: Motion made by Vice-Mayor Colonell to approve. Commissioner Diehl seconded the motion.
DISCUSSION: None.
ON THE MOTION: Rollcall vote. Unanimous approval.

Mayor Foster asked to address the list of deducts provided by Pedro Falcon Contractors. Commissioner Harding agreed with the need for clarification on several items. CPH Architect commented on possible deducts for the generator and landscaping and irrigation system, with the Commission agreeing that more clarification is needed. Brandan DeCaro offered additional comments on door and window installation, and potential pergola and slab deducts. The commission discussed spalling repairs and pricing, sharing their thoughts on possible deducts and alternatives, contractor responsibilities and oversight, and previous projects completed by Pedro Falcon Contractors. The Commission discussed the next meeting date, upcoming contract negotiations, and construction timelines.

7. **Adoption of Resolution 2025-12 ****

Mayor Foster asked for a motion to approve Resolution 2025-12 with the insertion of the lowest-priced contractor, Pedro Falcon Contractors.

MOTION: Motion made by Vice-Mayor Colonell to approve. Commissioner Diehl seconded the motion.
DISCUSSION: None.
ON THE MOTION: Rollcall vote. Unanimous approval.

The Resolution was adopted.

8. **Citizen Comments:** None.

Mayor Foster thanked the Commission, especially Vice-Mayor Colonell, for his work on the project and reminded the Commission of the City's fiscal responsibilities. Brandan DeCaro expressed gratitude to the Commission for the opportunity to be awarded the project.

9. **Adjournment:** The meeting adjourned at 10:12 AM.

Respectfully submitted,

Silvia Roussin
City Clerk

***ADOPTED:* November 20, 2025**
Silvia Roussin City Clerk