

AGENDA

KEY COLONY BEACH CITY COMMISSION REGULAR MEETING & PUBLIC HEARING

Thursday, January 16th, 2025 – 9:30 AM Marble Hall, 600 W. Ocean Drive, Key Colony Beach
& via Zoom Conferencing

[Zoom Login Information at the end of this Agenda](#)

- 1. Call to Order, Pledge of Allegiance, Prayer, Roll Call**
- 2. Approval of the Agenda** *(Additions, changes, and deletions can be made via one motion and a second to approve by a majority vote)*
- 3. Special Requests:**
 - a. Recognition of 45 Years of Service to the City: Honoring Wastewater Plant Operator Dave Evans
- 4. Citizen Comments and Correspondence – Pg. 1**
- 5. Committee and Department Reports** (written reports provided; Staff and Board Chairs available for questions)
 - a. Marathon Fire/EMS – Marathon Fire Chief James Muro – **Pgs. 2-4**
 - b. City Administrator's Report – John Bartus – **Pg. 5**
 - c. Police Department – Chief DiGiovanni – **Pgs. 6-10**
 - i. Police Officer Promotion to Sergeant Notification
 - d. Building/Code Department – Building Official Loreno – **Pgs. 11-12**
 - i. Update on City Hall Renovations
 - e. Public Works – Public Works Department Head Guarino – **Pgs. 13-14**
 - f. City Hall – City Clerk Roussin – **Pg. 15**
 - g. Beautification Committee – Sandra Bachman
 - h. Planning & Zoning Board – George Lancaster
 - i. Recreation Committee – Cindy Catto
 - j. Utility Board – Fred Swanson
- 6. Consent Action Items**

(Under the consent agenda, all action items will be voted on after one motion, and a second will be required to approve them without discussion. If a Commission member wants any action item discussed or voted on separately, the Commission member, at the beginning of the open session, must ask that the action be moved to the discussion action item section)

 - a. City Commission Organizational Meeting Minutes December 19th, 2024 ****TBA****
 - b. City Commission Public Hearing Minutes December 19th, 2024 ****TBA****
 - c. City Commission Regular Meeting Minutes December 19th, 2024 ****TBA****
 - d. Approval of Warrant No. 1224 for \$1,047,477.47 – **Pg. 16**
 - e. Discussion/Approval to reappoint Joe Turgeon as a full-time Utility Board member per the recommendation of the Utility Board.
 - f. Approval to move the June 19th City Commission Meeting to Monday, June 16th, 2025, due to the Juneteenth Holiday.
- 7. Discussion Action Items**
 - a. Discussion/Approval for a recommendation by the Recreation Committee for the installation of two cornhole setups in the amount of \$3,440.00 – **Pgs. 17-21**

- b. Discussion/Approval for a recommendation by the Recreation Committee to consider McCourt to do the Tennis Court wind screening, including measurement of all four (4) sides, and determine how to proceed. **Pg. 22**
- c. Discussion/Approval to Amendments for Resolution 2024-13, the Fee Schedule for Building Department Services – **Pgs. 23-27**
- d. Discussion/Approval to Amendments to Resolution 2024-15, the Miscellaneous Fee Schedule – **Pgs. 28-29**

8. Ordinances & Resolutions

- a. **FIRST READING of Ordinance 2025-496:** An Ordinance of the City of Key Colony Beach, Florida; Adding Chapter Eighteen to the Code of Ordinances Entitled Golf Carts; Providing Fines and Penalties; And Providing for Codification; Repealing any inconsistent Provisions; Providing for Severability; And Providing an Effective Date. – **Pgs. 30-34**
- b. **Adoption of Resolution 2024-13:** A Resolution by the City of Key Colony Beach Board of Commissioners amending Resolution 2021-08 - Fee Schedule for Building Department Permits and Services. – **Pgs. 35-39**
- c. **Adoption of Resolution 2024-15:** A Resolution by the City Commission of the City of Key Colony Beach, Florida, amending Resolution 2021-05 Miscellaneous Fee Schedule; and providing for an effective date. **Pgs. 40-41**
- d. **Adoption of Resolution 2024-16:** A Resolution of the City of Key Colony Beach, Florida, amending Chapter 1 – General Provisions, Section 1-10 – Organization of Code Enforcement, providing for an updated Schedule of Violations and Penalties, and providing for an effective date. – **Pgs. 42-46**

9. Secretary-Treasurer's Report

- a. December 2024 Financial Summary – **Pgs. 47-48**

10. City Attorney's Report

- a. Fireworks

11. Commissioner's Reports & Comments

- a. Commissioner Tom Harding
 - i. Wastewater Sampling Summary Report from January 13th, 2025 ****TBA****
 - ii. Maintenance Building Dry-Floodproofing engineering design update
 - iii. Pedestrian Safety engineering design improvements in support for FDOT grant
- b. Commissioner Tom DiFransico
- c. Commissioner Doug Colonell
- d. Vice-Mayor Joey Raspe
- e. Mayor Freddie Foster

12. Citizen Comments

13. Adjournment

**This meeting will be held at the City Hall Auditorium ‘Marble Hall’,
600 W. Ocean Drive, Key Colony Beach, Florida 33051 and via Zoom.**

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/86378158615?pwd=j8x8Hh8aLFyyOcf7zM5DdlwJEWXfwF.1>

Passcode:869340

Phone one-tap:

+13052241968,,86378158615#,,, *869340# US

+13017158592,,86378158615#,,, *869340# US (Washington DC)

Join via audio:

+1 305 224 1968 US

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

Webinar ID: 863 7815 8615

Passcode: 869340

International numbers available: <https://us02web.zoom.us/j/kq8lb9dAx>

Silvia Roussin

From: Steve Wenger <stewelwenger@gmail.com>
Sent: Friday, January 3, 2025 2:56 PM
To: John Bartus; Silvia Roussin; Freddie Foster
Subject: KCB FIREWORKS

Hope you all had a good New Years Eve! Myself and some of my neighbors did NOT! While I realize fireworks are allowed on July 4th and New Years Eve, I personally feel this needs to change in the City of Key Colony Beach. An owner or renter across the channel for me started shooting off fireworks shortly after dusk and it got worse as the night went on.

It was a MAJOR fireworks display with them stopping 3-4 times to "reload". All types of fireworks streaming high into the sky plus many loud explosives. This went on for two hours! When the first session stopped, I thought for sure they were done. NO they were not!

Today while cleaning my pool cover, I found fireworks debris on my cover and I am guessing some are in my uncovered boat. This community is too close to continue to allow fireworks, especially with the many tiki huts which could easily catch fire.

With the firework disasters throughout the country with people dying, why continue to allow this? I am sure with the massive amount of fireworks the people had, plus some alcohol involved, one little mistake and the entire house and maybe neighbors could have been destroyed and people injured.

I would think for KCB to prohibit fireworks at any time would be an easy fix.

PLEASE consider this!

Sincerely,

Steve and Ann Wenger

100 13th Street

419-236-0590 Cell



CITY OF MARATHON FIRE RESCUE

8900 Overseas Highway, Marathon, Florida 33050
Phone: (305) 743-5266 Fax: (305) 289-9834

Memorandum

Date: 1/3/2024
To: Honorable Mayor and City Council members
From: James E. Muro, Fire Chief
Through: George Garrett, City Manager
Subject: December Month End Report

<u>ALARM RESPONSES</u>	December
Fire Incidents	0
Hazardous Condition	5
Public Service	26
False Alarm Fire	36
Good Intent Call	14
EMS	141
Inter-facility Transfers	41
Total for Month:	263
Total Calls for Calendar 2024:	2215

<u>KCB BREAKOUT REPORT</u>	December
Fire Incidents	0
Hazardous Condition	1
Public Service	3
False Alarm Fire	1
Good Intent Call	2
EMS	6
Total for Month:	13

<u>FIRE PREVENTION</u>	<u>December</u>
Fire Inspections	19
Fire Safety Plan Review	12
Vacation Rental Inspections	100
Occupational or Annual License Inspections	1
Event Inspections	0
Annual State Inspections	0
DHR Follow-Up Inspections	0

<u>VACATION RENTALS</u>	<u>December</u>
Total Applications Processed	75
Vacation Rental Inspections	100
Total VR Fees Collected	\$79,550.00
Agent/Local Contacts Trained	23
Total VR Licenses Issued	96

OPERATIONS

· **Fire Officer Training** - Fire Officers worked on daily training by leading and confirming their shifts' Fire and EMS Training for existing members of the team. This includes medication changes and process review. The Officers and myself had the first Quarterly Officer meeting, in which we did review several operational questions and discussed the testing process coming up in 2025. We also discussed 3 SOPs that are ripe for updating.

· **EMS Training** – We are now live with biometric tracking system for controlled substances technology allowing tracking of access of truck safe boxes in real time. (b) We needed updating WIFI in some of the stations to allow real time communications with the safe system. We had our bi-annual State of Florida Department of Health EMS inspection, this includes the review of personnel records, training records and drug logs and documentation. They also inspected trucks for mandatory equipment that are required. This includes the EMS "911" trucks and CCT transfer vehicles. We were found to be exemplary in our audit and had no deficiencies.

· **Combined Training** - Vector Solutions is our vendor who provides and archives our online classes that our members take to ensure compliance and training. We had members take 96 classes and training modules and completed 81.25 in training hours. We have each of our members enrolled and drilling on the new RQI program, which assures CPR performance on a going basis, not just after 2 years- when cards "expire"

· **Community Outreach in December** – We were happy as a Department to have planned and coordinated the annual Santa Holiday Parade, on December 24th. This event which included 10 stops in our Community in which we had great participation and tremendous turn out from the public. We aspire next year to have 25 members of the City to join us. Special thanks to "Santa" who gave out over 500 candy canes and was riding in the newly returned "truck 14" which added maximum noise and excitement. Santa was received with the deserving reception for an Icon.

BENEVOLENT FIREFIGHTER SERVICES

No meeting was held for the month of December. The benevolent purchased holiday t-shirts for city personnel and the community in support of publicly paying tribute to the department.

ACTIVITIES ATTENDED IN DECEMBER:

Santa visit with Caldwell Banker

CPR Instructor Training

Hot Shots Graduation

Monroe County EMS Roundtable – Chief

PEAC Training – Chief

Santa's Caravan

City of Key Colony Beach

PO Box 510141 Key Colony Beach, Florida • Phone # 305-289-1212 • Fax# 305-289-1767



January 9, 2025

To the Mayor, Vice Mayor, and Commissioners:

City Administrator Report

The Christmas/New Year holiday week(s) usually signify a major slowdown in government activities. Getting responses from other government entities can sometimes be an exercise in waiting... and waiting. Still, our City got a lot done over the last month.

1. Our City Hall project is progressing well. I met with Commissioner Colonell and our legal team with Kyle and the staff at CPH, the winning bidder to supply architectural services. We discussed scope of work and timelines, with emphasis on ensuring that we comply with the timeline of the grant.
2. Attended Planning & Zoning, Recreation, and Beautification Committee, and Utility Board meetings discussing issues being considered today.
3. Along with Mayor Foster, our lobbyist, and our delegation of county, municipal, and local stakeholders, met with State Representative Mooney and State Senator Rodriguez to discuss our needs in the upcoming legislative session. Emphasis for Key Colony Beach is on Stewardship Fund (wastewater/stormwater projects), and resiliency funding (road elevation and reconstruction). We will be attending Florida Keys Day in March; we will certainly be keeping up with bills that concern us with our lobbyist through the legislative process.
4. Organizing a meeting with the Disaster Preparedness Committee to discuss my draft of a Comprehensive Emergency Management Plan for Key Colony Beach. When completed and adopted, this plan will serve as a guide for any emergency that happens in our City. Also completed training on the new SitRep board demo on WebEOC with County Emergency Management.
5. Will meet next week with county and municipal officials to discuss our local projects that would qualify for an eventual distribution of the second \$100 million authorization under the Florida Keys Water Quality Improvement Program (FKWQIP). The Army Corps of Engineers, the federal agency in charge of the program, has requested that local jurisdictions submit their requests on a template that they will provide (still no template forthcoming) to help them develop a new Program Management Plan. Three potential areas for funding were discussed: 1) Rebuilding lift stations, replacing cast iron laterals, and fixing leaks in the collection system; 2) Replacing key components of the wastewater treatment plant; 3) Canal dredging and cleanup/aeration. There will be more to report on as the process with Army Corps continues to evolve – and this process will take a long time before anyone can receive funding.
6. Participated in Countywide LIDAR and Resiliency meetings; will continue this ongoing process.
7. Continued working with Mayor Foster on current grant management; we will have recommendations for the Commission.

As we move headlong into 2025, with awesome projects on our horizon, I wish for us all a prosperous and productive New Year.

John Bartus
City Administrator, Key Colony Beach

**Commission Meeting Report
Key Colony Beach Police Department
December 19, 2024, to January 8, 2025
Chief Kris DiGiovanni**

A. REPORTS

1. 1/02/2025
Report Number KCBP25OFF000001
11th St
Threats
Result: Ongoing Investigation
2. 1/04/2025
Report Number KCBP25OFF000002
West Ocean Drive
Accident with NO injuries
Result: Reported

B. MEDICAL/ALARM CALLS

Total Calls: 3

C. CALLS FOR SERVICE

Total Calls: 13

12/20/2024 – 600 West Ocean Drive - Assist Citizen with information about Key Colony Beach.

12/20/2024 - Sunset Park – Suspicious Vehicle - Driver advised to relocate vehicle due to no camping in the park – vehicle moved upon request.

12/24/2024 – West Ocean Drive -Trespassing on beach – Officer received a call that subjects were walking on the caller's property. Upon the officer's arrival, the caller directed the officer to Sunset Park. The officer checked the park and the subjects were gone.

12/24/2024 – 600 West Ocean Drive – Assist Citizen – A caller spoke with the officer on duty and wanted to inform the officer that there is an ongoing issue with a dog barking next to their residence. The officer called the owner of the dog. The owner stated that they would try everything to keep the dog quiet. There have been no further complaints since the problem was addressed.

12/25/2024 – Sunset Park - Suspicious Vehicle – 2 subjects in a vehicle. The subjects left upon request since the park was closed.

12/27/2024 – Golf Course 7th/8th Street – A dog was with a few of the golf players on the golf course.

12/28/2024 – 600 West Ocean Drive - Assist Citizen with reinstalling an under-carriage plate hanging from their vehicle.

12/30/2024 -600 West Ocean Drive - Assist Citizen with an unknown issue.

12/30/2024 – 8th Street - 2 suspicious boats arrived at the caller's home – it appears that they were dropped off by a rental company and delivered to the wrong address.

12/31/2024 – East Ocean Drive/Glantz Hotel – Officers were flagged down in reference to a subject who was intoxicated– unable to locate the subject.

1/02/2025 –10th Street – Hazard -Report of water from a residence flowing into the canal – everything was okay – the water was salt water from a bait tank.

1/6/2025 – Sadowski Causeway – Report of an object in the road – negative obstruction upon the officer's arrival.

1/6/2024 – Mobil – Officer assisted a disabled person getting on their bus. The officer witnessed the bus drive right by, he then pulled over the bus, made them return to the bus stop and assisted the bus driver lifting the person on to the bus.

D. TOTAL WATCH ORDERS/NON-RESIDENTS

Total: 15

E. PROVIDED BACK-UP/ASSISTANCE TO MCSO, FHP, FWC, COAST GUARD OR U.S. BORDER PATROL

Total: 11

F. CITATIONS/WARNINGS

1. Traffic Citations: 2
2. Traffic Warnings: 32
3. Code Citations: 1
4. Code Warnings: 2
5. Resouce Checks/Marine Life: 11

G. ADDITIONAL EVENTS IN THE POLICE DEPARTMENT

12/21/2024 – KCBPD enjoyed a cookout to celebrate the holiday season.

12/23/2024 – KCBPD placed donation boxes at the post office and at City Hall. On 12/23/2024, Ofc. Buckwalter brought all the donated items from the KCB residents over to the FKSPCA for the animals to enjoy at Christmas.

12/24/2024 – KCBPD escorted and provided security for Santa as he enjoyed cookies and pictures with all those that came to see him at City Hall.

12/26/2024 – All Commissioner IDs were updated and submitted for printing.

12/30/2024 – Officer Schlegel completed Active Assailant training in KCB, instructed by A/S Burden, Ofc. Buckwalter and I.

12/31/2024 – A/S Burden was asked to assist the NOAA (National Oceanic and Atmospheric Administration)/NMFS (National Marine Fisheries Service) Office of Law Enforcement Division in operating the Flir camera. No further details are available due to an ongoing investigation.

12/31/2024 - KCBPD received a donation of \$500 dollars from a Key Colony Beach resident. It is greatly appreciated. The money is going to cover the cost of new flashlights.

12/31/2024/01/01/2025 – New Year's Eve and New Year's Day – KCBPD only received 2 calls regarding fireworks. The KCBPD officers addressed fireworks as they patrolled the streets. The officers were also busy with traffic stops, resource checks and other miscellaneous calls.

1/04/2025 – I completed an audit that was required by the Florida Department of Highway Safety and Motor Vehicles.

1/06/2025 – I attended Sheriff Ramsay's Command Staff Meeting at MCSO Headquarters.

1/06/2025 – I attended a training advisory meeting at the College of the Florida Keys/Public Safety Building.

1/07/2025 – *Coffee with the Chief* – The return of Coffee with the Chief at the Key Colony Inn began at 8:15am. A/S Burden joined me, and we met 1 resident and 1 visitor. The conversation was enjoyable, both gentlemen were big KCBPD supporters. I would like to thank the Key Colony Inn owners for their generosity and support.

1/07/2025 - AEDs – The AEDs that were approved at the November 21, 2024, Commission Meeting, have arrived and will be issued. An outdoor case will be ordered for the AED assigned to the tennis courts.

H. UPDATES

Personnel: Worker's Compensation: 1 Officer

Vacant Position: 1 Officer

Vehicles: 1 F-150 Truck/Black - Estimated release date for patrol: February 1, 2025.

1 F-150 Truck/Gray – Ordered – No estimated delivery time available.

SAFETY MEETING AGENDA

Key Colony Beach Police Department

MEETING DETAILS

Date: 01/2025

Time: Via Email

Recurring: YES

Location: PD Station

Dial-in Number: 305-481-8597

Meeting URL: NA

Meeting Lead: Chief DiGiovanni

Other Speakers:

ATTENDANCE

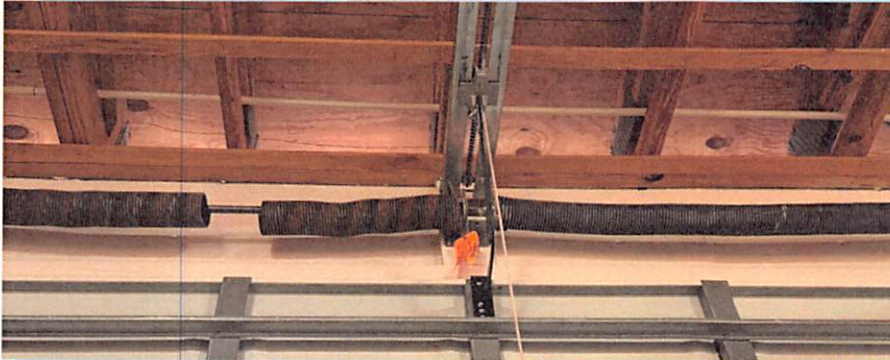
Attendees: ALL PD OFFICERS VIA EMAIL

ITEMS & DISCUSSION

DISCUSSION: Safety while operating garage doors.

DISCUSSION:

Recently, the garage door at the 480 8th Street location started to malfunction. Upon closer examination, it was discovered that the left side spring has broken into 2 pieces.



The springs are “under extreme tension” and be dangerous if they break and parts should dislodge. The warning sticker pictured below is on the inside of the garage door, and everyone should be familiar with the warnings that are provided.

WARNING

STAND BACK

Door Could Crush You

Stay Away While Closing

Overhead type doors are heavy. Many of the components are under extreme tension and can exert strong forces. Improper use or maintenance of this door could lead to severe injury or death. However, by adhering to the precautions given below, you should enjoy many years of safe and reliable operations.

- 1) Keep door in full view and free of obstructions while operating.
- 2) Do not allow children to operate the door, including the electric controls.
- 3) Do not stand under door or walk through doorway while door is moving.
- 4) Remove pull down rope from electrically operated doors and disable the lock.
- 5) Check automatic reversing function monthly on doors with electric openers, following manufacturers instructions.

- 6) Look at the door and its hardware monthly for worn or broken parts to see if it is out of adjustment or unbalanced.
- 7) Adjustment and repairs should be done by a qualified person, with proper instructions, tools and mechanical expertise. For best results, call a professional.

If you notice anything that could be a safety concern with any of the garage doors, please contact your supervisor, a Public Works member or myself as soon as possible.

13 Essential Garage Door Safety Tips Homeowners MUST Know



**Building Department Staff Report
Report for January 2025 – City Commission Meeting**

Building Official – Tony Loreno

- Overseeing Current City Hall interior renovations. Working closely with Mayor and Contractors.
 - Happy to report all pin piles are installed inspected to an average of 25-27 feet of refusal.
 - Demo of existing bathrooms and a priority to get them remodeled and back in service.
 - Under the Mayors approval we are taking out the remaining small CBS wall area and antiquated main electrical room.
 - Planning for a quick turnaround to complete a temporary panel to provide service to Marble Hall and select city hall areas including building department/bathrooms and power for construction crews.
 - Once complete we should be ready to pour and level floors immediately.
- Working closely with our code officer to rectify escalated resident and city code issues. With Willy's consistent on the ground monitoring of our city we are seeing a decrease in code infractions and more positive feedback from residents.
- Happy to report the progress on the new tennis courts that are projected to be complete by the week of January 27th. Have been the liaison between the req. committee / pickle ball club making sure all is on track with projected timelines and completion.
- 2 full plan reviews and permits issued for 2 new homes in KCB
- A multitude of permits issued
- 34 inspections completed

Building Assistant - Samantha Rodamer

- Out on maternity leave

Code Enforcement Officer & Fire Safety Inspector - William Dominick

- Completed Fire Safety inspections
- Patrolled the City daily to ensure code compliance.
- Monitored both temporary & permanent trailer parking lots.
- Continued city video Recording for hurricane documentation
- Issued several citations for,
 - Garbage can violations
 - Trailer parking violations
- Communicated with property owners to get code violations into compliance including,
 - 300 Sadowski for liveaboard vessels
 - 191 9th street for yard maintenance
 - 211 9th street for yard maintenance and permits to complete construction
 - Key Colony inn for general maintenance and dumpster enclosure
 - 908 W Ocean drive (fence without a permit)
 - 550 E Ocean for rocks to close to road

- 938 W Ocean to trim coconuts from trees
- 150 10th street for no buoys on boatlift

Public Works Staff Report

Report for January 16th, 2025 – City Commission Meeting

Since last City Commissioner's Meeting, Public Works has:

- Spread one load of # 57 gravel in the Sunset Park parking lot.
- Spread and packed one load of base sand on the ADA parking area and paths at Sunset Park.
- Finished trenching and installing conduit to electrical panel at pickleball court.
- Added bicycle symbols to multi-use path on Sadowski Causeway.
- Continued daily irrigation of royal palm and new planting at the front entrance.
- Removed leftover soil and demolished basketball posts from the 7th Street Park project.
- Demolished Marble Hall bathrooms and hauled 2 tons of debris to landfill.
- Completed yearly preventative maintenance on Kubota B21.
- Cleaned up 26 coconut palms behind pruning crew.
- Cleaned City after 12/29/24 rain event.
- Trimmed old tennis court asphalt for a new pickleball walkway.
- Finished hedging utility plant.
- Hedged East Park parking area and 1st Street.
- Took down and packed Christmas decorations for next year.

Thank you,

Mike Guarino

Public Works Department Head

City of Key Colony Beach
Public Works Safety Training Documentation Form

Date:	1/2/25	Location:	Shop
Time:	1245	Meeting Lead:	Mike Guarino

Attendees: Esteban Cabrera Fernandez, Jesse Petersen, Darrin Smith & Mike Guarino

Absentees: N/A

Topic: Hammer Safety

1. Introduction and Presentation of Topic:

We watched safety video on different types of hammers and how to safely use them.

2. Discussion, Questions and Concerns:

It was discussed that the movie did not say to wear safety glasses and to not strike a hammer with another hammer as it will shatter.

3. Conclusion:

Use the proper hammer for the job, wear safety glasses and do not strike a hammer with another.

City Hall Staff Report

Report for January 16th, 2025 – City Commission Meeting

City Clerk Silvia Roussin

- Completed tasks resulting from the Organizational Meeting and change of Officials.
- Currently working on quarterly grant reports and reimbursement requests.
- Prepared for and attended the Beautification Committee, Utility Board, Planning & Zoning Board, Recreation, and Townhall meetings.
- Attended the legal meeting in preparation for upcoming meetings.
- Completed various meeting minutes.
- Completed check deposits for general & utility accounts.
- Answered citizen correspondence and public records requests.
- Completed payroll reports, ACH transactions, and wire transfers.
- In addition to daily general invoicing and HR tasks.

Administrative Assistant Cheryl Baker

- Folded, stuffed, and mailed January quarterly billing for wastewater.
- Uploaded various meeting minutes to the city website.
- Provided Jen with all backups for monthly invoicing.
- Completed ACH posting of payments to QBs.
- Post daily check postings in QBs.
- Posted wastewater from point and pay.
- Issued boat trailer licenses for short-term renters.
- Manage Sunset Park Weddings and collection of required forms and payments.
- Manage the Memorial Bench purchases for residents.
- Collect and distribute mail & manage the phones.

Administrative Assistant Tammie Anderson

- Issued 22 Certificates of Completion for the Property Management Class.
- Issued 2 Vacation Rental Licenses for 2024.
- Received 5 property transfers and collected \$1,000.00 in transfer fees.
- Responded to 7 property inquiries and collected \$210.00 in property inquiry fees.
- With Cheryl, sent out Wastewater invoices for the 1st quarter of 2025.
- With Cheryl, entered all ACH payments for Wastewater invoices into QuickBooks.

Upcoming

01-17-2025 CRS Meeting
01-24-2025 Recreation Committee Meeting
02-12-2025 Beautification Committee Meeting
02-18-2025 Utility Board Meeting
02-19-2025 Planning & Zoning Board Meeting
02-20-2025 City Commission Public Hearing
02-20-2025 City Commission Regular Meeting

City Hall will be closed for Martin Luther King Jr. Day on Monday, January 20th & Presidents Day on February 17th.

CITY OF KEY COLONY BEACH

Warrant Number 1224

Items paid from December 1, 2024
to December 31, 2024

First Horizon Checking Account - 6871 \$623,424.30

(includes all vendor payments for general,
road, building and infrastructure)

Escrow Account - 5537 -

Payroll Account - 2942 \$181,706.88

Infrastructure Reserve Account - 8644 -

Road Reserve Account - 8677 -

Impact Fees Reserve Account - 8669 -

First State Bank Reserve Account - 3703 -

Sewer Money Mkt - 0301 -

Stormwater Checking Account - 0128 \$9,000.00

Sewer Account - 6006 \$233,346.29

TOTAL DISBURSEMENTS \$1,047,477.47

Doty & Sons Concrete Products, Inc.

1275 East State Street
Sycamore, IL 60178

Phone: 800-233-3907

Fax: 815-895-8035

Quotation

Date	Quotation Number
12/27/2024	252799

Name / Address
CITY OF KEY COLONY BEACH RICHARD PFLUEGER PO BOX 511370 KEY COLONY BEACH, FL 33051
Customer Phone
256-810-3985

Ship To
CITY OF KEY COLONY BEACH 480 8TH STREET KEY COLONY BEACH, FL 33051
Customer E-Mail
RJPFLUEGER@BELLSOUTH.

Project/Job		Terms	FOB	Rep	Ship Via
			33051	PP	MOTOR FREIGHT
Item	Description		Qty	Price Each	Total
BYOB5531	ALL CONCRETE BAG TOSS GAME SET. SIZE: 55" LONG X 31" WIDE. EACH SET CONSISTS OF TWO PERMANENT CONCRETE BOARDS INCLUDES TWO COATS OF SEALER. 633 LBS. PER BOARD.. BAGS AVAILABLE BUT NOT INCLUDED IN THIS PRICE.		2	960.00	1,920.00
SH2	PACKING AND SHIPPING WITH LIFTGATE SERVICE - SEE COMPLETE DESCRIPTION BELOW.		2	760.00	1,520.00

Quoted by:	
Signature:	Date:

Doty & Sons Concrete Products, Inc.

1275 East State Street
Sycamore, IL 60178

Phone: 800-233-3907

Fax: 815-895-8035

Quotation

Date	Quotation Number
12/27/2024	252799

Name / Address
CITY OF KEY COLONY BEACH RICHARD PFLUEGER PO BOX 511370 KEY COLONY BEACH, FL 33051
Customer Phone
256-810-3985

Ship To
CITY OF KEY COLONY BEACH 480 8TH STREET KEY COLONY BEACH, FL 33051
Customer E-Mail
RJPFLUEGER@BELLSOUTH.

Project/Job		Terms	FOB	Rep	Ship Via
			33051	PP	MOTOR FREIGHT
Item	Description	Qty	Price Each	Total	
SH2D	SH2 DESCRIPTION - ALL SHIPPING CHARGES SHOWN ABOVE. SHIPPED UNASSEMBLED BY MOTOR FREIGHT CARRIER WITH LIFTGATE GROUND SERVICE (ON PALLETS). SHIPPED TO ONE BUSINESS ADDRESS AND LOWERED TO THE GROUND AT A COMMON RECEIVING AREA - ONE LOCATION ONLY. YOUR PERSONNEL MUST MEET DRIVER WITHOUT DELAY FOR INSPECTION OF SHIPMENT. CUSTOMER TO UNPACK ITEMS AND SET AT SPECIFIC SITES. DELIVERY FEES ARE BASED ON FUEL PRICES TODAY. BECAUSE OF UNCERTAIN FUEL COSTS IN THE FUTURE, WE RESERVE THE RIGHT TO ADD OR SUBTRACT ANY CHANGE IN FUEL COSTS IN EFFECT ON THE DAY OF DELIVERY. ADDITIONAL FREIGHT COMPANY SERVICES, IF NEEDED, MUST BE SPECIFIED ON PURCHASE ORDER AND CHARGES WILL BE ADDED ONTO FINAL BILLING.		0.00	0.00	
	Out-of-state sale, exempt from sales tax		0.00%	0.00	
Total			\$3,440.00		

IF YOU WISH TO PLACE AN ORDER, PLEASE SIGN AND DATE WHERE INDICATED AND RETURN. THANK YOU FOR THE OPPORTUNITY TO SUBMIT THE ABOVE QUOTATION. THE INDICATED PRICE IS VALID FOR 30 DAYS. NOTE: ANY CHANGE IN ITEM OR QUANTITY WILL REQUIRE A REBID.

Quoted by:

Signature:

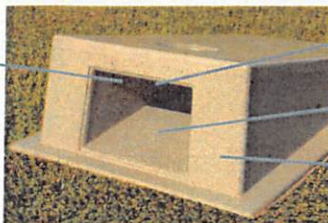
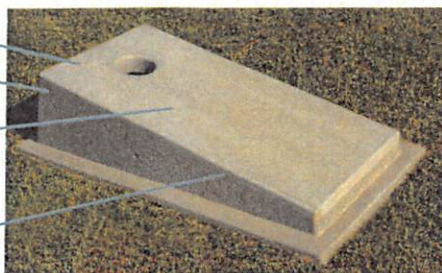
Date:

STANDARD FEATURES

CONCRETE CORNHOLE BOARDS
BYOB5531, BYOB5532 & BYOB5533

OUTDOOR
CONCRETE **GAMES**

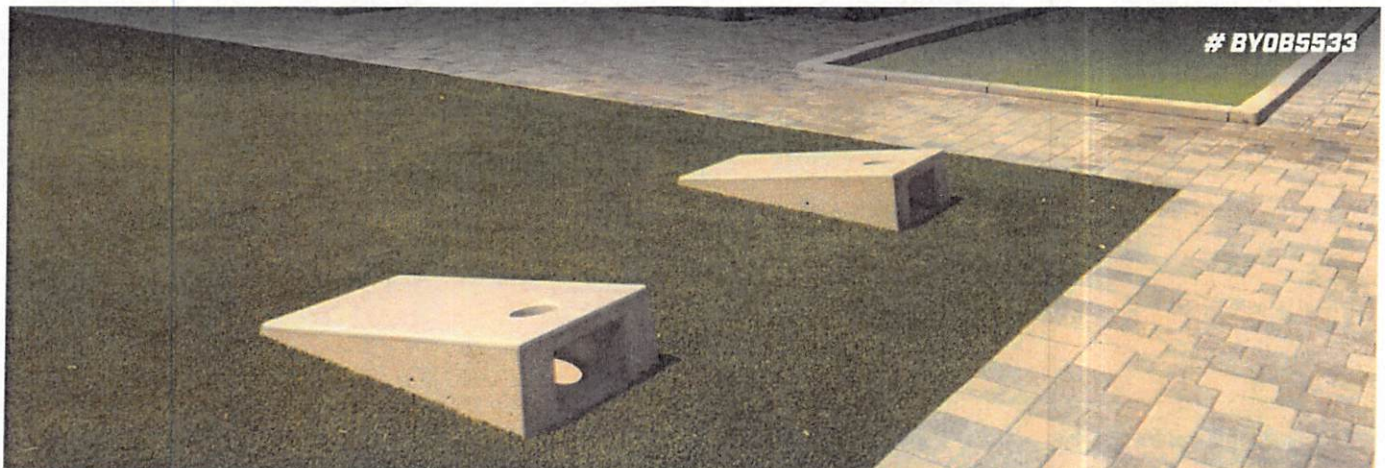
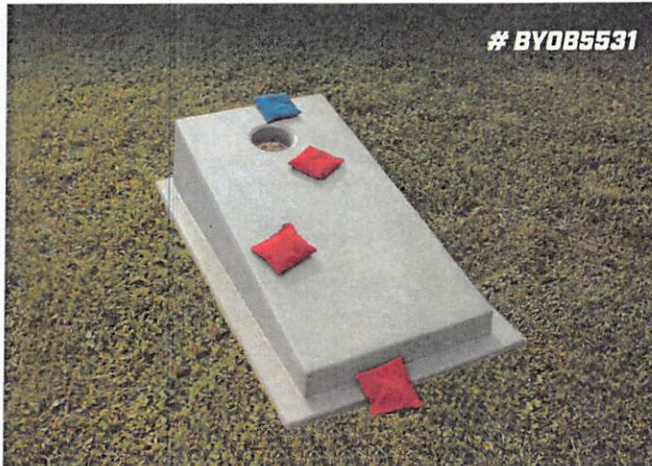
1. Regulation ACA board size and slope
2. Reinforced with steel and fiber reinforcing
Strong 5000 PSI concrete
3. Polished surface for great bag slide
All boards are polished using a commercial
platen polisher
4. Entire board is sealed with two coats of
water based concrete sealer
5. Open back for easy bag removal



6. Sloped bag drop area
Will not harbor animals
7. Sloped bottom
Sheds water, stays clean
8. Lightly sandblasted sides
9. No grass or debris under
the boards

Doty & Sons
Concrete Products

CORNHOLE / BAG TOSS



CONCRETE CORNHOLE / BAG TOSS

Size: 55" L x 31" W

Weight: 633 lbs. each, 1,266 lbs. per set

Optional Features

Custom Logos

Bike Deterrent Blocks

Bag Throwers Area Blocks

Water Resistant Bags

Skateboard Deterrent Bars

marathon, fl



East Park
on 1st Street

Proposed new
location for Cornhole



1st Street Playground



10 m

3D



1/9/2025

Quote

To: Key Colony Beach
Re: Windscreens

McCourt Construction will provide and install windscreens for the new tennis courts. Screens will be 6' high, green, with vents. Breakdown below.

West Side of Courts - \$1,200.00

East Side of Courts - \$1,200.00

North Side of Courts - \$800.00

South Side of Courts - \$800.00

TOTAL COST: \$4,000.00

Accepted by _____ x

Matthew McAlpine
McCourt Construction, Inc.

RESOLUTION NO. 2024-13

**A RESOLUTION BY THE CITY OF KEY COLONY BEACH
BOARD OF COMMISSIONERS AMENDING RESOLUTION
2021-08 FEE SCHEDULE FOR BUILDING DEPARTMENT
PERMITS AND SERVICES; AND PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, Chapter 6, Buildings of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to a Fee Schedule as a separate document from the Ordinance, and

WHEREAS, Chapter 9, Licenses, Permits and Business Regulations of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to administrative fees for services; and

WHEREAS, Chapter 14, Sewers and Sewage Disposal of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to administrative fees for services; and

WHEREAS, Chapter 15, Stormwater of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to administrative fees for services; and

WHEREAS, it has become necessary to increase and decrease certain fees to more accurately reflect the costs of the services performed.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF KEY COLONY BEACH, FLORIDA, AS FOLLOWS:

Section 1. The above recitations are hereby adopted and incorporated herein.

Section 2. This Resolution amends the Miscellaneous Fee Schedule for the City Commission of the Key Colony Beach to read as follows:

BUILDING PERMIT FEES

No permit required for estimated work under \$1,000, however, an inspection may be necessary as determined by the Building Official, with a charge of \$25.00.

TYPE OF STRUCTURE

PERMIT FEE

NEW: SINGLE-FAMILY, DUPLEX,
MULTI-FAMILY, BUSINESS

~~\$15~~ \$13 per \$1,000 of Job Cost

* Excludes open or enclosed garages, open or screened porches, carports and similar construction, as well as the floor area of any non-habitable floor.

SEA WALLS, SWIMMING POOLS, SPAS, TENNIS COURTS, DOCKS, ADDITIONS, ALTERATIONS, ROOFING (REPAIRS AND NEW ROOFS), MAJOR REPAIR, ELECTRICAL, PLUMBING, MECHANICAL ADDITIONS OR ALTERATIONS.

Costs of Up To \$2,000 - Flat Fee \$ 100
Costs Greater Than \$2,000 - Per \$1,000 or Any Part Thereof ~~\$40~~ \$35
Option for utilizing Private Inspection Providers, provider is required to be approved by the Building Department.
13% discount on the Building Permit Fee, provided communication occurs during the application process or prior to an initial inspection by the Building Department.

TRIPLE FEES PLUS \$500 shall be charged if work for which a permit is required is started or proceeds prior to procuring a permit.

CONSULTING CITY ENGINEER

Additional fee to applicant as determined by services rendered.

CONSULTING CITY LEGAL

Additional fee to applicant as determined by services rendered.

FIRE SAFETY PLAN REVIEW

Minimum Fee	\$50	<u>\$75</u>
Single-Family	\$100	<u>\$125</u>
Duplex	\$200	<u>\$225</u>
Multi-family, commercial new construction, alterations and additions	0.15% of construction cost	

FIRE SAFETY ANNUAL INSPECTION

Condominium common areas and Beauty salons	\$ 75	
Restaurants and bars	\$125	<u>\$150</u>
Offices	\$ 50	
Gasoline stations	\$125	<u>\$175</u>
Marinas dispensing and storing fuel	\$125	<u>\$175</u>
Theater and special gatherings (each)	\$ 50	
Fire wells	\$ 175	

CLEAN-UP BONDS (refundable)

Single-Family	\$ 1,000
Duplex	\$ 2,000
All Other Structures	\$ 4,000

FINAL INSPECTION FEE ON ADDITIONS, ALTERATIONS, MAJOR REPAIRS

Refundable up to one year after permit is issued	\$ 500
Charged as determined by Building Official	

PROPERTY INQUIRY FEE \$ 30

TRANSFER OF OWNERSHIP RECORDS FEE

Single-Family, Duplex, or Vacant Lot \$ 200
Condominium \$ 100

SEWER CONNECTION FEE

Each New Residential Living Unit \$5,625 Per Unit
Each Redeveloped Residential Living Unit \$5,625 unless paid at original development.
(See Chapter 14 of the Code of Ordinances for exceptions)

SEWER TIE-IN INSPECTION FEE \$400 \$150

IMPACT FEE ~~\$1,213~~ \$1,350 Per Unit

BUILDING SURCHARGE FEE 2.5% of Permit Fee, Minimum \$4.00

~~**CONTINUED EDUCATION FEE**~~ ~~\$ 25~~

KEY COLONY BEACH DEVELOPMENT FEE \$ 2,000

Cost to be determined based on an estimate from the Staff from the scope of the project, which would include legal cost. Cost for recovery costs only.

BUILDING PLANNING & ZONING REVIEW

New Construction \$250 \$500

BUSINESS TAX ADMINISTRATIVE AND INSPECTION FEES

Vacation Rental – Single Family and Duplex

Up to 999 square feet	\$ 472.50	\$525.00	\$500
1,000 square feet to 1,199 square feet	\$ 675.00	\$725.00	\$700
1,200 square feet to 1,399 square feet	\$ 810.00	\$860.00	\$825
1,400 square feet to 1,599 square feet	\$ 945.00	\$1,000.00	\$975
1,600 square feet to 1,799 square feet	\$ 1,080.00	\$1,130.00	\$1,000
1,800 square feet to 1,999 square feet	\$ 1,215.00	\$1,265.00	\$1,250
2,000 square feet and above	\$ 1,350.00	\$1,400.00	\$1,375

Vacation Rental – Condo & Co-Op

Up to 999 square feet	\$ 349.80	\$400.00	\$475
1,000 square feet to 1,199 square feet	\$ 477.00	\$525.00	\$500
1,200 square feet to 1,399 square feet	\$ 572.40	\$625.00	\$600
1,400 square feet to 1,599 square feet	\$ 667.80	\$725.00	\$700
1,600 square feet to 1,799 square feet	\$ 763.20	\$825.00	\$800

1,800 square feet to 1,999 square feet	\$-858.60	<u>\$900.00</u>
2,000 square feet and above	\$-954.00	<u>\$1,000.00</u>
Long Term Rental	\$168.75	<u>\$125.00</u>
Condominium and Cooperative Association		
Transient & Transient Resort Rental Unit	\$-393.75	<u>\$450.00</u>
Hotel & Motel Rental Units		
Per Room	\$-56.25	<u>\$64.00</u>
Per Suite	\$-112.50	<u>\$130.00</u>
Per Villa	\$-1,125.00	<u>\$1,175.00</u>
Restaurant		
Per Seat	\$-1.87	<u>\$2.15</u>
Home Occupation	\$-112.50	<u>\$130.00</u>
Charter Boat	\$-151.87	<u>\$175.00</u>
Retail Store/Food Service	\$-151.87	<u>\$175.00</u>
Gas Station	\$-281.25	<u>\$320.00</u>
Convenience Store within Gas Station	\$-67.50	<u>\$80.00</u>
Golf Course	\$-28.12	<u>50.00</u>
Property Manager License	\$ 150.00	<u>\$175.00</u>
<u>Make-Up Property Manager Training Classes -As Needed</u>		<u>\$50.00</u>
Transfer of Owner, Manager, or Local Contact	\$ 112.50	
Safety Re-Inspection/Cancellation Fee	\$ 300.00	

Section 3. That the City Commission of the City of Key Colony Beach, Florida, hereby approves Resolution 2024-13.

Section 4. That the City Administrator is hereby authorized to take all necessary action to effectuate the intent of this Resolution.

Section 5. That this Resolution shall go into effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the Commission of the City of Key Colony Beach, Florida, at its regular meeting of the City held on January 16th, 2025.

**FINAL VOTE AT ADOPTION
CITY COMMISSION OF KEY COLONY BEACH**

Mayor Foster	NO _____	YES _____
Vice-Mayor Raspe	NO _____	YES _____
Commissioner Harding	NO _____	YES _____
Commissioner DiFransico	NO _____	YES _____
Commissioner Colonell	NO _____	YES _____

Mayor Foster, City of Key Colony Beach

ATTEST:

Silvia Roussin, City Clerk

(City Seal)

Approved as to form and legal sufficiency:

Dirk Smits, City Attorney

RESOLUTION NO. 2024-15

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY COLONY BEACH, FLORIDA AMENDING RESOLUTION 2021-05 MISCELLANEOUS FEE SCHEDULE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Key Colony Beach charges fees for miscellaneous services and boat trailer parking, and

WHEREAS, fees charged by the city for miscellaneous services and boat trailer parking fees were last amended in April 2021, and

WHEREAS, it has become necessary to increase the miscellaneous services and boat trailer fees to more accurately reflect the costs of the services performed.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF KEY COLONY BEACH, FLORIDA, AS FOLLOWS:

Section 1. The above recitations are hereby adopted and incorporated herein.

Section 2. This Resolution amends the Miscellaneous Fee Schedule for the City Commission of the Key Colony Beach to read as follows:

MISCELLANEOUS FEES

Garbage Service Charge	\$ 50.00	75.00
Application for Variance (LDR 101-171)	700.00	<u>800.00</u>
Application for Administrative Variance		
Sheds (Code 6-18)	50.00	
Sewer Easement (Code 14-32)	100.00	<u>150.00</u>
Application for Re-zoning	2,000.00	<u>2,500.00</u>
Yard Sale Permits	25.00	
Returned Check Fee	25.00	<u>35.00</u>
Label Format List of Owners per list	10.00	25.00
Sign Permit	20.00	35.00

Fee Schedule: Sandwich Board (not to exceed 2'x 4') \$75.00 annual fee B-1 & RH only
Contractor/Banner Style (not to exceed 30 sq ft) \$150.00 annual fee B-1, RH, & R-3 only.

BOAT TRAILER PARKING, TEMPORARY BASIS

Per Week	\$100.00 150.00 <u>\$125.00</u>
Per Month, up through Six Months	\$200.00 300.00 <u>\$250.00</u>

First Responders and Active Retired Military Personnel receive a 20% discount with a valid military/responder ID.

Residents using short-term trailer parking will be charged the same fee as residents using long-term parking.

BOAT TRAILER LONG TERM PARKING FEE

APRIL 1 – MARCH 31 Each Year (BILLING PERIOD)

Trailer Length 21' or less	\$200.00 <u>\$200.00</u> Annual
Trailer Length 21' to 24'6"	\$250.00 \$300.00 <u>\$275.00</u> Annual
Trailer Length 24'6" up	\$300.00 \$350.00 <u>\$325.00</u> Annual
Late Fee for One Month	\$25.00 \$35.00

First Responders and Active Retired Military Personnel receive a 20% discount with a valid military/responder ID.

Section 3. That the City Commission of the City of Key Colony Beach, Florida, hereby approves Resolution 2024-15.

Section 4. That the City Administrator is hereby authorized to take all necessary action to effectuate the intent of this Resolution.

Section 5. That this Resolution shall go into effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the Commission of the City of Key Colony Beach, Florida, at its regular meeting of the City held on January 16th, 2025.

**FINAL VOTE AT ADOPTION
CITY COMMISSION OF KEY COLONY BEACH**

Mayor Foster	NO	YES
Vice Mayor Raspe	NO	YES
Commissioner Harding	NO	YES
Commissioner DiFransico	NO	YES
Commissioner Colonell	NO	YES

ATTEST:

Silvia Roussin, City Clerk

(City Seal)

Mayor Foster, City of Key Colony Beach

Approved as to form and legal sufficiency:

Dirk Smits, City Attorney

ORDINANCE NO. 2025-496

**AN ORDINANCE OF THE CITY OF KEY COLONY BEACH, FLORIDA;
ADDING CHAPTER EIGHTEEN TO THE CODE OF ORDINANCES
ENTITLED GOLF CARTS; PROVIDING FINES AND PENALTIES; AND
PROVIDING FOR CODIFICATION; REPEALING ANY INCONSISTENT
PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the Legislature of the State of Florida, in Chapter 166, Florida Statutes, has granted municipalities the authority to adopt ordinances and regulations to protect the public health, safety, and welfare of their residents; and

WHEREAS, the City of Key Colony Beach, Florida recognizes the increasing popularity of golf carts as a mode of transportation within residential areas and recreational zones; and

WHEREAS, the City Commission acknowledges the need to regulate the operation of golf carts on public roads to ensure public safety, promote responsible use, and reduce potential hazards; and

WHEREAS, the City Commission seeks to create a Chapter in the City's Code of Ordinances that ensures golf carts can be used in a manner that is safe for both operators and pedestrians while providing clear guidelines for their use, registration, and enforcement of safety standards; and

WHEREAS, The City Commission seeks to create a chapter in the city's code of ordinances that permits golf carts on all city roads, provided they adhere to safety regulations and state laws; and

WHEREAS, the City Commission finds that implementing regulations for the operation of golf carts on designated roads will enhance safety, reduce accidents, and support sustainable transportation options within the community; and

WHEREAS, the City of Key Colony Beach, Florida is committed to fostering a safe, accessible, and sustainable community for all residents, including those who choose to operate golf carts as a means of local transportation; and

WHEREAS, the City of Key Colony Beach, Florida will be regularly reviewing and updating its policies related to the operation of golf carts to ensure they remain aligned with evolving transportation trends and safety standards; and

WHEREAS, the City Commission finds that the implementation of standardized requirements for golf cart registration, safety equipment, and operational rules will contribute to the overall safety and quality of life in the City.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEY COLONY BEACH, FLORIDA, AS FOLLOWS:

Section 1: Recitals

The above recitals are true and correct.

Section 2: Effective Date

This Ordinance shall become effective upon approval by the City Commission.

Section 3: Amendment

Chapter 18 of the City of Key Colony Beach, Florida Code of Ordinances shall read as follows:

Chapter 18 – GOLF CARTS

Sec. 18-1. - Findings.

(a) The City Commission finds that golf carts provide residents an alternative mode of transportation within communities, reducing vehicle emissions and gasoline consumption. Separate pathways for golf cart usage within public and private rights-of-way can provide connections between local roads, allowing travel between residential, retail, and workplace areas without the need for automobiles.

(b) The City Commission finds that having uniform standards for the designation of roads and streets for golf cart use and the operation of golf carts is necessary to protect the health, safety, and general welfare of the public.

(c) The City Commission designates all City Roads for the use of Golf Carts in addition to Low Speed Vehicles registered insured in accordance with F.S. § 302.02, and titled pursuant to F.S. Ch. 319.

(d) F.S. § 316.212 authorizes local governments to designate public municipal roads and streets for use by golf carts.

Sec. 18-2. - Definitions.

For purpose of this Section, the following definitions shall apply:

(a) *Authorized Utility Vehicle* means a Golf Cart of the City of Key Colony Beach, Florida Police Department vehicles and Utility Vehicles of other City departments, public service corporations operated by private corporations, the Florida Fish and Wildlife Conservation Commission, the Florida Department of Environmental Protection, the Florida Department of Health, the Florida Department of Transportation, and the Florida Department of Corrections as are designated or authorized.

(b) *City* means the City of Key Colony Beach, Florida.

(c) *City Commission* means the City Commission for the City of Key Colony Beach, Florida.

(d) *Designated Road* means a Road, or portion thereof, that, consistent with this Section, has received approval from the City for the use of Golf Cart. Designated Road shall include Roads currently in existence or Roads planned for construction.

(e) *Golf Cart* is defined as, "A motor vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes and is not capable of exceeding speeds of 20 miles per hour."

(f) *Low-Speed Vehicle* or *LSV* means any four-wheeled vehicle whose top speed is greater than 20 miles per hour but not greater than 35 miles per hour, including, but not limited to, neighborhood electric vehicles and modified Golf Carts. LSVs must comply with the safety standards in 49 C.F.R. Section 571.500 and F.S. § 316.2122.

(g) *Road* means, a way open to travel by the public, including, but not limited to, a street, highway, or alley. The term includes associated sidewalks, the roadbed, the right-of-way, and all culverts, drains, ditches, water storage areas, waterways, embankments, slopes, retaining walls, bridges, tunnels, and viaducts necessary for the maintenance of travel and all ferries used in connection therewith.

(h) *Sidewalk* means a paved area intended primarily for use by pedestrians.

Sec. 18-3. - Golf Cart Equipment.

(a) No Golf Cart or LSV shall be operated in a reckless or careless manner.

(b) The operation of a Golf Cart or LSV upon any Sidewalk is prohibited.

(c) A Golf Cart or LSV may be operated on a Road only between sunrise and sunset, unless the Golf Cart is equipped with headlights, tail lights, brake lights, turn signals and a windshield.

(d) A Golf Cart or LSV may not be operated upon a Road by any person under the age of 16. LSV Operators must possess a valid license. To operate a Golf Cart, individuals must be at least 16 and possess a valid driver's license, or 18 years or older with a valid photo ID.

(e) Any person operating a Golf Cart or LSV on a Road shall yield the right-of-way to pedestrians and bicycles at all crosswalks, slowing down or stopping as necessary.

(f) A Golf Cart or LSV operating on a Road must be equipped with efficient brakes, reliable steering apparatus, safe tires, a rearview mirror, and red reflectorized warning devices in both the front and rear. Additionally, a Golf Cart operating on a Road must be equipped with a horn or other warning device required by F.S. § 316.271.

(g) An LSV operating on the City of Key Colony Beach, Florida's must be registered and insured in accordance with F.S. § 302.02 and titled pursuant to F.S. Ch. 319.

(h) The City may use Golf Carts or LSVs upon any Road or Sidewalk in accordance with the provisions of this Chapter 18, as applicable, and of F.S. § 316.2126(1) and (4).

(i) Notwithstanding any provision of this Part to the contrary, any Authorized Utility Vehicle may operate on any Road or sidewalk while carrying out official duties and in accordance with F.S. § 316.21265.

(j) In addition to the above provisions, the Florida Uniform Traffic Control Law (F.S. Ch. 316) shall apply where applicable, as per Florida law.

Sec. 18-4. - Enforcement and Penalties.

Violations of this Part may be enforced by the Key Colony Police Department.

(a) The Chief is authorized to stop persons whom he or she reasonably suspects are in violation of the provisions of this Chapter and may detain such persons as long as is reasonably necessary to determine whether they are in violation of this Chapter.

(b) The Sixteenth Judicial Circuit shall have jurisdiction to hear charges of violations herein.

(c) The enforcement provisions of this Chapter are supplemental in nature and are not intended to prohibit the City from seeking any remedy available at law or equity.

FIRST READING by the City of Key Colony Beach City Commission this 16th day of January, 2025.

Mayor Freddie Foster	NO _____	YES _____
Vice-Mayor Joey Raspe	NO _____	YES _____
Commissioner Tom Harding	NO _____	YES _____
Commissioner Tom DiFransico	NO _____	YES _____
Commissioner Doug Colonell	NO _____	YES _____

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

SECOND READING AND DULY ADOPTED by the City of Key Colony Beach City Commission on this 20th day of February, 2025.

Mayor Freddie Foster	NO _____	YES _____
Vice-Mayor Joey Raspe	NO _____	YES _____
Commissioner Tom Harding	NO _____	YES _____
Commissioner Tom DiFransico	NO _____	YES _____
Commissioner Doug Colonell	NO _____	YES _____

DULY PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF KEY COLONY BEACH, FLORIDA, this 20th day of February, 2025.

Freddie Foster, Mayor

Silvia Roussin, City Clerk

Approved as to form and legal sufficiency:

Dirk M. Smits, Esq. B.C.S., City Attorney

RESOLUTION NO. 2024-13

**A RESOLUTION BY THE CITY OF KEY COLONY BEACH
BOARD OF COMMISSIONERS AMENDING RESOLUTION
2021-08 FEE SCHEDULE FOR BUILDING DEPARTMENT
PERMITS AND SERVICES; AND PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, Chapter 6, Buildings of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to a Fee Schedule as a separate document from the Ordinance, and

WHEREAS, Chapter 9, Licenses, Permits and Business Regulations of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to administrative fees for services; and

WHEREAS, Chapter 14, Sewers and Sewage Disposal of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to administrative fees for services; and

WHEREAS, Chapter 15, Stormwater of the Code of Ordinances of the City of Key Colony Beach, Florida, refers to administrative fees for services; and

WHEREAS, it has become necessary to increase and decrease certain fees to more accurately reflect the costs of the services performed.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF KEY
COLONY BEACH, FLORIDA, AS FOLLOWS:**

Section 1. The above recitations are hereby adopted and incorporated herein.

Section 2. This Resolution amends the Miscellaneous Fee Schedule for the City Commission of the Key Colony Beach to read as follows:

BUILDING PERMIT FEES

No permit required for estimated work under \$1,000, however, an inspection may be necessary as determined by the Building Official, with a charge of \$25.00.

TYPE OF STRUCTURE

PERMIT FEE

NEW: SINGLE-FAMILY, DUPLEX,
MULTI-FAMILY, BUSINESS

\$15 ~~\$15~~ per \$1,000 of Job Cost

* Excludes open or enclosed garages, open or screened porches, carports and similar construction, as well as the floor area of any non-habitable floor.

SEA WALLS, SWIMMING POOLS, SPAS, TENNIS COURTS, DOCKS, ADDITIONS, ALTERATIONS, ROOFING (REPAIRS AND NEW ROOFS), MAJOR REPAIR, ELECTRICAL, PLUMBING, MECHANICAL ADDITIONS OR ALTERATIONS.

Costs of Up To \$2,000 - Flat Fee \$ 100

Costs Greater Than \$2,000 - Per \$1,000 or Any Part Thereof ~~\$40~~ \$35

Option for utilizing Private Inspection Providers, provider is required to be approved by the Building Department.

13% discount on the Building Permit Fee, provided communication occurs during the application process or prior to an initial inspection by the Building Department.

TRIPLE FEES PLUS \$500 shall be charged if work for which a permit is required is started or proceeds prior to procuring a permit.

CONSULTING CITY ENGINEER

Additional fee to applicant as determined by services rendered.

CONSULTING CITY LEGAL

Additional fee to applicant as determined by services rendered.

FIRE SAFETY PLAN REVIEW

Minimum Fee	\$50	\$75.00
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Duplex	\$200	\$225.00
Multi-family, commercial new construction, alterations and additions		0.15% of construction cost

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Marinas dispensing and storing fuel	\$125 \$175.00
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CLEAN-UP BONDS (refundable)

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All Other Structures	\$ 4,000.00

FINAL INSPECTION FEE ON ADDITIONS, ALTERATIONS, MAJOR REPAIRS

Refundable up to one year after permit is issued	\$ 500.00
Charged as determined by Building Official	

PROPERTY INQUIRY FEE \$ 30.00

TRANSFER OF OWNERSHIP RECORDS FEE

Single-Family, Duplex, or Vacant Lot \$ 200.00
Condominium \$ 100.00

SEWER CONNECTION FEE

Each New Residential Living Unit \$5,625 Per Unit
Each Redeveloped Residential Living Unit \$5,625 unless paid at original development.
(See Chapter 14 of the Code of Ordinances for exceptions)

SEWER TIE-IN INSPECTION FEE ~~\$100.00~~ \$150.00

IMPACT FEE ~~\$1,213.00~~ \$1,350 Per Unit

BUILDING SURCHARGE FEE 2.5% of Permit Fee, Minimum \$4.00

KEY COLONY BEACH DEVELOPMENT FEE ~~\$2,000.00~~

Cost to be determined based on an estimate from the Staff from the scope of the project, which would include legal cost. Cost for recovery costs only.

BUILDING PLANNING & ZONING REVIEW

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Up to 999 square feet	\$ 472.50	\$500.00
1,000 square feet to 1,199 square feet	\$675.00	\$700.00
1,200 square feet to 1,399 square feet	\$ 810.00	\$825.00
1,400 square feet to 1,599 square feet	\$ 945.00	\$975.00
1,600 square feet to 1,799 square feet	\$1,080.00	\$1,000.00
1,800 square feet to 1,999 square feet	\$1,215.00	\$1,250.00
2,000 square feet and above	\$1,350.00	\$1,375.00

Vacation Rental – Condo & Co-Op

Up to 999 square feet	\$ 349.80	\$475.00
1,000 square feet to 1,199 square feet	\$ 477.00	\$500.00
1,200 square feet to 1,399 square feet	\$ 572.40	\$600.00
1,400 square feet to 1,599 square feet	\$ 667.80	\$700.00
1,600 square feet to 1,799 square feet	\$ 763.20	\$800.00
1,800 square feet to 1,999 square feet	\$ 858.60	\$900.00
2,000 square feet and above	\$ 954.00	\$1,000.00

Long-Term Rental	\$168.75	\$125.00
Condominium and Cooperative Association		
Transient & Transient Resort Rental Unit	\$393.75	\$450.00
Hotel & Motel Rental Units		
Per Room	\$56.25	\$64.00
Per Suite	\$112.50	\$130.00
Per Villa	\$1,125.00	\$1,175.00
Restaurant		
Per Seat	\$1.87	\$2.15
Home Occupation	\$112.50	\$130.00
Charter Boat	\$151.87	\$175.00
Retail Store/Food Service	\$151.87	\$175.00
Gas Station	\$281.25	\$320.00
Convenience Store within Gas Station	\$67.50	\$80.00
Golf Course	\$28.12	50.00
Property Manager License	\$150.00	
Make-Up Property Manager Training Classes -As Needed		\$50.00
Transfer of Owner, Manager, or Local Contact		\$112.50

Section 3. That the City Commission of the City of Key Colony Beach, Florida, hereby approves Resolution 2024-13.

Section 4. That the City Administrator is hereby authorized to take all necessary action to effectuate the intent of this Resolution.

Section 5. That this Resolution shall go into effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the Commission of the City of Key Colony Beach, Florida, at its regular meeting of the City held on January 16th, 2025.

**FINAL VOTE AT ADOPTION
CITY COMMISSION OF KEY COLONY BEACH**

Mayor Freddie Foster	NO _____	YES _____
Vice-Mayor Joey Raspe	NO _____	YES _____
Commissioner Tom Harding	NO _____	YES _____
Commissioner Tom DiFransico	NO _____	YES _____
Commissioner Doug Colonell	NO _____	YES _____

Mayor Foster, City of Key Colony Beach

ATTEST:

Silvia Roussin, City Clerk

(City Seal)

Approved as to form and legal sufficiency:

Dirk Smits, City Attorney

RESOLUTION NO. 2024-15

**A RESOLUTION OF THE CITY COMMISSION OF THE
CITY OF KEY COLONY BEACH, FLORIDA AMENDING
RESOLUTION 2021-05 MISCELLANEOUS FEE SCHEDULE;
AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the City of Key Colony Beach charges fees for miscellaneous services and boat trailer parking, and

WHEREAS, fees charged by the city for miscellaneous services and boat trailer parking fees were last amended in April 2021, and

WHEREAS, it has become necessary to increase the miscellaneous services and boat trailer fees to more accurately reflect the costs of the services performed.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF KEY COLONY BEACH, FLORIDA, AS FOLLOWS:

Section 1. The above recitations are hereby adopted and incorporated herein.

Section 2. This Resolution amends the Miscellaneous Fee Schedule for the City Commission of the Key Colony Beach to read as follows:

MISCELLANEOUS FEES

Application for Variance (LDR 101-171)	\$700.00	
Application for Administrative Variance		
Sheds (Code 6-18)	\$50.00	
Sewer Easement (Code 14-32)	\$100.00	\$150.00
Application for Re-zoning	\$2,000.00	\$2,500.00
Yard Sale Permits	\$25.00	
Returned Check Fee	\$25.00	\$35.00

Fee Schedule: Sandwich Board (not to exceed 2'x 4') \$75.00 annual fee B-1 & RH only
Contractor/Banner Style (not to exceed 30 sq ft) \$150.00 annual fee B-1, RH, & R-3 only.

BOAT TRAILER PARKING, TEMPORARY BASIS

Per Week	\$100.00	\$125.00
Per Month, up through Six Months	\$200.00	\$250.00

First Responders and Active Retired Military Personnel receive a 20% discount with a valid military/responder ID.

Residents using short-term trailer parking will be charged the same fee as residents using long-term parking.

BOAT TRAILER LONG TERM PARKING FEE

APRIL 1 – MARCH 31 Each Year (BILLING PERIOD)

Trailer Length 21' or less	\$200.00	\$200.00 Annual
Trailer Length 21' to 24'6"	\$250.00	\$275.00 Annual
Trailer Length 24'6" up	\$300.00	\$325.00 Annual
Late Fee for One Month		\$25.00

First Responders and Active Retired Military Personnel receive a 20% discount with a valid military/responder ID.

Section 3. That the City Commission of the City of Key Colony Beach, Florida, hereby approves Resolution 2024-15.

Section 4. That the City Administrator is hereby authorized to take all necessary action to effectuate the intent of this Resolution.

Section 5. That this Resolution shall go into effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the Commission of the City of Key Colony Beach, Florida, at its regular meeting of the City held on January 16th, 2025.

FINAL VOTE AT ADOPTION
CITY COMMISSION OF KEY COLONY BEACH

Mayor Freddie Foster	NO _____	YES _____
Vice Mayor Joey Raspe	NO _____	YES _____
Commissioner Tom Harding	NO _____	YES _____
Commissioner Tom DiFransico	NO _____	YES _____
Commissioner Doug Colonell	NO _____	YES _____

Mayor Foster, City of Key Colony Beach

ATTEST:

Silvia Roussin, City Clerk

(City Seal)

Approved as to form and legal sufficiency:

Dirk Smits, City Attorney

RESOLUTION NO. 2024-16

**A RESOLUTION OF THE CITY OF KEY COLONY BEACH
FLORIDA, AMENDING CHAPTER 1 – GENERAL
PROVISIONS, SECTION 1-10 – ORGANIZATION OF CODE
ENFORCEMENT; PROVIDING FOR AN UPDATED
SCHEDULE OF VIOLATIONS AND PENALTIES; AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the City of Key Colony Beach is charged with the administration of a wide variety of municipal issues, including code enforcement to promote, protect and improve the health, safety and welfare of the citizens of the City of Key Colony Beach, Florida, by providing an equitable, expeditious effective and inexpensive method of enforcing the ordinances of the City of Key Colony Beach, Florida; and

WHEREAS, the City of Key Colony Beach is authorized by Florida law to levy fees and charges that are a true and accurate reflection of the actual cost of providing such code enforcement services to its residents; and

WHEREAS, the City of Key Colony Beach Commission wishes to amend the schedule of violations and penalties that may be charged by the City to its residents for various municipal code violations to provide for full cost recovery based on the amount of time required by City staff to fully and appropriately review and process resident requests.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEY COLONY BEACH, FLORIDA, AS FOLLOWS:

Section 1. The above recitations are hereby adopted and incorporated herein.

Section 2. The Amended Schedule of Violations and Penalties Pursuant to Section 1-10, is attached hereto as Exhibit A.

Section 3. That the City Commission of the City of Key Colony Beach, Florida, hereby approves Resolution 2024-16.

Section 4. That the City Administrator is hereby authorized to take all necessary action to effectuate the intent of this Resolution.

Section 5. That this Resolution shall go into effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the Commission of the City of Key Colony Beach, Florida, at its regular meeting of the City held on January 16th, 2025.

FINAL VOTE AT ADOPTION
CITY COMMISSION OF KEY COLONY BEACH

Mayor Freddie Foster	NO _____ YES _____
Vice Mayor Joey Raspe	NO _____ YES _____
Commissioner Tom Harding	NO _____ YES _____
Commissioner Tom DiFransico	NO _____ YES _____
Commissioner Doug Colonell	NO _____ YES _____

Mayor Foster, City of Key Colony Beach

ATTEST:

Silvia Roussin, City Clerk

(City Seal)

Approved as to form and legal sufficiency:

Dirk Smits, City Attorney

CITY OF KEY COLONY BEACH
SCHEDULE OF VIOLATIONS AND PENALTIES
PURSUANT TO SECTION 1-10

*CITY CODE SECTION	ITEM IN VIOLATION	*PENALTY AMOUNT
4-6	Animals running at large	\$100.00 per violation
4-8	Noisy animals	\$100.00 per violation
4-9	Vicious, dangerous animals	\$100.00 per day
4-10	Removal of animal defecation	\$50.00 per violation
5-1	Prohibited vessel operations	\$250.00 per violation
5-4	Vessels as commercial establishments	\$250.00 per day
5-5	Anchoring limitations	\$250.00 per day
5-6	Rafting of vessels	\$250.00 per day
5-7	Discharge into waters	\$250.00 per day
5-9	Fishing on Sadowski Bridge and Sunset Pier	\$100.00 per violation
5-11	Diving and snorkeling prohibitions during "mini" season	\$250.00 per violation
5-15	Living aboard vessels	\$250.00 per day
5-40	Exceeding overall boat length at waterfront property	\$200.00 <u>\$250.00</u> per day
5-80	Boat and trailer parking	\$100.00 per day
5-82	Boats and trailers parked in City right-of-way	\$100.00 per day
6-6	Working without building permit	\$250.00 per day
6-10	Permitted working days and hours	\$250.00 per violation
6-50	Display street numbers on buildings	\$100.00 per day
6-56	Buildings and property maintenance	\$250.00 per day
6-59	Limitations on parking trailers and recreational vehicles	\$100.00 per day
7-2	Garbage and trash accumulation	\$100.00 per day
7-5	Use garbage cans	\$50.00 per day
7-6	Garbage cans specifications	\$50.00 per day
7-7	Location and placement of garbage cans	\$50.00 per day
7-12	Dumping and littering	\$250.00 per day

8-6	Lots maintained in mow-able mow able condition	\$250.00 per day
9-4	Doing business without a license	\$250.00 per day
9-20	Rental property owner's tax	\$250.00 per day
9-25	Exceeding rental occupancy	\$250.00 per day
10-2	Loud or disturbing noise	\$250.00 per violation
10-3	Specific noise prohibitions	\$250.00 per violation
11-2	Camping prohibition	\$100.00 per day
11-4	False fire alarms: (1 st violation) (2 nd and subsequent violations)	Warning \$250.00 per day
11-5	False burglar alarm (1 st violation) (2 nd violation) (3 rd violation) (4 th and subsequent violations)	Warning \$100.00 per day \$250.00 per day \$250.00 per day
12-9	City parking open hours	\$250.00 per day
14-4	Damaging sewer facilities	\$250.00 per day
14-10	Prohibited discharges (sewer and storm drains)	\$250.00 per day
17-1	City Street Speed Limit 25mph.	<i>Per Florida Statutes</i>
17-6	Parking prohibited without owner's permission	\$50.00 per day
101-26(8)	Nuisance lighting	\$50.00 per day
101-31	Garage sale	\$25.00 per violation
101-32(3)	Burning of refuse	\$100.00 per day
101-34	Home occupations	\$250.00 per day
101-35	Inoperative vehicles	\$100.00 per day
101-55	Illegal parking (Commercial and recreational vehicles)	\$100.00 per day
101-55(3)	Prohibition on use of vehicles, motorhomes, trailers and campers as residence	\$100.00 <u>\$200.00</u> per day
101-67	Landscape maintenance	\$50.00 per day
101-131	Prohibited signage	\$50.00 per violation
101-136	Temporary signage	\$50.00 per day
101-137	Sign maintenance	\$50.00 per day
F.S. §316.1955.57	Parking in handicapped space	\$250.00 per violation

***F.S. §316.2065(7)	Bicycle safety requirements	\$64.50 per violation
***F.S. §316.2065(d)	Bicycle helmet requirement for passengers under 16yoa	\$64.50 per violation
^New	Short term vacation rental w/out license	\$250.00 per day
^New	Short term vacation rental less than 7 days	\$250.00 per day
^New	Short term rental w/ excessive number of tenants	\$250.00 per day
^New	Short term rental – cleaning not acceptable	\$250.00 per day
^New	2 nd violation for short term vacation property	\$250.00 per day, and license suspension for 30 days.
^New	3 rd violation for short term vacation property	\$250.00 per day, and license suspension for 1 year.
^New	Dangerous structures posing safety risk	\$250.00 per day
^New	Violation of recreation vehicle parking ordinance	\$100.00 \$200.00 per day
^New	Long term vacation rental w/out rental license	\$250.00 per day
^New	Long term vacation rental w/ excessive number of tenants	\$250.00 per day
^New	Long term rental – cleaning not acceptable	\$250.00 per day
^New	2 nd violation for long term vacation property	\$250.00 per day, and license suspension for 30 days.
^New	3 rd violation for long term vacation property	\$250.00 per day, and license suspension for 30 days <u>1</u> -year.
^New	Subleasing dock space	\$250.00 per day
^New	Permit fee for Solar Panel Installation	\$250.00 **additional 2.5% State surcharge
^New	Notary Fees	Notary Services are provided for City-related business at no cost. No other Notary Services will be provided.

*Sec.1-10(g)(2) sets maximum fine of \$250.00 per day; *See also*, FL ST §162.09(2)(a) (setting maximum fine shall not exceed \$250.00 for first violation or \$500.00 per day for repeat violation).

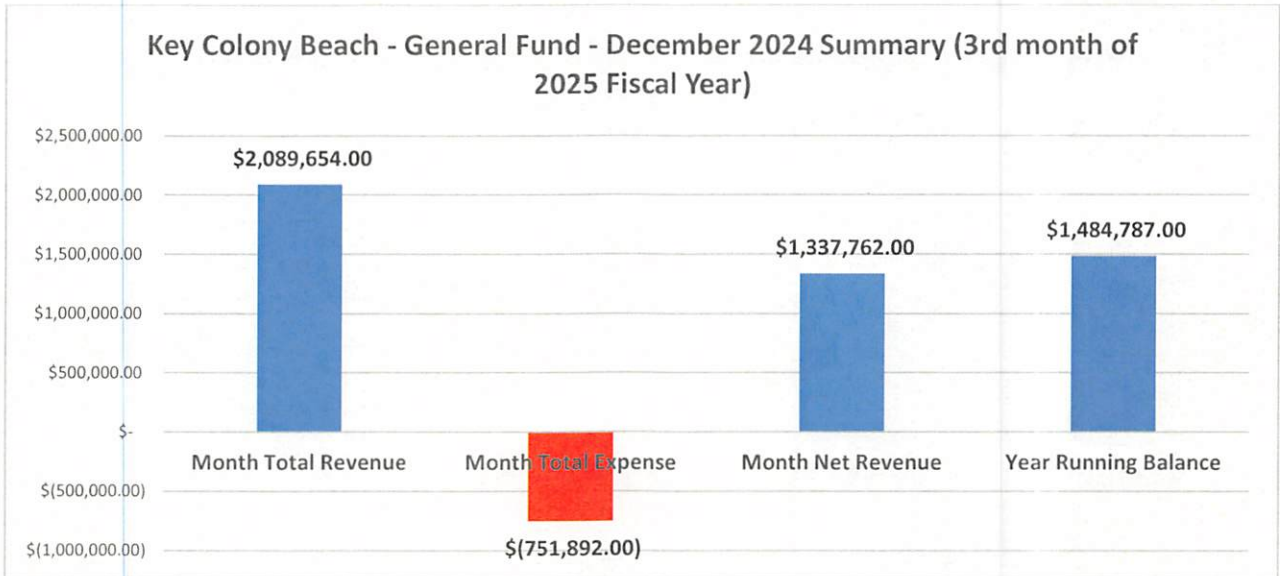
**All violations/penalties set forth herein are subject to an administrative fee of ~~\$338.00~~ \$380.00 plus cost of prosecution. Violations that are irreparable or irreversible in nature may have a fine imposed not to exceed \$5,000 per violation.

***An additional fine of \$2.50 will be assessed exclusive of the penalty set forth above, to be paid to the State's General Fund for safety programs.

City of Key Colony Beach Treasurer's Report – January 16, 2025

December 31, 2024, financial summary – General Fund

- 3rd Month of the 2025 fiscal year budget-
 - Monthly Plot below:



Comments:

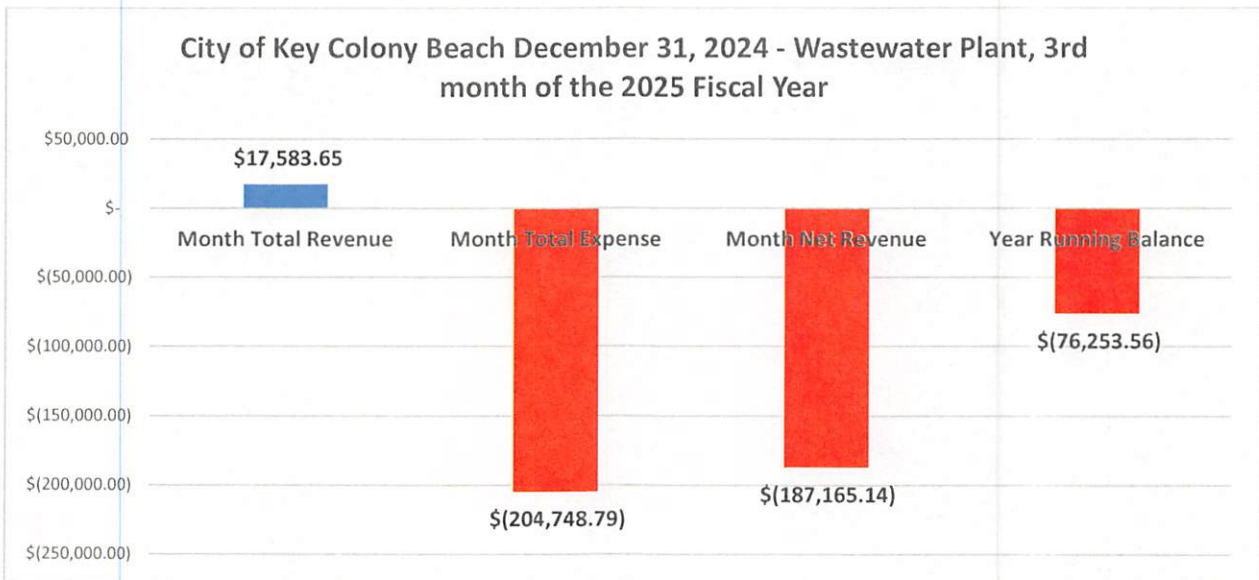
- Overall revenue tracking close to last year's levels at this time.
- Overall expenses tracking higher than last year at this time, by an increase of \$245,000
 - Resulting in a net revenue reduction vs. last year at this time
 - 2025 YTD Expenses tracking over budget by \$105,074 at this time with 3 months of exposure.
- Monthly legal costs scheduled for 15Ja25, Legal fees tracking well under budget. The monthly chart continues to be updated for specific categories of expense.
- Building fund YTD net revenue at \$8,070.00. Continues to show a positive balance, reminder to review Building permit fees for proposed reduction. Note - large year-to-year variation in revenue for building permits.

City of Key Colony Beach Treasurer's Report – January 16, 2025

**3rd Month of the Fiscal Year, December 31, 2024, financial summary –
Wastewater/Stormwater**

Wastewater

- Plot below for Monthly Summary:



Comments:

Revenue slightly lower than budget, due to commercial seasonal revenue lower for this quarter

System Maintenance and Repairs expense tracking is higher than budget, due to recent payment for sewer line cleaning and camera study. Over \$53,000 at this time.

Stormwater:

- Checking/Savings at \$33,658.78
- Stormwater fees received this month of \$66,345.15, YTD collected 87% of the year's budget.