

AGENDA

KEY COLONY BEACH CITY COMMISSION REGULAR MEETING & PUBLIC HEARING

Thursday, March 20th, 2025 – 9:35 AM or at the conclusion of the Public Hearing
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**
- 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. Police Department – Chief DiGiovanni – Pgs. 5-8**
 - c. City Administrator’s Report – John Bartus – Pgs. 9-10**
 1. Discussion & Recommendation to the County regarding the continuance of the Baptist MSTU (Municipal Service Taxing Unit) – **Pgs. 11-20**
 - d. Building/Code Department – Building Official Loreno – Pgs. 21-22**
 1. Discussion/Approval for consulting fees to former Building Official Ed Borysiewicz for services rendered – **Pg. 23**
 - e. Public Works – Public Works Department Head Guarino – Pgs. 24-25**
 - f. City Hall – City Clerk Roussin – Pgs. 26-27**
 - 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 Special Meeting Minutes 01-28-2025 ****TBA******
 - b. City Commission Townhall Meeting Minutes 02-14-2025 ****TBA******
 - c. City Commission Public Hearing Minutes 02-20-2025 ****TBA******
 - d. City Commission Regular Meeting Minutes 02-20-2025 ****TBA******
 - e. City Commission Special Meeting Minutes 03-05-2025 ****TBA******
 - f. Approval of Warrant No. 0225 for \$830,840.77 – Pg. 28**

7. Discussion Action Items

- a.** Discussion/Approval on a recommendation from the Recreation Committee on the placement of Cornhole structures – **Pgs. 29-31**
- b.** Discussion/Approval of a recommendation from the Recreation Committee regarding the 7th Street Basketball location - **Pgs. 32-35**
 - i.** Request to hold a Special Recreation Committee Meeting per Chapter 12, Sec. 12-6, Code of Ordinances, by March 28th, 2025, to appoint a member of the Recreation Committee to be part of a fact-finding Committee to determine alternative basketball court locations in accordance with the perimeters identified at the Recreation meeting held on March 6th, 2025 (see attached minutes) **Pgs. 36-43**
- c.** Discussion/Approval of a recommendation from the Recreation Committee to hire an Engineer to conduct an ADA Compliance Study for all Parks
- d.** Discussion/Approval of a recommendation from the Recreation Committee for grant funding applications for Fitness Elements - **Pgs. 44-53**
- e.** Discussion/Approval on a recommendation by Mittauer Engineering for the award of the 7th Street & Shelter Bay Drive Stormwater Drainage Improvements
 - i.** Proof of Publication - **Pg. 54**
 - ii.** Recommendation ****TBA****
- f.** Discussion/Approval to go forward with the in-house City Hall Kitchen remodel for equipment and materials not to exceed \$50,000 – **Pgs. 55-60**
- g.** Discussion/Approval on a Consent Agreement for the assignment of Mittauer Engineering Projects to CPH LLC ****tentative****
- h.** Discussion/Approval on compensation for unpaid Comp Time for Gerard Roussin – **Pgs. 61-70**

8. Ordinances & Resolutions

- a. FIRST READING of Ordinance No. 2025-497:** An Ordinance Of Key Colony Beach, Florida, Amending The Goals, Objectives, And Policies Of The Future Land Use, Transportation, Housing, Infrastructure, Coastal Management, Conservation, Recreation And Open Space, Intergovernmental Coordination, And Capital Improvements, Elements Of The Comprehensive Plan; Adding A Property Rights Element And Accompanying Goal, Objective And Policies; As Mandated By Florida Statutes 163.3177; Providing For Transmittal To The State Land Planning Agency; Providing A Conflicts Clause And Severability Clause, Providing An Effective Date.
 - i.** Ordinance 2025-497 – **Pgs. 71-73**
 - ii.** Comprehensive Plan Amendments – **Pgs. 74-122**
 - iii.** Business Impact Statement – **Pgs. 123-125**
 - iv.** Proof of Publication – **Pgs. 126-127**
 - v.** Recommendation by the Planning & Zoning Board – **Pg.128**
- b. SECOND READING of Ordinance No. 2025-498:** An Ordinance Of The City Of Key Colony Beach Florida, Amending Code Of Ordinance Article Vi – Finance, Section 2-75 To Increase The Discretionary Spending Threshold; Repealing Conflicting Ordinances; Providing For Severability; And Providing For An Effective Date.
 - i.** Ordinance 2025-498 – **Pgs. 129-131**
 - ii.** Business Impact Statement – **Pgs. 132-134**
 - iii.** Proof of Publication – **Pg. 135**

9. Secretary-Treasurer's Report

- a. February 2025 Financial Summary – Pgs. 136-139**

10. City Attorney's Report

11. Commissioner's Reports & Comments

- a. Commissioner Tom Harding**
 - i. Wastewater Sampling Summary Report of March 17th, 2025 **TBA****
 - ii. Monroe County Local Mitigation Strategy Update – Pgs. 140-142**
 - iii. FDOT Work Request Updates – Pg. 143**
- b. Commissioner Tom DiFransico**
- c. Commissioner Doug Colonell**
- d. Vice-Mayor Joey Raspe**
- e. Mayor Freddie Foster**
 - i. Request to define the role of the Recreation Committee with respect to properties under lease or management agreements**
 - ii. Discussion on a possible referendum to purchase the beachfront property at 721 W. Ocean Drive**
 - iii. Sunset Park Improvements**
 - iv. Boat Storage – New Guidelines and Requirements – Pgs. 144-146**

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**

<https://us02web.zoom.us/j/81251683838?pwd=1HgjbvJbgl2KifRl405qoStVCWae.1>

Meeting ID: 812 5168 3838

Passcode: 228571

One tap mobile

+13052241968,,81251683838#,,, *228571# US

+13126266799,,81251683838#,,, *228571# US (Chicago)

Subject:

On Sat, Mar 1, 2025 at 8:08 PM Cathy Alexander <cathyalex@me.com> wrote:

Freddie Foster,

My husband and I recently purchased a duplex here in KCB, and we absolutely love it. I'm an avid pickleball player, and we enjoy spending time on our boat—two things this beautiful city offers in abundance.

The expansion of the pickleball courts will be a fantastic addition once completed. I know the club put in tremendous effort to cover a significant portion of the costs, and the city's support has been instrumental in making these improvements possible.

I'm also thrilled that the basketball court will remain near the park. With two grandsons, having both the hoops and swings nearby will be wonderful when they visit. These enhancements to our community not only improve our quality of life but also add value to our home. Pickleball, in particular, can be a major draw for rentals in our area or, as in our case, new homeowners.

Thank you for your support in making KCB an even better place to live.

**Cathy Alexander
10th Street Homeowner**



CITY OF MARATHON FIRE RESCUE

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

Memorandum

Date: 3/3/2025
To: Honorable Mayor and City Council members
From: James E. Muro, Fire Chief
Through: George Garrett, City Manager
Subject: February Month End Report

ALARM RESPONSES	February
Fire Incidents	2
Hazardous Condition	5
Public Service	22
False Alarm Fire	6
Good Intent Call	25
EMS	116
Inter-facility Transfers	54
Total for Month:	230
Total Calls for Calendar 2025:	450

KCB BREAKOUT REPORT	February
Fire Incidents	
Hazardous Condition	
Public Service	1
False Alarm Fire	
Good Intent Call	2
EMS	10
Total for Month:	13
Total Calls for Calendar 2025:	24

<u>FIRE PREVENTION</u>	February
Fire Inspections	19
Fire Safety Plan Review	36
Vacation Rental Inspections	105
Occupational or Annual License Inspections	1
Event Inspections	1
Annual State Inspections	1
DHR Follow-Up Inspections	0

<u>VACATION RENTALS</u>	February
Total Applications Processed	68
Vacation Rental Inspections	105
Total VR Fees Collected	\$65,725.00
Agent/Local Contacts Trained	13
Total VR Licenses Issued	93

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 I are planning the Q1 Officers' meeting, on 3/19 in which we will finalize revised staffing at station 15 utilizing step Lt. (prior to promotional exams) and speak of other matters including truck specifications and some revisions to using the Engine for High Hazard planning in the community. We also will be discussing proposed and "in progress" on SOP revisions and plans for ISO rating and inspection.

· **EMS / Fire Training** – We have onboarded and completed the training for 3 of the 6 budgeted positions, which brings us to full staffing, their first day on their assigned shift will be 3/8/25, and are meeting with the Medical Director Dr. Gandia on 3/10/25 to speak about expectations and professionalism in service to the Community. In February the new members completed training at the Fire Academy for "zero visibility and live fire training" which was the capstone of their 6 week "pre-assignment". We have the final 3 of budgeted positions hired and will start that same training on 3/31. Those new employees will be "pinned" and newly promoted Captain Pete Meneses will be recognized on 3/25 in Council chambers.

· **City Partners** - We are starting our CPR training course for our City Employee Members on 3/12/25- we have 3 classes scheduled at this time. This is an ongoing commitment to prepare our employees to help when the call requires prior to Fire-Recue arriving. We will be issuing the replacement AED's and training on them at those training sessions. Those City employees will then be enrolled in RQI for ongoing proficiency, allowing a quick verification process to stay current.

· 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 81 classes and training modules and completed 104.25 in training hours. We have started our first renewal cycle for RQI for our internal staff keeping proficient with CPR. We also completed the training of the Key Colony Beach Police officer for Narcan training and onboarded them with RQI in which they will utilize our platform to keep proficient on CPR. We issued (3) three AEDs to the City of Key Colony Beach for their public space use.

· Community Outreach/ Recognition in February. We are proud to announce that Lt. Casar Morton was recognized at SWAT medic of the quarter, Mr. Garrett and I as well as proximate on duty members attended. Fire Rescue supported several recognitions of our members of the High School Weightlifting team with “announced arrival” using fire trucks for their exceptional performance. We also placed an active-duty fire truck in the KCB Days parade, which was well received.

BENEVOLENT FIREFIGHTER SERVICES

In this month’s meeting, we approved the membership application for Katie Lewis, pending a background check. The financial report showed a balance of \$29,689.63. There were no committee updates, but discussions were held regarding liability coverage for Puto, which is still being confirmed. CPR classes have begun, with proceeds going to the Benevolent fund, though clarification is needed on the check recipient.

For fundraising and community engagement, Shark Bite and Christmas shirts will be sold at the Seafood Festival, and there was a suggestion to introduce youth-sized Shark Bite shirts. Brandi is finalizing the [Zeffy.com](https://www.zeffy.com) site for online fundraising. Katie emphasized the need to establish the Benevolent fund’s identity and suggested increasing our presence on social media, as well as hosting community events such as a Family Night at the station or an Easter Egg Hunt.

Mike presented a proposal for a fire department boat, which aligns with department needs, and \$480,000 has been secured for its purchase. The Chief also provided insight into various boat options. Looking ahead, plans are in motion for a Fishing (Not saying what species yet) Tournament in November, and further efforts will be made to engage the community, support Marathon Fire Rescue, and strengthen our fundraising initiatives.

ACTIVITIES ATTENDED IN FEBRUARY:

Cirque Ma’Ceo
KCB Police CPR & Narcan Training
FAA Drill
Kair Sombrero Beach Run
Monroe County Bocce Game
Paramedicine Workgroup – Chief
City Commission Public Hearing Meeting – Chief
HURREX Planning Meeting – Chief

**Commission Meeting Report
Key Colony Beach Police Department
February 14, 2024, to March 12, 2025
Chief Kris DiGiovanni**

A. REPORTS

- **2/27/2025: Report Number KCBP25OFF000007: 470 4th St Battery - A neighbor dispute turned into a physical altercation. No action from the state. Result: No Action from the State.**
- **2/28/2025: Report Number KCBP25OFF000008: 1133 West Ocean Drive DUI – A driver under the influence crashed their vehicle on a large rock on the property. The vehicle was stuck and had to be towed. Officer Niemiec arrested the driver for DUI. Result: Arrest**
- **3/04/2025: Report Number KCBP25OFF000009: City Hall Harassment – Officer Buckwalter received a report of harassment. Result: Open Investigation**
- **3/10/2025: Report Number KCBP25OFF000010: City Hall Harassment – Officer Niemiec received a report of cyber harassment. Result: Open Investigation**

B. MEDICAL/ALARM CALLS

Total Calls: 13

C. CALLS FOR SERVICE

Total Calls: 25

2/14/2025 – Assist Citizen – A/S Burden distributed a helmet and a bike light to a citizen. A/S Burden is a certified bicycle helmet fitter.

2/14/2025 – Suspicious Person – A/S Burden discovered a subject camping in the Sunset Park. A/S Burden checked the subject for criminal history and the subject was not wanted. The subject left after a warning from Burden.

2/14/2025 – Accident w/NO injury – Officer Niemiec received a report of an accident that occurred in the parking lot of the Sunset Beach Apartments/East Ocean Drive – There was a significant time delay in the report – the officer directed the reporting party to self-report through the DMV website.

2/15/2025 – Trespassing –15th Street - Officer Niemiec responded to a trespassing call in which there were 2 subjects fishing off the owner's dock. The area was searched, and the subjects were not found. There was a time delay in the call. The information was passed on to the other officers.

2/15/2025 – Neighbor Problem – 11th/12th Street – Officer Niemiec received a call about a neighbor that is stating that the person across the canal is trespassing – This call is being handled administratively.

2/19/2025 – Marine violation – Sunset Park – Officer Niemiec received a call that there were 7 people fishing on the pier. Upon the officer's arrival there was one person fishing off the pier. Niemiec explained the park rules and the fisherman left the area.

2/19/2025 – Assist Citizen – City Hall – Officer from another department wanted to trade patches with KCBPD.

2/20/2025 – Suspicious Activity – 9th Street – Officer Schlegel received a call of possible flashlights around a residence on 9th Street – Officer Schlegel discovered that the "flashing" lights were a failing LED light. Officer Schlegel checked the property and it was secure.

2/21/2025 – Illegal Dumping – Circle K – Officer Buckwalter noticed that there was garbage dumped behind Circle K and an old shopping cart was also left there. Officer Buckwalter requested the manager to help him clean it up and to call the pd if the someone is responsible for dumping the garbage.

2/22/2025 – Suspicious Person – 9th Street – Officer Buckwalter responded to a suspicious person call at a residence on 9th Street. Upon the officer's arrival there was no one at the residence.

2/23/2025 – Found Property – Officer Buckwalter received found property.

2/23/2025 – Assist Citizen – 10th Street – Officer Schlegel received a call to assist a resident on 10th Street with a vehicle that was parked in their driveway. After a short investigation, Officer Schlegel discovered that the vehicle belonged to the neighbor's aunt who is 84 years old and simply parked in the wrong driveway. The vehicle was moved to the correct driveway.

2/24/2025 – Theft – Continental Inn – A person reported that their purse was left on the bus from Key West to the Marathon Airport.

2/24/2025 – Theft - Casa Clara – Officer Niemiec received a report that someone was using checks of a resident without their knowledge. No other information currently.

2/25/2025 – Suspicious vehicle – Sunset Park – Sgt. Burden discovered a vehicle in the parking lot at Sunset Park after park hours. The occupants were check for any criminal history and released by the sergeant.

2/26/2025 – Assist Citizen – Officer Buckwalter arrived on Clara Blvd to a disabled vehicle. Officer Buckwalter learned that the battery was faulty on the vehicle. Then officer used his department issued "jump box" to jump start the battery and the citizen was able to continue on their way.

2/27/2025 – Assist Citizen – Key Colony Inn – Sgt. Burden responded to a caller requesting a child safety seat. Sgt Burden advised the caller that we do not have any to issue.

3/2/2023 – Assist Citizen – A vendor for KCB Day requested assistance from the day time officer.

3/2/2023 – Assist Citizen – A vendor for KCB Day requested assistance from the night time officer.

3/5/2025 – Assist Citizen – 15th Circle – Sgt. Burden received a call about a suspicious person on a resident's dock. The subject that the caller described was gone upon Sgt. Burden's arrival.

3/6/2025 – Assist Citizen – 15th Circle – Officer Niemiec received a call to assist a citizen with a possible trespassing subject. The caller stated that there was a woman who got into a vehicle that was illegally parked in the driveway. There was no one in the driveway or on the property when the officer arrived. The officer walked the entire property and there was nothing suspicious.

3/6/2025 – Line Down – 4th Street – Officer Niemiec received a call that there was a line down on the ground. The officer confirmed that the line was a cable line and not an electrical line.

3/7/2025 – Trespassing – West Ocean Drive – On-going problem of trespassing on duplex property. Officer Buckwalter received a call of trespassing that was being committed by the renters of the adjoining duplex. Officer Buckwalter explained the issue to the renters and they complied.

3/10/2025 – Assist Citizen – City Hall – Sgt. Burden received a request for extra patrol at a residence as the owner was going to be out of town, (address withheld for this report).

3/10/2025 – Suspicious Vehicle – Sgt. Burden discovered a vehicle at Sunset Park after hours. The subject was warned about park hours and issued a traffic citation for an expired registration.

D. TOTAL WATCH ORDERS/NON-RESIDENTS

Total: 38

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

Total: 9

F. CITATIONS/WARNINGS

- 1. Traffic Citations: 1**
- 2. Traffic Warnings: 32**
- 3. Code Citations: 0**

4. Code Warnings: 3

5. Resource Checks/Marine Life: 5

G. ADDITIONAL EVENTS IN THE POLICE DEPARTMENT

A KCBPD Officer or multiple Officers have attended the following:

- Concerts at the Park
- City Hall New Construction Town Hall meetings
- Hot Dogs at the Hut
- Dolphin Research Center Presentation
- KCB Day set up meeting
- KCB Day (provide security/traffic control)
- Bicycle/Pedestrian Safety Awareness Team Meeting
- ARMS Training - The officers have been invited to train with the Monroe County Sheriff's Office in their Annual Retraining Module Sessions. The training consists of medical responses with CPR, responding to active assailants, firearms qualifications and applied defensive tactics. ALL active KCBPD Officers will be trained/re-trained.

H. UPDATES

Personnel: Worker's Compensation: 1 Officer

Vacant Position: 1 Officer

Vehicles: 1 F-150 Truck/Black – Vehicle is currently active and in the patrol fleet.

1 F-150 Truck/Gray – Ordered – Delivery time is expected at the end of this current month.

SAFETY MEETING AGENDA

Key Colony Beach Police Department

MEETING DETAILS

Date: 3/12/2025

Time: Emailed

Recurring: YES

Location: Email

Author: Chief DiGiovanni

ATTENDANCE

Attendees: Sgt. Burden, Ofc. Niemiec, Ofc. Buckwalter, Ofc. Schlegel

ITEMS & DISCUSSION

1ST ITEM: OPENING & ROLL CALL

DISCUSSION: Chief DiGiovanni advised all attendees that there will be a monthly safety meeting. Any topics that a member would like to address can have them prepared for the next meeting. Please send me an email with your topic prior to the meeting.

2ND ITEM: ADDRESS SAFETY TOPIC(S)

Traffic Safety Vests

Type 1 Safety Vest – Used when traffic is slower than 25 mph.

Each Officer is issued a traffic safety vest when hired. Vest should be worn any time an officer is directing traffic or when working in a hazardous environment, as these vests provide high visibility to others. All vests shall be “break-away” style vests. These vests are made to break-away from the person that is wearing them. This design will allow a vehicle to take only the vest if it gets “snagged” and not result in the person getting dragged with the vehicle. Vests should also be labeled “POLICE” for identification purposes.

3RD ITEM: ROUND ROBIN FOR QUESTIONS/CONCERNS

Officers will notify their direct supervisor if their vest is torn or should be replaced.

City of Key Colony Beach

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



March 11, 2025

To the Mayor, Vice Mayor, and Commissioners:

City Administrator Report

I'm writing this report the day before I fly up to Tallahassee for Florida Keys Day – those of us who went will likely have some things to report. In the meantime, things are busy in the City!

1. The City Hall Storm Hardening/Addition project continues to move forward. Commissioner Colonell and I met via Zoom with Brandan and Kyle from architectural firm CPH to discuss conceptual drawings for City Hall. Those conceptual drawings were discussed at a special call Commission meeting on March 17.
2. Attended Planning & Zoning, Recreation, Beautification, and Utility Board meetings discussing issues being considered today.
3. Our lobbyist, Kate DeLoach, is working to help communicate our needs during the upcoming legislative session. We are still looking for Stewardship Funds (wastewater/stormwater projects), and resiliency funding (road elevation and reconstruction). Another topic is the restoration of the fairer MOU process for determining Stewardship Funds as opposed to the "competition" process that has developed over the last couple of years – we are working closely with other municipalities to make this change happen. We're still tracking our Stewardship funding requests from last year's session; I'm hopeful we may know something soon. In addition to Florida Keys Day; the Mayor and I will also attend Legislative Action Days in Tallahassee with the Florida League of Cities later this month.
4. Held a meeting with our Chief of Police Kris DiGiovanni and Marathon's Fire Chief James Muro to discuss my draft of a Comprehensive Emergency Management Plan for Key Colony Beach. They both made excellent suggestions and gave me very valuable input, which I will incorporate into the draft CEMP. The next step will be to convene our Disaster Preparedness Committee for review and recommendation to the City Commission. When completed and adopted, this plan will serve as a guide for any emergency that happens in our City.
5. Continued to meet 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 just sent us) to help them develop a new Program Management Plan. I've submitted this template to the Mayor and our engineer so that we can prioritize projects that will be eligible for our share of the \$100 million authorization. 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. We are making the case for an MOU between all stakeholders that will guarantee an equitable sharing of funds between all the jurisdictions.
6. With inspiration from Vice Mayor Raspe, investigated grant funding opportunities for a proposed Fitness Trail along the Shelter Bay Drive and 7th Street areas of our park. The estimated cost for additional elements and installation will be around \$100,000. The Commission gave me the go-ahead to pursue grants, and the Recreation Committee also approved our efforts. I've already applied for a \$25,000 grant from AARP; this project is very much in the scope of things this grant will cover. I will apply for a potential \$50,000 grant from T-Mobile before the end of the month. If these grants come through, we could get this project completed by the end of the year.

7. Celebrated a very special Key Colony Beach Day at the traditional location near City Hall and the Post Office. The weather was perfect, and all attendees seemed to have a wonderful time in recognition of the City's incorporation 68 years ago.

As we continue our 2025 adventure, I'm looking forward to working with you all to make our City Hall project a reality, find sources of funding for our projects, and strive to make Key Colony Beach even better.

John Bartus
City Administrator, Key Colony Beach

City of Key Colony Beach

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



March 11, 2025

TO: Key Colony Beach City Commission

RE: Baptist/Fishermen's MSTU

I am providing County Attorney Bob Shillinger's memo about the Baptist/Fishermen's MSTU that you will be considering at our March Commission meeting. I am also providing a copy of the County Ordinance enabling the MSTU. The short story is that the MSTU has already collected \$14.1 million of the originally promised \$15 million for Baptist after Irma. The City needs to send its recommendation to the County about the future of the MSTU. There are basically three options:

- 1) Do nothing and let the MSTU continue to raise funds for Baptist.
- 2) Recommend a millage rate reduction that will achieve the \$15 million cap and then end the MSTU.
- 3) End the MSTU at \$14.1 million.

I recently spoke with Candy Fincke from Baptist/Fishermen's; she let me know that Baptist is happy cutting off the MSTU at the \$15 million figure. I recommend that we ask the County to revise the millage rate to achieve the goal of a \$15 million cap and then sunset the MSTU. We always have the ability to opt out if necessary.

John Bartus
City Administrator, Key Colony Beach

Memo from County Attorney Bob Shillinger RE: Baptist/Fishermen's MSTU

With respect to the Middle Keys Health Care MSTU adopted via Ordinance 012-2018, which is used to collect funds for the limited purpose of reimbursing Baptist hospital for services rendered to patients who are unable to pay for those services, the Board has the discretion to:

- a) **cease levying the tax** either through either a:
 - a. **temporary pause** in the levy (which can be decided each year up through FY 2029 whereupon the ordinance sunsets)

or

- b. **permanent repeal** of the ordinance.
- b) **continuing the annual levy up to** the ½ of one mill (0.00050) each year until 2029, as contemplated in the Ordinance.

The County currently has an agreement to reimburse Baptist for up to \$15 million in qualifying expenses as defined in the ordinance. The ordinance limits the use of the tax "solely for the payments to hospital operators for the delivery of **hospital services** to patients who are unable to pay the full costs of such services." That agreement contains a "subject to annual appropriation" clause which enables the Board to legally walk away from the agreement without liability before the County pays out a total of \$15 million to Baptist should the BOCC cease to appropriate funds.

Because Ordinance 012-2018 contains no maximum cap on the amount collected via the levy, the Board is under **no legal obligation to refund taxes** collected above the \$15 million **unless there are no qualifying expenditures** which meet the criteria for payment as established in the ordinance. However, the agreement between the County and Baptist would need to be amended in order to pay Baptist beyond the \$15 million called for in the agreement. Presumably, Baptist would be able to produce documentation for qualifying expenditures beyond the \$15 million limit in the current agreement.

Additionally, the MSTU is a cooperative effort between the County and the cities of KCB and Marathon. Either or both of those cities have the right to opt out of the MSTU each year provided that the governing body of the city which votes to opt out notifies the County prior to May 1st. While the BOCC could legally continue to levy the tax in the relevant section of the unincorporated area of the county should one or both city councils elect to opt out, questions of fairness will inevitably arise from residents of those areas which may drive some to seek annexation.

As a policy matter, the MSTU has fulfilled its purpose. The BOCC created the MSTU and later entered into the agreement with Baptist to help that Baptist cover certain expenses that it would otherwise have had to bear. The taxpayers' reimbursement of hospital services costs for those residents who couldn't afford to pay in full allowed Baptist to use other funding in its possession on its efforts to rebuild Fisherman's hospital after the old hospital was destroyed by Hurricane Irma. The newly rebuilt hospital opened in 2021.

I join in Tina's recommendation to discontinue the tax levy. I am agnostic on whether that discontinuation should take the form of a permanent repeal or a temporary, one-year pause (followed by similar decision each year when considering the FY27, FY28 and FY29 budgets). One benefit of a temporary pause would be to keep the option of a future levy open should unforeseen circumstances arise. However, we have the template for recreating such an MSTU and funding agreement should those circumstances arise so the only real advantage of a temporary pause would be the savings of staff and board time that would need to be expended to create a new MSTU.

Regardless of the option chosen by the Board, I recommend that Baptist be engaged in conversations on what a transition period to wrap up the agreement would look like since taxes collected from prior fiscal years will trickle in as delinquent property taxes are collected through the sale of tax certificates, etc. Those tax dollars can only be spent to reimburse a hospital for services to patients who are unable to pay for the full costs of such services.



Kevin Madok, CPA

Clerk of the Circuit Court & Comptroller – Monroe County, Florida

July 24, 2018

Department of State
Administrative Code & Register
500 S Bronough Street
Tallahassee FL 32399-0250

To Whom It May Concern,

Attached is an electronic copy of Ordinance No. 012-2018 creating Section 22-128 of the Code of Ordinances of Monroe County, Florida, creating the Middle Keys Health Care Municipal Service Taxing Unit; making findings of fact; defining the boundaries of the taxing unit; providing for the purpose thereof; designating the governing body thereof and its powers and duties; providing authority for the levy of ad valorem taxes within the taxing unit; setting forth permitted uses of ad valorem tax revenues; providing for severability; providing for the repeal of all Ordinances inconsistent herewith; providing for inclusion in the Monroe County Code; and providing for an effective date.

This Ordinance was adopted by the Monroe County Board of County Commissioners at a regular meeting, held in formal session, on July 18, 2018. Should you have any questions, please feel free to contact me at (305) 292-3550.

Respectfully Submitted,

Kevin Madok, CPA, Clerk of
the Circuit Court & Comptroller &
ex-officio to the Monroe County
Board of County Commissioners

by: Pamela G. Hancock, D.C.

cc: MuniCode
County Administrator
County Attorney
City of Marathon
Property Appraiser
Tax Collector
Finance & OMB
BOCC
File

KEY WEST
500 Whitehead Street
Key West, Florida 33040
305-294-4641

MARATHON
3117 Overseas Highway
Marathon, Florida 33050
305-289-6027

PLANTATION KEY
88820 Overseas Highway
Plantation Key, Florida 33070
305-852-7145

PK/ROTH BUILDING
50 High Point Road
Plantation Key, Florida 33070
305-852-7145

ORDINANCE NO. 012 - 2018

AN ORDINANCE BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY CREATING SECTION 22-128 OF THE CODE OF ORDINANCES OF MONROE COUNTY, FLORIDA, CREATING THE MIDDLE KEYS HEALTH CARE MUNICIPAL SERVICE TAXING UNIT; MAKING FINDINGS OF FACT; DEFINING THE BOUNDARIES OF THE TAXING UNIT; PROVIDING FOR THE PURPOSE THEREOF; DESIGNATING THE GOVERNING BODY THEREOF AND ITS POWERS AND DUTIES; PROVIDING AUTHORITY FOR THE LEVY OF AD VALOREM TAXES WITHIN THE TAXING UNIT; SETTING FORTH PERMITTED USES OF AD VALOREM TAX REVENUES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF ALL ORDINANCES INCONSISTENT HERewith; PROVIDING FOR INCLUSION IN THE MONROE COUNTY CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Monroe County, as the legislative and governing body of the County, has the authority pursuant to Section 125.01(1)(t), Florida Statutes, to adopt ordinances and resolutions necessary for the exercise of its powers; and

WHEREAS, the Board of County Commissioners has the authority pursuant to Section 125.01(1)(q), Florida Statutes, to establish a municipal service taxing unit (MSTU) for any part of all of the unincorporated county, for the purpose of providing, *inter alia*, indigent health care services and other essential facilities and municipal services from funds derived from taxes levied and collected within the taxing unit; and

WHEREAS, the Board of County Commissioners also has the authority pursuant to Section 125.01(1)(q), Florida Statutes, to provide that the boundaries of the MSTU may include all or part of the boundaries of a municipality; and

WHEREAS, prior to Hurricane Irma, Fishermen's Community Hospital (the "Hospital") in Marathon, Florida, struggled financially due in part to the cost of its delivery of hospital services to patients who were unable to pay; and

WHEREAS, at the request of community leaders, Fishermen's Health, Inc., a not-for-profit corporation ("Fishermen's") affiliated with Baptist Health South Florida, acquired the Hospital just prior to Hurricane Irma; and

WHEREAS, the Hospital facility suffered damage in Hurricane Irma; and

WHEREAS, the 1960s era Hospital facility is in need of significant repairs, upgrades and improvements in order to adequately serve the Middle Keys community; and

WHEREAS, the Hospital facility has not reopened following Hurricane Irma, and Hospital services are being provided from an emergency mobile facility on the site, currently slated to be

replaced this summer at significant expense by a temporary modular facility on the site that will more adequately serve the needs of the public, pending construction of a new permanent Hospital facility at a cost of approximately \$40 million for design, construction and equipment; and

WHEREAS, the resumed operation of a permanent, modern hospital in the Middle Keys would serve a paramount public purpose; and

WHEREAS, the Board of County Commissioners of Monroe County wishes to create the Middle Keys Health Care Municipal Service Taxing Unit, to ensure the availability of inpatient and outpatient hospital services in the Middle Keys to all patients; and

WHEREAS, the Board of County Commissioners of Monroe County believes that the creation of the Middle Keys Health Care Municipal Services Taxing Unit will help to attract private investment in the construction and operation of a new hospital in the Middle Keys.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY:

Section 1. Section 22-128 within Article VI of the Code of Ordinances of Monroe County, Florida ("Code") is hereby created to read as set forth below.

Sec. 22-128 Middle Keys Health Care Municipal Service Taxing Unit.

- (a) *Taxing unit created.* A municipal service taxing unit (MSTU) is hereby created pursuant to F.S. 125.01(1)(q), which encompasses the following geographic areas, lying between Mile Marker 40 at the southern end of the Seven Mile Bridge, and Mile Marker 65:

The entire City of Marathon, Florida, including Grassy Key and any offshore islands within the municipality;

The entire City of Key Colony Beach, including any offshore islands within the municipality; and

That portion of unincorporated Monroe County lying between Mile Marker 40 and Mile Marker 65, including but not limited to Duck Key including Hawk's Cay (Indies Island), and Conch Key, excluding any offshore islands within the unincorporated County.

These areas correspond to the following taxing districts designated by the Monroe County Property Appraiser's Officer existing as of 1-1-2018:

- (i) 50CM – Part of City of Marathon
- (ii) 51CM – Part of City of Marathon
- (iii) 50KC – City of Key Colony Beach
- (iv) 500D – Part of Unincorporated Duck Key
- (v) 510D – Unincorporated Conch Key
- (vi) 520D – Part of Unincorporated Duck Key

- (b) *Name of unit.* The name of the MSTU shall be the Middle Keys Health Care Municipal Service Taxing Unit (hereinafter, the taxing unit).
- (c) *Purpose of unit.* The taxing unit shall be established to ensure the availability of hospital services within the taxing unit by financially supporting the delivery of hospital services to patients who are unable to pay the full costs of such services.
- (d) *Public purpose.* It is hereby found, declared and determined by the Board of County Commissioners of Monroe County, Florida, that the provision of adequate health care facilities and services fosters the public health, safety and welfare of the citizens, as well as visitors, of the taxing unit, and therefore serves a paramount public purpose. It is hereby further declared and determined by the Board of County Commissioners that the services to be funded with ad valorem taxes levied and collected pursuant to this Section are municipal services as contemplated in F.S. § 125.01(1)(q) and (r), and that they shall be provided within the taxing unit. The intention of the Board of County Commissioners is to levy a tax to fund these municipal services on the taxable valuation of all real property within the taxing unit.
- (e) *Governing board.* The governing board of the taxing unit is the Board of County Commissioners of Monroe County, Florida. The governing board shall have all powers, authority and duties outlined in F.S. § 125.01(1)(q) and (r), including, without limitation, the power and authority to levy and collect taxes, and the power to enter into contractual obligations to accomplish the purposes set forth in this section.
- (f) *Levy of tax.* The Board of County Commissioners of Monroe County shall adopt an annual budget for the Middle Keys Health Care Municipal Service Taxing Unit, commencing with county fiscal year 2019, at the same time and in the same manner as the county budget. The levy by the Board of County Commissioners shall be by annual resolution, beginning with County fiscal year 2019, for a maximum of ten (10) years. The amount to be levied shall be set each year, but shall not exceed a maximum of one-half of one mill (0.00050) on the assessed valuation of taxable real property in the taxing unit. The millage shall be set and the tax levied thereon in accordance with the provisions and in like manner as required for the setting of other County ad valorem taxes.
- (g) *Use of taxes.* Revenues from ad valorem taxes levied within the Middle Keys Health Care Municipal Service Taxing Unit shall be used solely for payments to hospital operators for the delivery of hospital services to patients who are unable to pay the full costs of such services. The levy, collection and disbursement of taxes for this purpose is contingent upon the occurrence of all of the following: (i) adoption by Monroe County of this Ordinance; (ii) adoption of ordinances consenting to the inclusion in the taxing unit of the municipalities of Marathon and Key Colony Beach by their respective governing bodies, as required by Section 125.01(1)(q),

Florida Statutes; (iii) approval of an agreement between Monroe County and Fishermen's, or another future hospital operator, setting forth the terms and conditions by which the ad valorem taxes will be paid; and (iv) the planning, design and construction of a new hospital within the taxing unit in accordance with milestones set forth in an agreement between the County and Fishermen's.

- (h) *Fiscal Management.* All taxes levied within the taxing unit shall be due and payable and collected in the same manner proscribed by law for other county ad valorem taxes. The revenues collected shall be received, held, and secured in the same manner as other funds by the clerk of the circuit court and shall be used exclusively for the purposes provided in this section.

Section 2. **Severability.** If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

Section 3. **Repeal.** All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of said conflict.

Section 4. **Inclusion in the Code.** The provisions of this Ordinance shall be included and incorporated into the Monroe County Code as an addition or amendment thereto, and shall be renumbered appropriately to conform with the uniform numbering system of the Monroe County Code.

Section 5. **Effective Date.** This Ordinance shall take effect immediately upon receipt of official notice from the Office of the Secretary of State of the State of Florida that this Ordinance has been filed with said Office.

PASSED AND ADOPTED by the Board of County Commissioners of Monroe County,
at a regular meeting held on the 18th day of July, 2018.

Mayor David Rice	<u>Yes</u>
Mayor Pro Tem Sylvia Murphy	<u>Yes</u>
Commissioner Heather Carruthers	<u>Yes</u>
Commissioner Danny Kolhage	<u>Yes</u>
Commissioner George Neugent	<u>Yes</u>

**BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA**

BY: _____

Mayor David Rice



KEVIN MADOK, CPA, CLERK

Carmelo Stanon
Deputy Clerk

FILED FOR RECORD
2018 JUL 24 AM 8:22
CLK. CIR. CL.
MONROE COUNTY, FLA.

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
Cynthia L. Hall
CYNTHIA L. HALL
ASSISTANT COUNTY ATTORNEY
Date 7-3-2018

THE CITIZEN

KEY WEST

The Florida Keys Only Daily Newspaper, Est. 1876

PO Box 1800, Key West FL 33041
P: (305) 292-7777 ext. 219 F: (305) 295-8025
legals@keysnews.com

MONROE COUNTY BD OF COMMISSIO
PO BOX 1026
KEY WEST FL 33041-1026

RECEIVED

JUL 03 2018

MONROE COUNTY ATTORNEY

Account: 138472

Ticket: 240587

PUBLISHER'S AFFIDAVIT

STATE OF FLORIDA COUNTY OF MONROE

Before the undersigned authority personally appeared

SUELYNN STAMPER, who on oath says that he or she is
an employee of the Key West Citizen, a daily news-
paper published in Key West, in Monroe County, Florida; that the attached copy
of advertisement, being a legal notice in the matter of Middle Keys Health Care
MSTU was published in said newspaper in the issues of:

Wednesday, June 27, 2018

Affiant further says that the Key West Citizen is a newspaper published in Key
West, in said Monroe County, Florida and that the said newspapers has hereto-
fore been continuously published in said Monroe County, Florida every day, and
has been entered as periodicals matter at the post office in Key West, in said
Monroe County, Florida, for a period of 1 year next preceding the first publication
of the attached copy of advertisement; and affiant further says that he or she has
neither paid nor promised any person, firm or corporation any discount, rebate,
commission or refund for the purpose of securing this advertisement for publica-
tion in the said newspaper.

[Signature]
(Signature of Affiant)

Affirmed and subscribed before me this 27th day of June 2018

Nicole Rouse-Culver
(Notary Public Signature)

Nicole Rouse-Culver
(Notary Public Printed Name)

My commission expires July 17, 2018 My Comm. Expires
July 17, 2018
No. FF 143137

Personally Known X I Produced Identification FL D

Type of Identification Produced FL D

NOTICE OF INTENTION TO CONSIDER ADOPTION OF COUNTY ORDINANCE

NOTICE IS HEREBY GIVEN TO WHOM IT
MAY CONCERN that on July 18, 2018 at
3:00 P.M., or as soon thereafter as may
be heard, in the Marathon Govern-
ment Center, 2798 Overseas Highway,
Marathon, Monroe County, Florida,
the Board of County Commissioners
of Monroe County, Florida, intends to
consider the adoption of the following
County ordinance:

AN ORDINANCE BY THE BOARD OF
COUNTY COMMISSIONERS OF MON-
ROE COUNTY CREATING SECTION 22-
128 OF THE CODE OF ORDINANCES OF
MONROE COUNTY, FLORIDA; CREAT-
ING THE MIDDLE KEYS HEALTH CARE
MUNICIPAL SERVICE TAXING UNIT;
MAKING FINDINGS OF FACT; DEFIN-
ING THE BOUNDARIES OF THE TAXING
UNIT; PROVIDING FOR THE PURPOSE
THEREOF; DESIGNATING THE GOVERN-
ING BODY THEREOF AND ITS POWERS
AND DUTIES; PROVIDING AUTHORITY
FOR THE LEVY OF AD VALOREM TAXES
WITHIN THE TAXING UNIT; SETTING
FORTH PERMITTED USES OF AD VALOR-
EM TAX REVENUES; PROVIDING FOR
SEVERABILITY; PROVIDING FOR THE
REPEAL OF ALL ORDINANCES INCON-
SISTENT HERewith; PROVIDING FOR
INCLUSION IN THE MONROE COUNTY
CODE; AND PROVIDING FOR AN EFFECT-
IVE DATE.

Pursuant to Section 286.0105, Florida
Statutes, notice is given that if a person
decides to appeal any decision made by
the Board with respect to any matter
considered at such hearings or meet-
ings, he will need a record of the pro-
ceedings, and that, for such purpose,
he may need to ensure that a verba-
tim record of the proceedings is made,
which record includes the testimony
and evidence upon which the appeal is
to be based.

ADA ASSISTANCE: If you are a person
with a disability who needs special
accommodations in order to partici-
pate in this proceeding, please contact
the County Administrator's Office, by
phoning (305) 292-4441, between the
hours of 8:30 a.m. - 5:00 p.m., no later
than five (5) calendar days prior to the
scheduled meeting; if you are hearing
or voice impaired, call "711".

Dated at Key West, Florida, this 20th
day of June, 2018.

KEVIN MADOK, Clerk of the Circuit
Court and ex officio Clerk of the Board
of County Commissioners of Monroe
County, Florida

06/27/18 Key West Citizen

NOTICE OF INTENTION TO CONSIDER ADOPTION OF COUNTY ORDINANCE

NOTICE IS HEREBY GIVEN TO WHOM IT
MAY CONCERN that on July 18, 2018 at
3:00 P.M., or as soon thereafter as may
be heard, in the Marathon Govern-
ment Center, 2798 Overseas Highway,
Marathon, Monroe County, Florida,
the Board of County Commissioners
of Monroe County, Florida, intends to
consider the adoption of the following
County ordinance:

AN ORDINANCE BY THE BOARD OF
COUNTY COMMISSIONERS OF MON-
ROE COUNTY CREATING SECTION 22-
128 OF THE CODE OF ORDINANCES OF
MONROE COUNTY, FLORIDA; CREAT-
ING THE MIDDLE KEYS HEALTH CARE
MUNICIPAL SERVICE TAXING UNIT;
MAKING FINDINGS OF FACT; DEFIN-
ING THE BOUNDARIES OF THE TAXING
UNIT; PROVIDING FOR THE PURPOSE
THEREOF; DESIGNATING THE GOVERN-
ING BODY THEREOF AND ITS POWERS
AND DUTIES; PROVIDING AUTHORITY
FOR THE LEVY OF AD VALOREM TAXES
WITHIN THE TAXING UNIT; SETTING
FORTH PERMITTED USES OF AD VALOR-
EM TAX REVENUES; PROVIDING FOR
SEVERABILITY; PROVIDING FOR THE
REPEAL OF ALL ORDINANCES INCON-
SISTENT HERewith; PROVIDING FOR
INCLUSION IN THE MONROE COUNTY
CODE; AND PROVIDING FOR AN EFFECT-
IVE DATE.

Pursuant to Section 286.0105, Florida
Statutes, notice is given that if a person
decides to appeal any decision made by
the Board with respect to any matter
considered at such hearings or meet-
ings, he will need a record of the pro-
ceedings, and that, for such purpose,
he may need to ensure that a verba-
tim record of the proceedings is made,
which record includes the testimony
and evidence upon which the appeal is
to be based.

ADA ASSISTANCE: If you are a person
with a disability who needs special
accommodations in order to partici-
pate in this proceeding, please contact
the County Administrator's Office, by
phoning (305) 292-4441, between the
hours of 8:30 a.m. - 5:00 p.m., no later
than five (5) calendar days prior to the
scheduled meeting; if you are hearing
or voice impaired, call "711".

Dated at Key West, Florida, this 20th
day of June, 2018.

KEVIN MADOK, Clerk of the Circuit
Court and ex officio Clerk of the Board
of County Commissioners of Monroe
County, Florida

06/27/18 Key West Citizen

Building Department Staff Report

Prepared for the City Commission Meeting March 20, 2025

Tony Loreno, Building Official

This has been a busy month for the Building Department!

- Permits issued: 22
- Completed 41 building inspections.
- Plan reviews for new home construction: 3
- Completed various other plan reviews on permit applications.
- Currently we are still receiving positive feedback from residents about our Code Enforcement Officer and his proactive monitoring and daily presence in the city. Willy's demeanor and willingness to help in any way to resolve code issues has really helped in keeping code related incidents to a minimum. William continues to be a great help to the building department and assists me with inspections. William has also assisted the Public Works Department and completed special projects for the Mayor. As we roll into rental inspection season Willy is preparing for 750+ Rental safety inspections coming up this spring and summer.
- We are glad to announce that Samatha will be transitioning from working remote to being back in the office next week. We have had numerous contractors and residents that have personally acknowledged how helpful Samantha has been in follow-up and guidance for any permitting application questions and related issues. Samatha is also busy scheduling rental inspections for our City's 750+ rental homes
- Currently we are in the early stages of addressing all our physical building department records to move them to a more accessible digital format that will provide easier access for us and public records requests.
- I am happy to announce that by the time this report is read the Pickle Ball courts should be fully complete as we await one last gate. I have consistently monitored, inspected, and assisted in all areas of work with relevant committees/clubs and volunteers to accommodate any changes and decisions that had to be addressed. Working under the Mayor's directive to keep all construction on track and budget.
- We have had a few issues in the last month with permitting and inspections. Approved 2 new home plan reviews and construction should begin shortly on Shelter Bay and the corner of 8th and W. Ocean. We are closely monitoring the construction of the new restaurant that is planned to be completed by August. We are also monitoring all the work that is being done on Sadowski for fiber optic direction boring and making sure it's as little disruption as possible to the City. We are also making sure all areas in front of residences and easements that may be affected by this work will be repaired to same or better conditions.
- Under Mayor Foster's direction we have completed the installation of matching marble flooring for the kitchen in Marble Hall and moving forward to get the kitchen remodel done as soon as possible.

Samantha Rodamer, Building Assistant

- Completed various Contractor Registrations.
- Aided contractors with permit-related questions.
- Scheduled a multitude of inspections & organized Building Official's daily inspection schedule.
- Issued 22 Building Permits.
- Closed 18 Building Permits
- Updated various licenses, liability insurance, etc. documents for Contractors within CitizenServe.
- Scheduled April 2025/2026 Vacation Rental Safety Inspections.
- Completed records requests as required.
- Virtually attended the February City Commission Town Hall Meeting
- Virtually attended the February Utility Board Meeting.
- Virtually attended the February Planning & Zoning Board Meeting.
- Virtually attended the February City Commission Meeting.
- Assisted with two Stop Work Orders & bringing those projects back into compliance.
- Virtually attended two City Commission Special Meetings.
- Completed a full Unit List spreadsheet for KCB homes.
- Finalized various City related work permits and recorded NOC's.

William Dominicak, Fire Safety Inspector & Code Enforcement Officer

- 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
- Assisted public works interviews for new foreman.
- Key Colony inn for general maintenance and dumpster enclosure
- Rearranged long term trailer parking for pickleball parking
- Assisted in planning for long term trailer parking to be able to fit more trailers
- Assisted public works with planter areas in front of building department
- Assisted Tony with building inspections
- Issued several citations for,
 - Garbage can violations
 - Trailer parking violations
- Communicated with property owners to get code violations into compliance including,
 - 400 Sadowski for dangerous work conditions and improper lighting
 - Circle K for trimming of coconut trees
 - Key Colony inn for general maintenance and dumpster enclosure
 - 211 9th street for permits to complete construction

Silvia Roussin

Subject:

Dear Commission,

I am seeking approval to re-imburse Ed during this transition helping us/me steer the Building department back on the right track. Ed is a respected resource with some of my tough cases and past approved permitting issues that we will be addressing within the next 6-12 months.

Per Mayor Foster's recommendation we would like to approve \$10,000.00 paid to Ed for the last 7 months of service and consulting to the building department. We would also keep Ed as a consultant to the Building Department at a monitored rate of \$100.00 per hour.

Thank you

Tony Loreno

Building Official

City of Key Colony Beach

305-289-1212 ext 3

Buildingofficial@keycolonybeach.net

Please note: Florida has a very broad public records law. Written communications to or from this office regarding State or County or City business constitute public records and are available to the public and media upon request unless the information is subject to a specific statutory exemption. Therefore, your email message may be subject to public disclosure. Please be advised that under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. If you are an entity authorized to provide confidential information to a government entity, please indicate the exemption to Florida Chapter 119 and verify its applicability before sending. If you are authorized to receive confidential information from the City of Key Colony Beach it will be so noted and with the statutory exemption applicable. Exempt material retransmission or disclosure is governed by Florida Law. The recipient is charged with compliance regarding any retransmission or disclosure. The City of Key Colony Beach shall not be liable for any inappropriate retransmission or disclosure.

Public Works Staff Report

Report for March 20th, 2025 – City Commission Meeting

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

- Assembled benches for new courts
- Located water line to tennis court from tiki
- Assisted with staging and putting away chairs and tables for Hotdog at the Hut event
- Prepared city for Key Colony Beach Days event
- Assisted Beautification with watering new plantings
- Assisted US water with DEP inspection of RO system
- Ordered additional chairs and chair racks for Marble Hall
- Replaced faded RO signs on golf course
- Added sand material to Sunset Park decreasing the slope to the beach and surrounding areas.
- Moved trailers to the back of the parking lot to create additional parking space around the shop
- Planted new plants at the Post Office and Veterans Garden
- Assisted with Key Colony Beach Day
- Installed fire extinguisher mounts in post office
- Arranged for the painting of handicap spaces at pickleball and golf course
- Dressed out soil around tennis courts
- Installed bike rack at tennis courts
- Repaired RO irrigation leak on 7th street
- Interview and hired a new Public Works Foreman
- Assembled new office chairs for Marble Hall
- Performed by bimonthly maintenance on air conditioners citywide
- Assisted Tony and Willy with sprucing up the landscape around their office
- Rented floor saw for Public Works Volunteers Carmen Slusher and Craig Greene to square off shop parking lot
- Installed cornhole game at 7th Street Park and East Park

Thank you,

Mike Guarino

Public Works Department Head

City of Key Colony Beach
Public Works Safety Training Documentation Form

Date:	3/11/25	Location:	Shop
Time:	1300	Meeting Lead:	Mike Guarino

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

Absentees: N/A

Topic: Carbon Monoxide Poisoning

1. Introduction and Presentation of Topic:

We watched an OSHA safety video that covered carbon monoxide poisoning on a construction site.

2. Discussion, Questions and Concerns:

It was determined that there would be very few instances that we would be exposed to carbon monoxide poisoning, however, we could make sure that the police side of the garage has their doors up when we do our bimonthly run of equipment. It was also discussed that automotive shops up north have hose that they attach to cars that run outside the garage, so they do not loose all the heat in the garage.

3. Conclusion:

Do not use fuel powered equipment in confined areas.

City Hall Staff Report

Report for March 20th, 2025 – City Commission Meeting

City Clerk Silvia Roussin

- I conducted interviews alongside Mayor Foster for the position of Assistant City Clerk, and a new Assistant Clerk has been hired. Ms. Spinola will be starting March 17th, and I am looking forward to introducing her to the Commission.
- The Community events for the DRC Outreach Program and Orchid Presentation were successful with the community. Upcoming, Tim Heitman will hold a Butterfly Presentation on March 26th at Marble Hall, and the Sewing Club will reconvene its meetings on Wednesdays at 2:00 PM.
- I met with the Mayor and Staff and discussed the implementation of changes for trailer parking and long-term boat storage.
- The first CPR Training Class for staff will be held on March 25th.
- Prepared various legal notices for publications and completed posting requirements for Ordinances and Variances.
- Prepared onboarding papers for two new city employees.
- Attended interviews for the Public Works Foreman position.
- Prepared for and attended the Beautification Committee, Utility Board, Planning & Zoning Board, Recreation, Special Meetings, and Townhall meetings
- Participated in the legal meeting alongside the Mayor and City Administrator.
- 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

- Updated all communications for long- and short-term boat trailer rentals. This includes adding a checklist and waiver for boats on trailers. Created a new requirements sheet for parking boats on trailer storage.
 - Uploaded various meeting minutes to the city website.
 - I provided Jen with all the backups for monthly invoicing.
 - Completed PnP postings for wastewater payments
 - Post daily check postings in QB's.
 - Issued boat trailer licenses for short-term renters.
 - Manage Sunset Park Weddings and collection of required forms and payments.
 - Manage the Memorial Bench purchases to residents.
- Collect and distribute mail & manage the phones

Administrative Assistant Tammie Anderson

- Issued 3 Vacation Rental Licenses for 2024-25.
- Received 6 property transfers and collected \$900.00 in transfer fees.
- Responded to 10 property inquiries and collected \$300.00 in property inquiry fees.

City Hall Staff Report
Report for March 20th, 2025 – City Commission Meeting

- Revised multiple forms to reflect revised fees for new resolutions.
- Revised Property Management Class to reflect new resolutions.
- Presented Property Management Class and issued 12 Certificates of Completion.

Upcoming

03-21-2025 EOC Tour for CRS Committee
03-24 to 03-26-2025 Legislative Action Days
03-25-2025 CPR Class
04-03-2025 Recreation Committee Meeting
04-08-2025 Beautification Committee Meeting
04-14-2025 City Commission Townhall Meeting
04-15-2025 Utility Board Meeting
04-16-2025 Planning & Zoning Board Meeting
04-17-2025 City Commission Public Hearing
04-17-2025 City Commission Regular Meeting

CITY OF KEY COLONY BEACH

Warrant Number 0225

Items paid from February 1, 2025
to February 28, 2025

First Horizon Checking Account - 6871 \$595,673.95

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

Escrow Account - 5537 -

Payroll Account - 2942 \$120,141.53

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 \$7,300.00

Sewer Account - 6006 \$107,725.29

TOTAL DISBURSEMENTS \$830,840.77

Silvia Roussin

From: Michael Guarino <michael.guarino@keycolonybeach.net>
Sent: Friday, February 21, 2025 9:55 AM
To: Silvia Roussin
Cc: KCB Mayor; Tony Loreno
Subject: Cornhole
Attachments: East Park Cornhole.png; 7th Cornhole.png

Hi Silvia,

As the Mayor mentioned yesterday, we visited the parks and came up with the attached proposed sites for cornhole and the reasoning listed below. I should be receiving a rendering of the basketball court sometime next week.

East Park

- Geographically flat
- Easy to make accessible
- Ties in with existing trash receptacle and water fountain
- Is not located between areas of play

7th Street Park

- Geographically flat
- Easy to make accessible, can be tied into existing concrete pad
- Concrete pad has storage bin for bags

Thank you,

Mike Guarino
Public Works Dept Head
City of Key Colony Beach
305-680-9415

Please note: Florida has a very broad public records law. Written communications to or from this office regarding State or County or City business constitute public records and are available to the public and media upon request unless the information is subject to a specific statutory exemption. Therefore, your email message may be subject to public disclosure.

Please be advised that under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity.





Silvia Roussin

From: Michael Guarino <michael.guarino@keycolonybeach.net>
Sent: Tuesday, February 25, 2025 10:32 AM
To: Silvia Roussin
Cc: KCB Mayor; Tony Loreno
Subject: Basketball
Attachments: IMG_3079.jpeg; IMG_3080.jpeg; IMG_3081.jpeg

Hi Silvia,

Instead of a rendering, McCourt has staked the proposed site for basketball (attached). Below are the thoughts behind its placement.

- Relatively flat area to start
- Trees do not have to be removed
- Court is adjacent to playground which makes it easier to monitor different age groups
- Court in near walking path making easier to make accessible.
- Basketball hoop can be oriented north to keep sun from blinding during play.

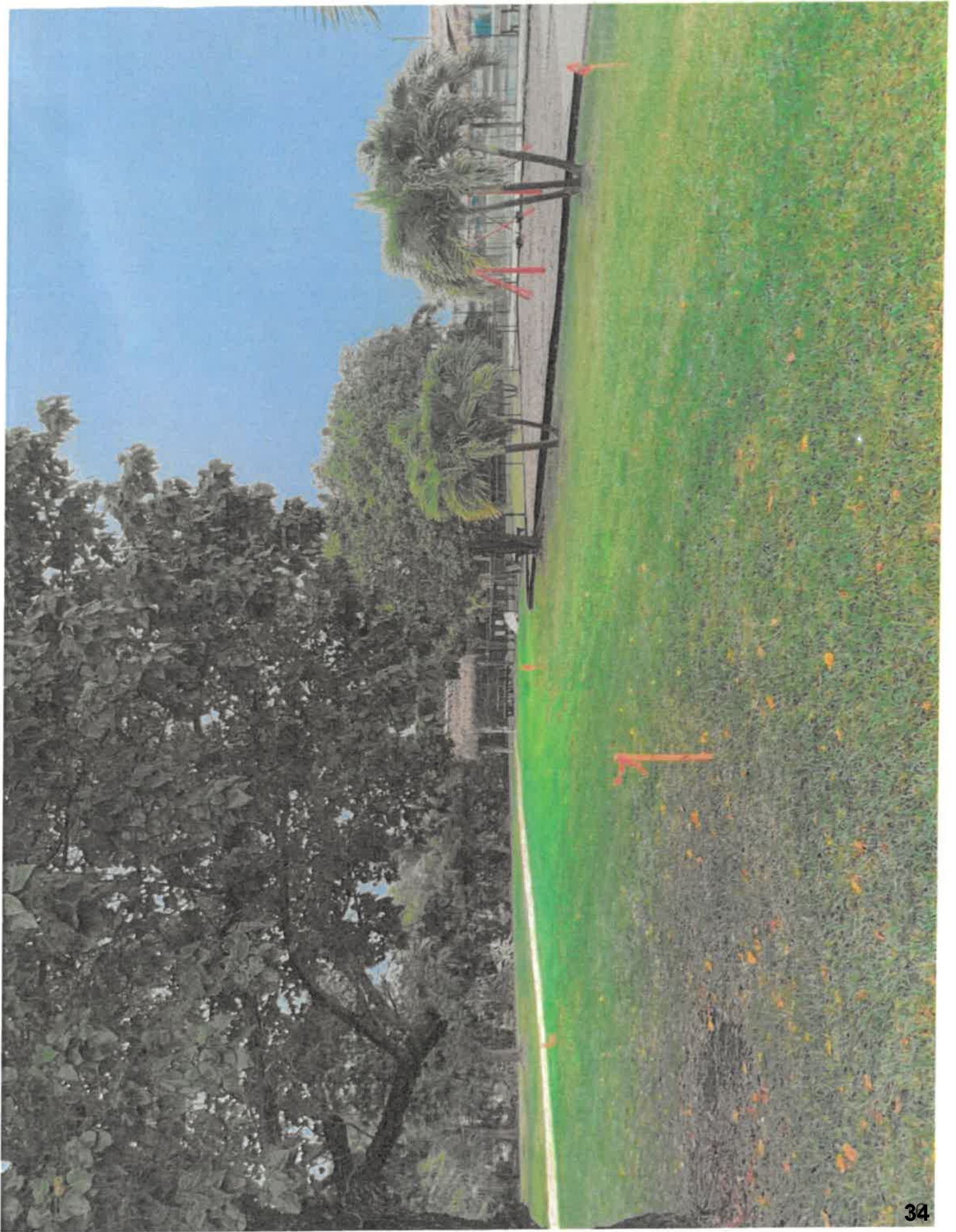
Thank you,

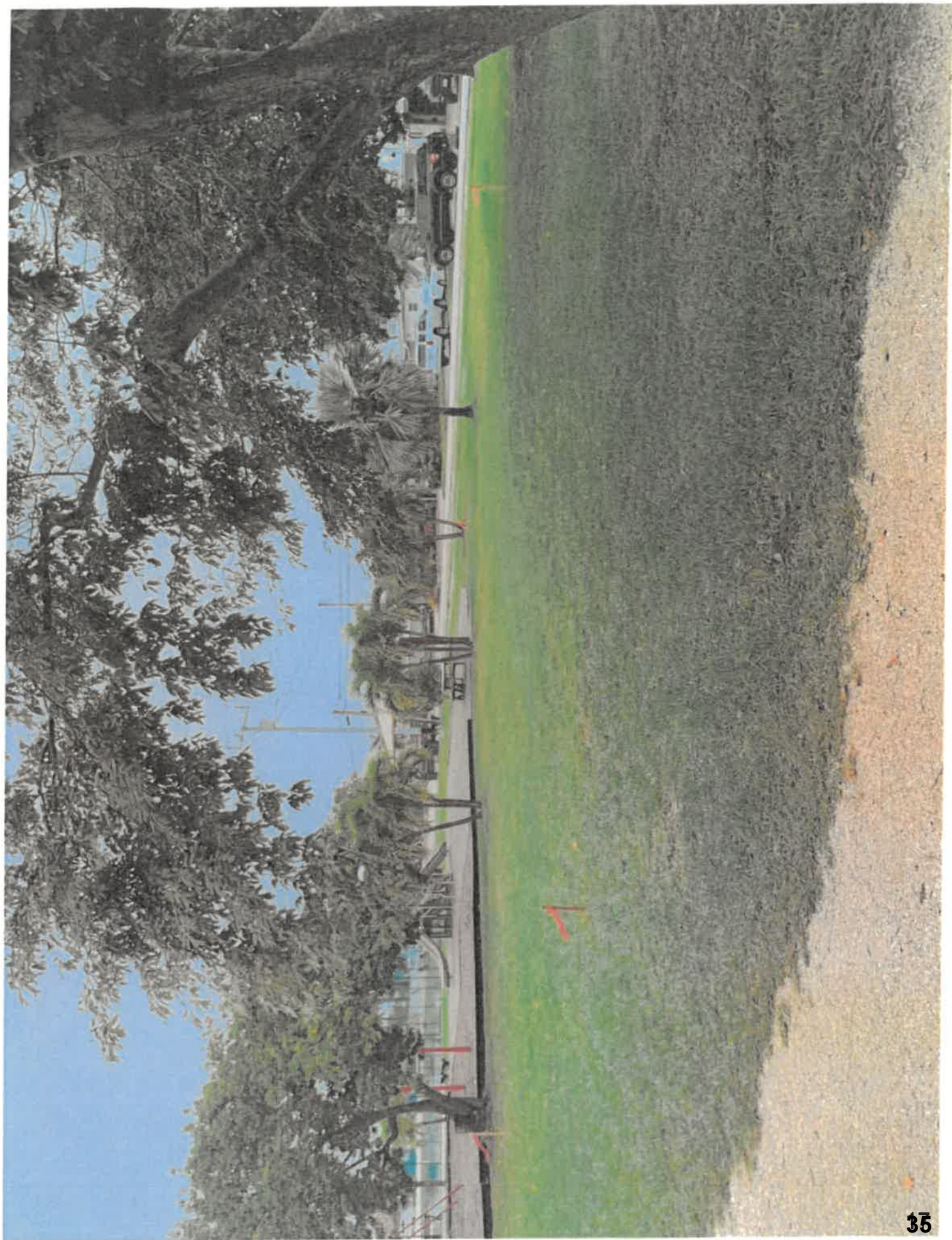
Mike Guarino
Public Works Dept Head
City of Key Colony Beach
305-680-9415

Please note: Florida has a very broad public records law. Written communications to or from this office regarding State or County or City business constitute public records and are available to the public and media upon request unless the information is subject to a specific statutory exemption. Therefore, your email message may be subject to public disclosure.

Please be advised that under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity.







MINUTES
City of Key Colony Beach
Recreation Committee

Thursday, March 6th, 2025 – 9:30 AM

Marble Hall, 600 W. Ocean Drive, Key Colony Beach, Florida & via Zoom Conferencing

1. **CALL TO ORDER and ROLL CALL:** The Key Colony Beach Recreation Committee Meeting was called to order by Chair Cindy Catto at 9:30 AM, followed by Rollcall. **Present:** Chair Cindy Catto, Barbara Tatarchuk, Judy Burgett, Aleta Williamson, 1st Alternate Frank Tremblay, 2nd Alternate David Evangelista. **Absent:** Vice-Chair Tom Alferes. **Also present:** Mayor Freddie Foster, City Administrator John Bartus, Building Official Tony Loreno, Public Works Department Head Mike Guarino, Administrative Assistant Cheryl Baker, City Clerk Roussin.

Public Attendees: 5

2. **SWEARING IN OF NEWLY APPOINTED RECREATION COMMITTEE ALTERNATE MEMBERS FRANK TREMBLAY AND DAVID EVANGELISTA**

City Clerk Roussin administered the Oath of Office to newly appointed Alternate Members Frank Tremblay and David Evangelista.

1st Alternate Frank Tremblay took his seat on the dais to fill the seat for absent Vice-Chair Tom Alferes.

3. **APPROVAL OF THE AGENDA** (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)

Chair Catto asked for any changes to the agenda. There were none and Chair Catto asked for a motion to approve.

MOTION: Motion made by Barbara Tatarchuk to approve the agenda. Chair Catto asked for a second. Judy Burgett seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

4. **MINUTES - Approval of Minutes from January 24th, 2025**

Chair Catto asked for any changes to the minutes. There were none, and Chair Catto asked for a motion to approve.

MOTION: Motion made by Aleta Williamson to approve the minutes. Chair Catto asked for a second. Judy Burgett seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

5. **INTRODUCTION of GUESTS:** The Guests introduced themselves to the Committee.

6. CITIZEN COMMENTS & CORRESPONDENCE

Patricia Evangelista, 838 W. Ocean Drive, commented on the pickleball, tennis, and basketball courts and expressed concerns about the loss of green space.

Sandy Feltmeier, 1025 W. Ocean Drive, commented on the new process for the pickleball courts, non-residents' attendance at the courts, the club's fee structure, and not being able to play like before.

David Evangelista, 838 W. Ocean Drive, commented on the proposed basketball location.

Chair Catto clarified that David Evangelista's previous role in developing the pickleball and basketball courts was solely as a volunteer and not as a member of the Committee.

David Evangelista commented on the proposed court's measurements and recommended sizes for Junior High Schoolers and estimated that the proposed courts would be 80% undersized.

7. CHAIR REPORT

Chair Catto spoke about her visit to the parks and noted that the playground and tennis courts look good, the bocce courts and shuffle boards are in great condition, and the horseshoe area needs a little attention. Chair Catto thanked Frank Tremblay and other volunteers for their efforts in rebuilding the Bocce Courts. Chair Catto further mentioned that the Horseshoe Pit needs some attention. Chair Catto commented on the pickleball courts being almost completed and noted the missing basketball court. Chair Catto gave further thoughts on prior negotiations regarding the building of the courts and the Recreation Committee's recommendation for approval to expand with the understanding that there still would be tennis and basketball. Chair Catto further recalled previous negotiations, which originally proposed separate courts for basketball and tennis, and commented on the initial four courts planned for the expansion, which has now been increased to six. Chair Catto expressed her concerns that safety issues should have been addressed beforehand, expressed her disappointment that there is currently no place to play basketball, and stated that no sport is supposed to be harmed. Chair Catto expressed hopes for smoother future developments and apologized to the citizens for the oversight.

8. BUDGET REPORT

a. Budget Report

Judy Burgett presented the February budget Report, reporting on expenditures and remaining funds. After a brief discussion, Chair Catto asked for a motion to approve.

MOTION: Motion made by Aleta Williamson to approve. Chair Catto asked for a second. Barbara Tatarchuk seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

b. Discussion on preparing for 2025/2026 budget requests

Chair Catto addressed the upcoming budget preparations and requested that each committee member represent a different sport to present budget suggestions for the following year. For the budget preparations, Chair Catto volunteered to present on golf, Frank Tremblay on bocce, Barbara Tatarchuk on tennis, and David Evangelista on basketball.

The Committee briefly discussed the pickleball fee structure and use of monies for maintenance. David Evangelista sought clarification regarding the responsibilities for repairs on the pickleball courts. City Clerk Roussin advised to have to review the Pickleball Club Management Agreement for the relevant details.

9. COMMITTEE MEMBER REPORT

- a. Tennis** - Barbara Tatarchuk reported a busy month for tennis and to be able to use the courts at Monte Christo and Casa Clara for overflow. Barbara Tatarchuk informed that new dates are being considered for upper-level players, new bicycle racks have been installed, and the new tiki hut is up and providing shade for the court. Barbara Tatarchuk reported that no benches are available yet, and the windscreens had not been installed but are expected to be added next week. Barbara Tatarchuk commented that the courts look beautiful, though there are concerns about uneven ground and the walkway leading to the tiki hut. The committee discussed these issues. Judy Burgett thanked the city for arranging the placement of the AED at the Tiki Hut.
- b. Golf** - Chair Catto announced that the first golf tournament will take place on Saturday, and expectations are high for a good turnout. Chair Catto informed that the event is sponsored by the Fishing & Boating Club, with profits going towards improvements at the golf course.
- c. Bocce/Horseshoe/Shuffleboard** – Frank Tremblay reported on the completion of Court 4 and Court 1, and plans for improvements on the other courts will be considered as needed in the future. Frank Tremblay confirmed using composite material in the future to provide longer durability and a more appealing appearance. Frank Tremblay updated on Group play days and high use of the courts and expressed excitement about having the new pavers installed. Judy Burgett expressed her gratitude to Frank Tremblay for the improvements made to Court 4 and for making it ADA-accessible.
Frank Tremblay gave appreciation to the volunteers, including Jack Bartkus and John Misa, who designed a solution to help players who have difficulty stepping over the court frame by creating a removable section. Frank Tremblay shared additional thoughts on making all courts more accessible.
- d. Pickleball** – Building Official Loreno informed that the pickleball courts are almost completed and informed of the parking situation not being resolved yet with the Commission working on the matter.
- e. Basketball** – no report.

10. COMMITTEE MEMBER ITEMS FOR DISCUSSION/APPROVAL

a. Discussion/Recommendations of possible improvements to 1st Street Park

Chair Catto introduced the agenda item and asked Commissioner Harding to speak on the matter. Commissioner Harding explained the request for feedback regarding the 1st Street Park for potential grant opportunities from the State of Florida. Commissioner Harding noted that the discussion can be tabled until next year if there are no submissions. Commissioner Harding informed that feedback should be submitted by May 1st, allowing staff to organize the grant application over the summer. Commissioner Harding informed for grants to be typically for \$50,000 and funding can be pursued annually.

Chair Catto asked for Committee comments. Barbara Tatarchuk noted that the park is small and primarily used by families with young children. Barbara Tatarchuk emphasized the peaceful atmosphere and the importance of maintaining green spaces, expressing her opposition to anything that would disrupt the beauty of the area. Barbara Tatarchuk suggested the possibility of a sidewalk and mentioned the possibility of a restroom, although she questioned the necessity and cost-effectiveness of adding one. Barbara Tatarchuk concluded that doing nothing might be the best option for the park. David Evangelista seconded Barbara Tatarchuk's opinion that the park is perfect, saying that there is plenty of shade in the park and that he does not think another sport should be introduced, and keeping sports between 7th and 8th Street. David Evangelista agreed with contemplating a walkway but stated no need for a bathroom. Aleta Williamson agreed, noting that the green space was well-kept and beautiful. Frank Tremblay concurred, appreciating the park's layout and leaving 1st Street Park the way it is.

Chair Catto advocated for a bathroom, citing that families would benefit from its presence, and asked the Committee if the discussion should be tabled until the next meeting for more definite answers or if a decision should be made today. Judy Burgett raised a question about parking, especially in relation to cornhole activities.

Commissioner Harding shared insights from his review with FDOT, highlighting safety issues and supporting the addition of a walkway from the parking lot to the park. Barbara Tatarchuk mentioned that several parking spaces are available for seven to eight cars and that many people access the park through other means of transportation. Barbara Tatarchuk gave thoughts that no additional parking for cornhole is needed and Commissioner Harding noted the grassy right-of-way off the road to be available for parking.

Chair Catto suggested tabling the discussion to decide on a course of action. Aleta Williamson agreed that tabling is appropriate when considering all options.

Chair Catto raised a question about deadlines. Commissioner Harding clarified that a request for recommendations is needed by May 1st to allow staff time to lay out the plan over the summer. Barbara Tatarchuk noted a consensus on the idea of a walkway, but the necessity for a bathroom remains questionable.

Chair Catto proposed tabling the discussion for now. Aleta Williamson suggested that Committee members assess what works or does not work for the park.

Chair Catto asked for a motion to table the discussion and have it on the agenda for the next meeting.

MOTION: Motion made by Barbara Tatarchuk to table the discussion. Chair Catto asked for a second. Aleta Williamson seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

b. Review/Recommendation on cornhole placements

Chair Catto introduced the agenda item and asked for a motion to accept the placements of the cornholes as proposed. Barbara Tatarchuk asked for clarification of the location. Chair Catto clarified the location as depicted in the supporting documents. Chair Catto reiterated her request for a motion and a second, to be followed by discussion.

MOTION: Motion made by Barbara Tatarchuk to accept the locations for the cornhole sets on 1st and 7th Street. Chair Catto asked for a second. Aleta Williamson seconded the motion.

DISCUSSION: Chair Catto asked for a discussion. Judy Burgett expressed concerns about the parking situation on 7th Street, noting that current bocce attendance is heavy and that there is a significant disabled population to consider. Judy Burgett emphasized the need for careful consideration of parking issues and having observed a reduction in green grass for the parks. Judy Burgett gave further thoughts on the consideration of the parking problem, paving and the covering up of natural grass, and ingress and egress to the cornhole set. Judy Burgett reiterated to think about the parking issues with the increase in pickleball attendance.

Barbara Tatarchuk suggested installing the cornhole set at 1st Street first and delay the installation on 7th Street.

Frank Tremblay liked the idea of delaying installation and raised concerns about parking and additional congestion created by parents waiting for the school bus. Mayor Foster informed to be currently working with the parents to change the school bus pickup and drop-off locations.

City Clerk Roussin reminded the Committee of the previous agreement to the placement of the cornhole sets.

David Evangelista suggested placing the sets as shown on the plan. David Evangelista asked for confirmation that there is no need for significant site preparation with the concrete structures placed on the grass, and there is no elimination of the grass between the two structures. Public Works Department Head Mike Guarino confirmed. Mayor Foster confirmed the ability to park on 7th Street. David Evangelista suggested creating additional handicapped parking spots in the parking lot and to use the additional parking on 7th Street to elevate the issue. Chair Catto gave further comments on the bar for the clam bake at the Shuffleboard and the need to install tables over cornholes. Mayor Foster informed for the cornhole sets to be movable.

ON THE MOTION: Rollcall vote. Unanimous approval.

c. Review/Recommendation for the 7th Street Basketball location

Chair Catto introduced the agenda item and asked for a motion to approve as the diagram places it.

MOTION: Motion made by Aleta Williamson to approve the 7th Street Basketball location. Chair Catto asked for a second. Judy Burgett seconded the motion.

DISCUSSION: David Evangelista questioned the size of the project, the need to be elevated for proper drainage, and having open questions regarding construction and surfacing. David Evangelista asked how the recommendation for the current dimensions proposal was made. Mayor Foster informed on the different sizes and options available, having spoken to the parents of children involved, with suggestions of a bigger basketball court on the tennis court, which Mayor Foster explained was currently not an option. Mayor Foster spoke on McCourt's size recommendation and dimensions referenced by David Evangelista. David Evangelista gave his opinion on a 30-foot court and the top of the key two feet from the edge of the pavement, which he considers a less than safe environment. Mayor Foster stated that if the Committee does not agree with the layout provided, it can be readdressed. Mayor Foster emphasized the importance of understanding the area's needs and the requirements for the clam bake and ensuring that no trees should be removed. David Evangelista expressed his opinion against approving the proposed location due to the size limitations. Judy Burgett raised concerns related to safety and the possibility of balls bouncing into the playground where small children play and suggested reconsidering the location.

Aleta Williamson voiced her opposition to the location, noting that it would take away green space, particularly under the trees, which is essential for the park's essence. Aleta Williamson stated that the green space between tennis and bocce should be left as is and to consider other locations. Aleta Williamson suggested a slightly bigger court and a possible containment for the ball if in an area close to the road.

Mayor Foster suggested contacting the parents of children who play ball in the area for their input. Aleta Williamson asked for clarification on what safety issues should be considered moving forward. Mayor Foster pointed out the area near the playground, considering its proximity to the street and other play areas. Mayor Foster noted that feedback indicated the proposal for 8th Street was not well thought out and the commission missed concerns regarding parking and traffic.

There was no further discussion, and Chair Catto restated the motion and called for roll.

ON THE MOTION: Rollcall vote. Unanimous disapproval. The motion failed.

City Clerk Roussin informed that the recommendation will be presented to the City Commission on March 20th.

d. Discussion/Recommendation for achieving ADA compliance to ensure access to all sports areas and restroom facilities **tabled at 01-24-2025 meeting**

Chair Catto introduced the agenda item and asked the Mayor if updates could be provided before the Committee could make a recommendation. Mayor Foster informed that he was waiting for information from the Committee, confirmed that he was handling the matter, and said it was not his time to talk on the matter.

Chair Catto asked for a motion on any ADA recommendation.

MOTION: Motion made by Aleta Williamson to speak on ADA Feasibility in the Recreation areas. Judy Burgett seconded the motion.

DISCUSSION: Judy Burgett discussed the importance of achieving ADA compliance for all sports and whether this could be included in grant applications currently being considered. Aleta Williamson mentioned the possibility of a walkway near 1st Street and a restroom facility and spoke on the necessity for planning and determining the feasibility of these proposals. Judy Burgett inquired if ADA compliance could be part of the grant applications. Commissioner Harding provided background on the FDOT 2024 grant that was not approved and spoke on FDOT's suggestion to have an ADA-compliant engineer evaluate each park and supply a list of recommendations. Commissioner Harding informed that an engineering study is essential to move forward with a grant application and noted that it typically takes about two years for the grant process to unfold. Commissioner Harding estimated that the study would take around 90 days and shared additional thoughts on the matter. Chair Catto gave support for a professional engineer.

Barbara Tatarchuk asked to make a motion. City Clerk Roussin reminded of an open motion. Chair Catto asked Aleta Williamson if she would like to amend her motion.

AMENDED MOTION: Aleta Williamson amended her motion to recommend hiring a professional engineering firm to provide an ADA Compliance Engineering Study for all City Parks. Judy Burgett seconded the motion. Judy Burgett seconded the amended motion. Commissioner Harding confirmed the motion to be adequate.

ON THE AMENDED MOTION: Rollcall vote. Unanimous approval.

City Clerk Roussin informed that the recommendation will be presented to the City Commission on March 20th.

- e. Discussion/Recommendation to ensure adequate restroom facilities at all sport areas
****tabled at 01-24-2025 meeting****

City Clerk Roussin agreed with Chair Catto that Item 10e. should fall under the previous discussion.

- f. **Discussion/Recommendation for grant funding applications for Fitness Elements – City Administrator John Bartus**

Chair Catto introduced the agenda item. City Administrator Bartus spoke on the proposed grant application and benefits and asked the Committee for their approval and advice on the best locations. Chair Catto asked for a motion to approve City Administrator Bartus' recommendation.

MOTION: Motion made by Barbara Tatarchuk to approve the recommendation by John Bartus on Fitness Elements. Chair Catto asked for a second. Judy Burgett seconded the motion.

DISCUSSION: City Administrator Bartus estimated the equipment's life expectancy at 15 to 20 years, and the number of stations would depend on grants, specifically from AARP, with a proposed seven stations. City Administrator Bartus informed that the design work would not

be required until the grants had been secured and confirmed ample time for the completion of the grant application.

Judy Burgett highlighted the lack of green space and suggested that careful consideration be given to the placement of the stations, mentioning that there used to be a fitness station on an abandoned pad.

The committee discussed various possible locations, the size of the stations, and right-of-way considerations. Building Official Loreno explained that the pathway itself is suitable for the project. Barbara Tatarchuk noted that this addition would enhance the area and emphasized the importance of seeking input from the residents.

ON THE MOTION: Rollcall vote. Unanimous approval.

City Clerk Roussin informed for the recommendation to be presented to the City Commission on March 20th.

11. ANY OTHER BUSINESS: None.

12. NEXT MEETING: The Committee agreed on a next meeting date of April 3rd, 2025.

13. ADJOURNMENT: The meeting adjourned at 11:06 PM.

Respectfully submitted,

Silvia Roussin
City Clerk

City of Key Colony Beach

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



February 27, 2025

To the Recreation Committee:

City Administrator Report, RE: Grants for Fitness Elements – Town Hall Meeting

During a PowerPoint presentation at the Town Hall meeting, I raised the possibility of grant funding for up to \$25,000 for the Fitness Element project through AARP. This grant has an application deadline of March 5. During subsequent research, I located another community grant program through T-Mobile and Main Street America that can pay up to \$50,000 for shovel-ready projects. This Hometown Grant program is for communities of less than 50,000, and the program is designed to help fund projects “that foster local connections” including outdoor spaces. The deadline to apply for a first-quarter grant is the end of March.

I am providing plans, budget, a timeline, and up to five letters of support from the community – I imagine similar requirements would accompany both grants. I met with Tony Loreno and Mike Guarino, and they assured me that Public Works should be able to handle the installation and pouring of concrete pads for the stations. They are assisting me with completing the grant applications.

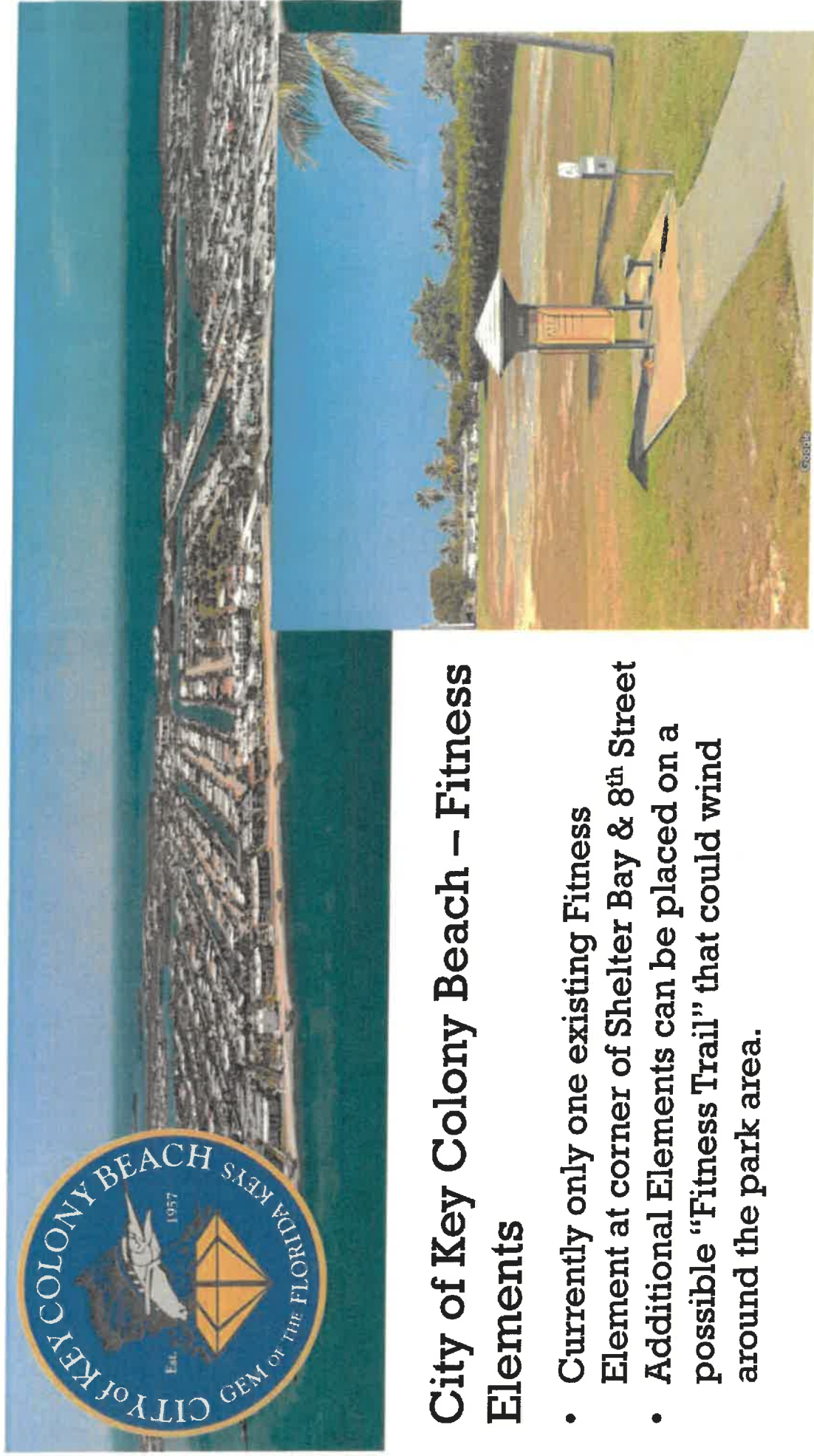
The LifeStation 5-station package costs \$63,435. Installation (by our own Public Works) would likely cost less than \$25,000. The City Commission gave me direction to apply for both grants. I will continue to work with Mike and Tony to get our ducks in a row, apply for both grants, and welcome input from the Recreation Committee as we work on design, siting, and installation of the fitness elements.

John Bartus
City Administrator



City of Key Colony Beach – Park Equipment & Grant Discussion

Location: Corner of Shelter Bay Drive & 8th Street



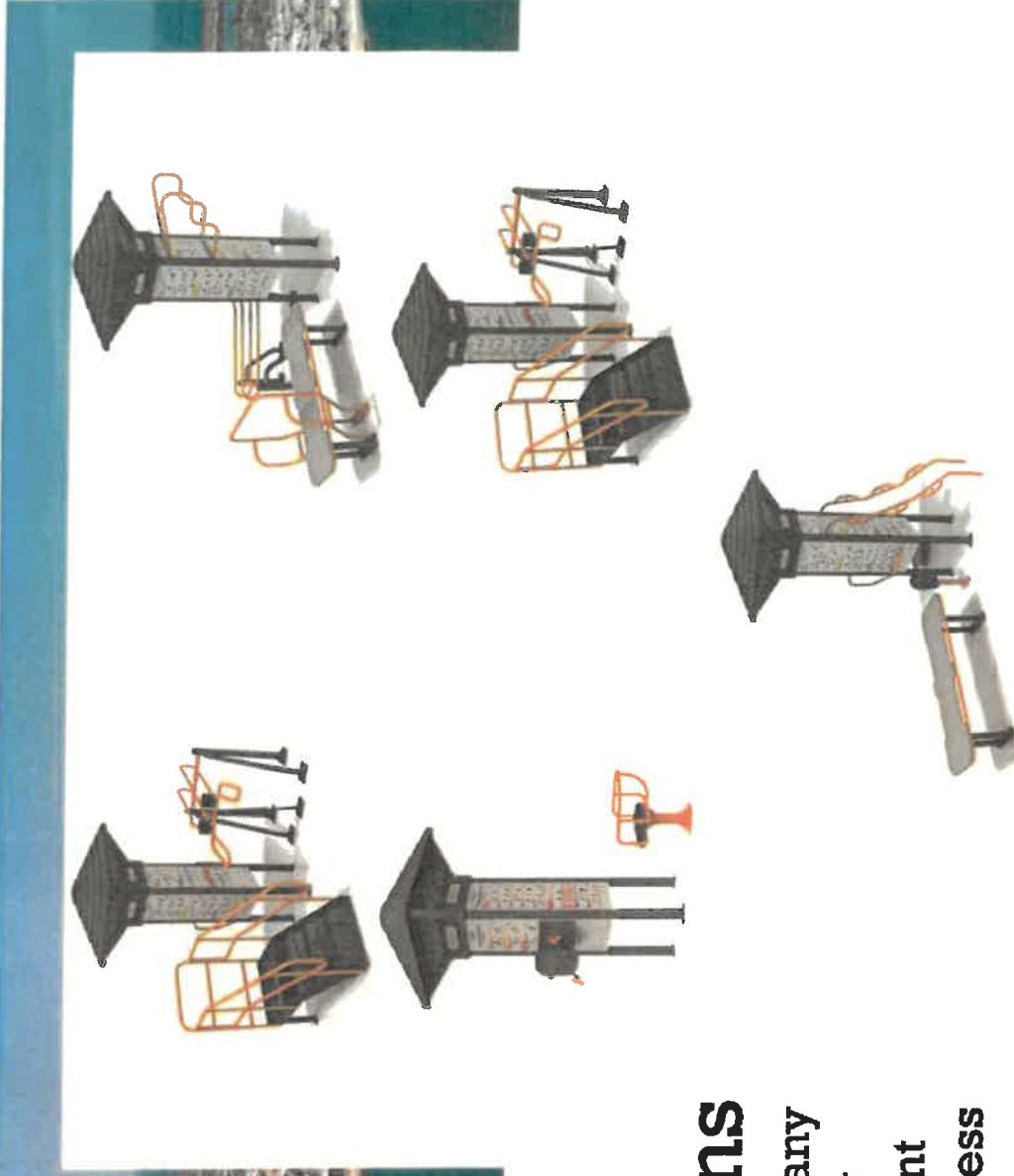
City of Key Colony Beach – Fitness Elements

- Currently only one existing Fitness Element at corner of Shelter Bay & 8th Street
- Additional Elements can be placed on a possible “Fitness Trail” that could wind around the park area.



Additional Equipment Stations

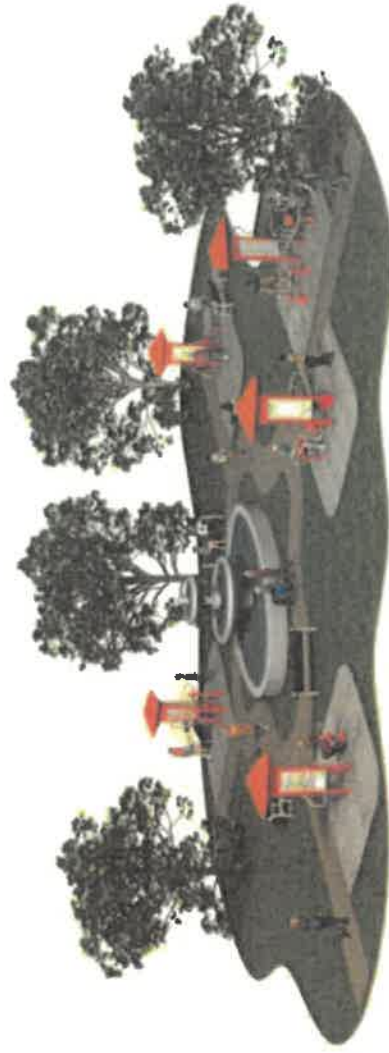
These are made by same company
– LifeStation – as the existing
element. Other park equipment
manufacturers offer similar Fitness
Elements.





Fitness Element Costs

Stations may be purchased individually, or in a set of five or more as shown here. The LifeTrail Five Station is a low-impact wellness playground designed for adults with varying physical abilities, and would cost around \$65,435 plus installation. Other options and price points exist as well.





Paying For It

In addition to possible grants from the usual sources, there is a grant from AARP that might be a good fit!



2025 AARP COMMUNITY CHALLENGE

Application Deadline:
Wednesday, March 5, 2025
5 PM (ET) / 2 PM (PT)



Pictured: Knight Creative Communities Institute
 2023 AARP Community Challenge Grantee (Tallahassee, Florida)



The AARP Community Challenge

AARP is accepting applications for projects that benefit residents — especially those age 50 and older. The applicable category for this project would be creating vibrant public places that improve open spaces, parks, and access to other amenities. In 2025, grants will not exceed \$25,000.

DEADLINE FOR GRANT APPLICATION IS MARCH 5, 2025.

Grant recipients will be selected by an AARP panel of experts on aging, community development and livable communities. Projects will be judged on the degree to which their goals make an immediate change that leads to longer-term impact and meet all other selection criteria.



Paying For It
In addition to the
AARP Grant, T-Mobile
and Main Street
America offer a grant
program that can
bring us up to \$50,000
for a project like this.

Hometown Grants

Get up to \$50,000 to bring your community project idea to life.

We're investing \$25M in 500 rural towns over 5 years to jumpstart projects and build stronger communities. Together, we can help upgrade tech at your local library, build new hiking trails, revitalize historic buildings, and so much more.



The T-Mobile Hometown Grant

T-Mobile is accepting applications for projects that benefit residents of small towns and cities under 50,000 in population. The project grant will be awarded based upon community need and impact, partners and resources leveraged, feasibility, and alignment with T-Mobile's small-town strategy. In

2025, grants will not exceed \$50,000.

DEADLINE FOR GRANT APPLICATION IS MARCH 31, 2025.

This project is a good fit for both grants, and I believe we will be competitive. The AARP Grant would require us to complete the project before the end of the year.



Fitness Trail?
The upcoming grant deadline can either push us in the direction of creating a Fitness Trail for our park, or figure out where it stands in our Parks & Recreation priorities.





Published Weekly
Marathon, Monroe County, Florida

PROOF OF PUBLICATION

STATE OF FLORIDA COUNTY OF MONROE

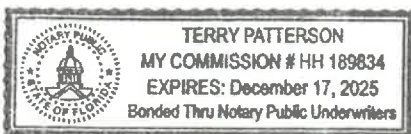
Before the undersigned authority personally appeared JASON KOLER who on oath, says that he is PUBLISHER of the WEEKLY NEWSPAPERS, a weekly newspaper published in Marathon, in Monroe County, Florida; that the attached copy of advertisement was published in said newspaper in the issues of: (date(s) of publication)

February 13, 2025

Affiant further says that the said WEEKLY NEWSPAPERS is a newspaper published at Marathon, in said Monroe County, Florida, and that the said newspaper has heretofore been continuously published in said Monroe County, Florida, once each week (on Thursday) and has been qualified as a second class mail matter at the post office in Marathon, in Monroe County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement. The affiant further says that he has neither paid nor promised any person, firm, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper(s) and that The Weekly Newspapers is in full compliance with Chapter 50 of the Florida State Statutes on Legal and Official Advertisements.

Sworn to and subscribed before me
this 13 day of FEB, 2025.
(SEAL)

Notary



City of Key Colony Beach

305 West Ocean Drive, Key Colony Beach, Florida 33051 • Phone: (305) 289-1212 • Fax: (305) 289-1200



ADVERTISEMENT FOR BIDS

7TH AND SHELTER BAY DRIVE DRAINAGE IMPROVEMENTS CITY OF KEY COLONY BEACH, FLORIDA

Sealed Bids for the construction of the 7th and Shelter Bay Drive Drainage Improvements project will be received by City of Key Colony Beach, Florida, at the office of the Mayor, Key Colony Beach City Hall, 600 West Ocean Drive, Key Colony Beach, Florida 33051, until **March 13, 2025 at 2:00 p.m.** local time. At that time, the Bids received will be publicly opened and read aloud.

The Project includes the following Work: Base Bid: Conversion of existing dry detention pond into a wet detention system with outfall structures and check valves. Miscellaneous drainage improvements, landscaping, and fountains. Additive Alternate No. 1 includes drainage improvements along 7th Street and golf course. Additive Alternate No. 2 include pervious paver work. Additive Alternate No. 3 includes an allowance for an observation deck.

Bids are requested for the following Contract: 7th and Shelter Bay Drive Drainage Improvements.

The Issuing Office for the Bidding Documents is: Mittauer & Associates, Inc., 580-1 Wells Road, Orange Park, Florida 32073, (904) 278-0030. Prospective Bidders may examine the Bidding Documents at the Issuing Office, Monday through Friday (excluding holidays), and may obtain copies of the Bidding Documents from the Issuing Office as described below.

Bidding Documents will be provided electronically as portable document format (PDF) files and as printed Bidding Documents, both for a non-refundable charge of \$150.00 per set payable to "Mittauer & Associates, Inc." Upon Issuing Office's receipt of payment, the digital files will be emailed, and the printed Bidding Documents will be sent via UPS Ground. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office.

Bidding Documents also may be examined at City Hall, City of Key Colony Beach, 600 West Ocean Drive, Key Colony Beach, Florida 33051, (305) 289-1212, Monday through Friday (excluding holidays).

A Pre-Bid Conference will not be held.

Bid security must be furnished in accordance with the Instructions to Bidders.

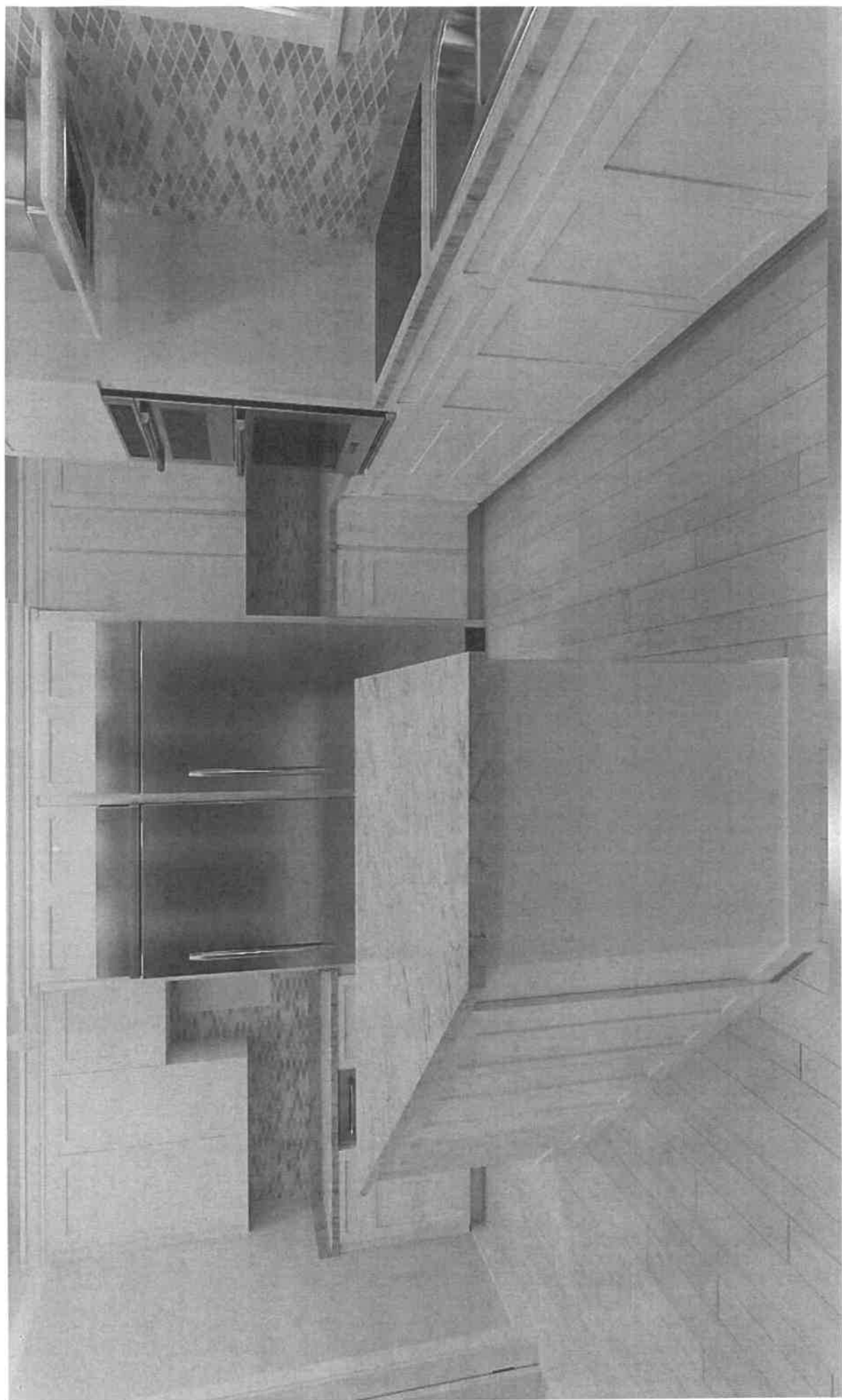
To be considered qualified the Bidder shall be licensed to engage in the business of contracting in the State of Florida by the Construction Industry Licensing Board. In addition, the Bidder shall have successfully completed, as prime contractor, a minimum of 3 projects of a similar nature within the past 5 years each having a minimum contract value of \$300,000 with at least one project having a contract value in excess of \$500,000.

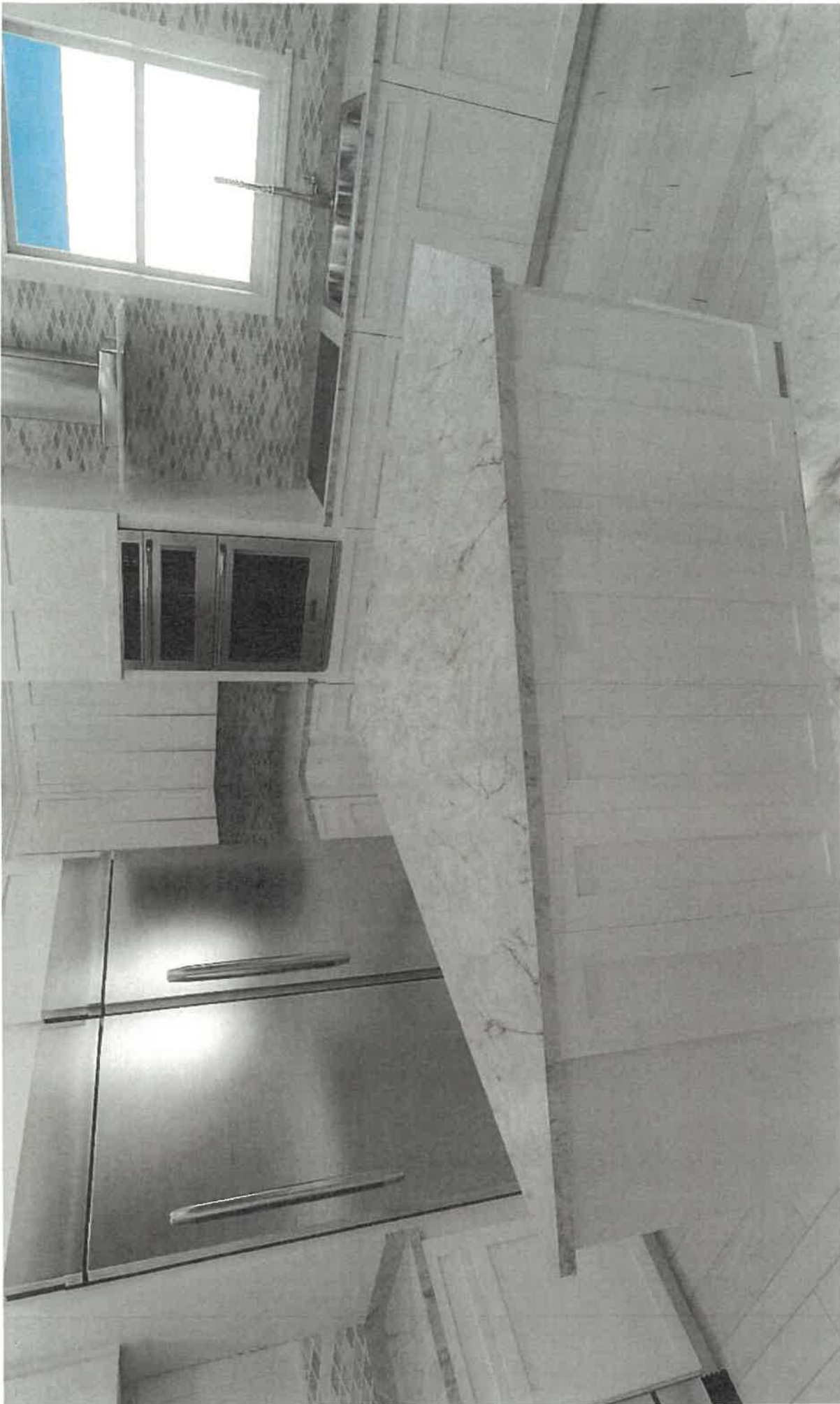
The City of Key Colony Beach, Florida is an Equal Opportunity Employer.













City of Key Colony Beach

P.O. Box 510141, Key Colony Beach, FL 33051-0141

Phone: 305-289-1212

Fax: 305-289-0247

www.keycolonybeach.net

Resignation buy out of Gerard Roussin last day 7/22/2022

Service time 1 year + but less than 10 years = $\frac{1}{4}$ of sick time with a max of 320 hours

full vacation time as per our handbook. See section 3.6 and 3.5 (see attached)

Sick Time = $362.24 \div 4 = 90.56 \times 53.60 = 4,854.00$

Vacation Time = $339.75 \times 53.60 = 18,210.60$

Total due per our Handbook \$23,064.60

Comp Time that I can verify but per handbook not even allowed to earn... happened before me.

Comp time $120 \text{ hours} \times 53.60 = 6,432.00$ not included in total above. This is for the Commission the decide.

MINUTES

KEY COLONY BEACH CITY COMMISSION REGULAR MEETING & PUBLIC HEARING

Thursday, July 28, 2022 – 9:30 a.m.

City Hall Auditorium & virtually via Zoom Conferencing

1. Call to Order, Pledge of Allegiance, Prayer, Roll Call: *The Regular Commission Meeting of the City of Key Colony Beach was called to order by Mayor Trefry at 9:30 a.m. followed by the Pledge of Allegiance, Prayer, and Roll Call.*

Present: *Mayor Trefry, Vice-Mayor Harding, Commissioner DeNeale, Commissioner Sutton, Commissioner Ramsay-Vickrey.*

Also Present: *City Administrator Dave Turner, City Clerk Silvia Gransee, City Attorney Gaelan Jones, Public Works Department Head Mike Guarino, Building Official Gerald Leggett, Chief Kris DiGiovanni, Administrative Assistant Barbie Morales.*

Public: *4 Marble Hall*

2. Citizen Comments and Correspondence: *City Clerk Silvia Gransee reported on the following citizen correspondence: Mr. David Fischer emailed the City Clerk with a question regarding the Tipline, to which City Clerk Gransee informed the resident that the topic was up for discussion today. Mr. Lenny Geronemus emailed the City Clerk regarding the Townhall Meeting email that went out to residents. Former Building Official Gerard Roussin contacted City Clerk Silvia Gransee with a request on donations on his payout on sick time. (Please email the City Clerk at cityclerk@keycolonybeach.net for a copy of all citizen correspondence).*

There was no public comment online or in the audience.

3. Approval of Minutes – none.

4. Agenda Additions, Changes, Deletions:

Commissioner Beth Ramsay-Vickrey asked for Item 7C. to be added to the Agenda: Discussion/Approval of Turtle Beach Lighting.

City Administrator Dave Turner asked for Resolution 2022-08: Millage Approval to be added to the Agenda.

Both items were added to the Agenda.

5. Special Requests – None.

6. Committee and Staff Reports: *Mayor Trefry stated that reports from all Department Heads were received and the Commission had no additional questions.*

A. Marathon Fire/EMS – No Report.

B. Recreation Committee – No report.

C. Beautification Committee - No report.

D. Disaster Preparedness Committee – No report.

E. Planning & Zoning Board - No report.

F. Code Enforcement Board – No report.

G. Utility Board – No report.

H. Police Department – No additional report.

*I. **Building Department** – Building Official Gerald Leggett updated on 1000 W. Ocean in addition to his Department Head report. Building Official Leggett reported that the completed electrical work on the property has to wait for the FKEC inspection due to the company being backlogged on work orders. Vice-Mayor Tom Harding asked if a contractor has been approved for the demolition on the property which Building Official Leggett confirmed.*

J. Public Works – No additional report.

*K. **City Secretary/Treasurer** – Secretary/Treasurer DeNeale yielded the floor to Jen Johnson from Bishop Rosasco & Co. Mrs. Johnson gave a brief overview of the City's 9-month financial report with details on revenues, expenditures, road funds, impact fees, building department revenues and expenditures, wastewater revenues and expenditures, and stormwater revenue and expenditures. The Commission had no questions for Jen Johnson.*

L. City Clerk – No additional report.

M. Code Enforcement Officer – No Report

*N. **City Administrator** – City Administrator Dave Turner updated in addition to his submitted report.*

*a) **City Hall Update:** City Administrator Dave Turner reported that the new drawings are at 100%, were shared with the Commission, and are up for review with the Building Department. City Administrator Turner further updated on correspondence received from FEMA. The City Administrator reported that FEMA indicated disputes over the flood insurance payout from Wright Flood Insurance in 2017.*

*b) **Approval of Wilscot Invoice# 9014590844 in the amount of \$28,204.10:** City Administrator Dave Turner informed the Commission the invoice pertains to the new City Hall Annex/Temporary Post Office trailer and explained the services included in the cost. City Administrator Dave Turner further explained that the Electric Company will energize the trailer and he will check with 3rd Generation Plumbing on their work. The City Administrator described that the trailer will be used as temporary City Hall until the Post Office is ready to move and confirmed to Vice-Mayor Harding that tables and chairs will be moved from Marble Hall to the trailer. City Administrator Dave Turner updated that he will confer with Building Official Leggett on the standing estimate for the Asbestos removal process.*

Commissioner John DeNeale had a question regarding the FEMA update. Commissioner DeNeale recalled the impression that was given when he was Mayor, that this was a 2-part process which consisted of insurance and FEMA. Commissioner DeNeale recalled that the City's consultant thought the same way and that it was brought that way to the City. Commissioner DeNeale asked if there was a recourse to take and what the City can do since this is not the way the issue was presented. City Administrator Turner explained that it was described to him that the City did not reach the total payout on flood insurance of \$500,000.00, and a check was accepted that was well below that limit. The City Administrator further stated that the insurance company was given

information on prior damage on the building which was taken into heavy consideration as well. City Administrator Dave Turner further explained that the Commission can proceed in whichever way they like, however, if demolition starts on the building the claim would be closed. City Administrator Turner continued saying that the Commission can start a new claim if so desired. Commissioner DeNeale asked if a new person could be hired to work with FEMA to which City Administrator Turner explained that the question is whether or not to go after the insurance company at that time. City Administrator Turner further explained that FEMA is stating the acceptance of the check from the Flood Insurance as a deciding factor and no additional adjuster was requested to proof significant more damage on the building. Commissioner DeNeale stated that those facts were never presented to them that way and it was always explained as a 2-part process. Commissioner DeNeale further stated that the hired FEMA consultant, himself as the Mayor, and the Commission at that time, did not understand it that way and suggested hiring a knowledgeable person to find out what is going on. City Administrator Dave Turner stated he can reach out, but that FEMA had indicated that information was received on prior damage to the building which was taken under consideration. Mayor Trefry explained that the understanding by the Commission at that time was, that it was not Hurricane Damage FEMA money but fell under a different category. Commissioner DeNeale explained his recollection that there were insurance funds and disaster funds, and explanations were given of two pockets consisting of insurance settlement and then the disaster monies would kick in. Commissioner DeNeale stated that he is not willing to accept this without trying to find out more information with outside assistance. Mayor Trefry asked Commissioner DeNeale to meet with City Administrator Dave Turner to talk about the matter, as he himself as the Mayor, and Ron Sutton as Vice-Mayor at that time, have more information and details on what happened. Mayor Trefry continued saying that City Administrator Turner can give a recommendation on how to proceed after. Vice-Mayor Harding asked City Administrator Dave Turner if there are records on what was submitted to the Insurance Company for the money that was received. City Administrator Turner stated that he looked through various files, letters, and statements, and explained that the flood money was not exhausted for the disaster money to kick in. Vice-Mayor Harding asked that he was inquiring about a document that would show that the insurance company was asked for more than \$134,000.00, but the money received was all the insurance company paid out. City Administrator Turner stated that he has not located a document of that nature, but that there are many boxes in storage that he can continue to look through. Commissioner DeNeale questioned why FEMA came months later and gave an estimate of \$3,200,000.00 which carried over the next several years. City Administrator Turner agreed with Commissioner DeNeale. Commissioner DeNeale asked City Attorney Gaelan Jones if his firm has an attorney that deals with FEMA issues which Mr. Jones explained he will check with Lead City Attorney Dirk Smits on. Mayor Trefry asked City Administrator Turner if he has been in contact with the City's Lobbyist Company to which the City Administrator said he had not but stated he will reach out. City Attorney Jones further said that he can look into an outside FEMA consultant. The Commission had no further discussion on the topic.

Mayor Trefry asked for a Motion for the approval of the Willscot invoice in the amount of \$28,204.10.

MOTION: Motion made by Commissioner Sutton, seconded by Commissioner Ramsay-Vickrey to approve the Willscot invoice in the amount of \$28,204.10.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

c) Update on Temporary Building Official Coverage: City Administrator Dave Turner updated that Building Inspector/Official Leggett received approval for his tests and is waiting on the approval letter which should arrive by August 18th. City Administrator Turner further explained that until that time Mr. Terrence Justice will fill in as the temporary Building Official. The City Administrator further explained the hours and pay the temporary Building Official will receive and asked for approval of payment with a limit of \$10,000.00 for the temporary Building Official coverage. City Administrator Dave Turner further explained that with the approval he will ask the legal team to draw up a contract and proceed. Commissioner Sutton stated the importance of the temporary Building Official coverage and made a motion to approve the temporary coverage.

MOTION: Motion made by Commissioner Sutton, seconded by Commissioner Ramsay-Vickrey, to approve the temporary Building Official coverage in the amount of up to \$10,000.00.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

7. Commissioner Items for Discussion/Approval:

A. Discussion/Approval of Mittauer Service Agreement for 9th Street, 10th Street Phase 2B, 11th Street, and 12th Street Stormwater Improvements – City Administrator

City Administrator Dave Turner explained the details of the agreement and stated it was recommended to be approved by the Commission from the Utility Board. City Administrator Turner continued saying that the costs are covered by grant money and asked for approval by the Commission. Mayor Trefry asked for a Motion to approve the agreement in the amount of \$152,500.00.

MOTION: Motion made by Vice-Mayor Harding, seconded by Commissioner DeNeale, to approve the Mittauer Service Agreement in the amount of \$152,500.00.

DISCUSSION: Vice-Mayor Tom Harding cautioned that the actual construction cost might be understated and the City should expect the bill to be higher. Commissioner Sutton asked what Vice-Mayor Harding is anticipating for increase in costs, which the Vice-Mayor estimated to be between six to seven million dollars from the original estimate with the current inflation and increase on material costs.

ON THE MOTION: Rollcall vote. Unanimous approval.

B. Discussion/Approval for Building Official Final Pay: Mayor Trefry stated that all Commissioners have received City Administrator Turner's final pay calculations which are based

on the City of Key Colony handbook. Mayor Trefry explained the calculations and asked for a Motion pertaining to payout of the \$23,064.60.

MOTION: *Motion made by Commissioner DeNeale, seconded by Commissioner Sutton, to approve the payout in the amount of \$23,064.60 for sick and vacation time.*

DISCUSSION: *Mayor Trefry addressed the former Building Official Roussin's request to donate 75% of his sick time. Mayor Trefry stated that the former Building Official is only eligible to receive 25% of his sick time and asked the Commission for input on the request. The Commission discussed the request and asked for a rollcall vote on the Motion.*

ON THE MOTION: *Rollcall vote. Unanimous approval.*

Mayor Trefry further addressed the question on comp time for the former Building Official. Mayor Trefry explained that Department Heads are not eligible for comp time and asked the Commission if there should be a Motion. Vice-Mayor Harding asked if the former Building Official was a Supervisor during the period in question or just a portion of it. City Administrator Turner explained that the comp time listed on the request is for the time period when the City started using QuickBooks during which time Gerard Roussin was the Building Official. City Administrator Turner further stated that he could not find any records prior to that time. Commissioner Sutton stated that he understands that Department Heads do not receive any kind of comp time, however, the last three department heads did receive comp time as part of their payout and stated his support for former Building Official Roussin's comp time payout. Mayor Trefry asked Commissioner Sutton if that is his Motion.

MOTION: *Motion made by Commissioner Sutton to pay former Building Official Roussin \$6,432.00 in comp time.*

DISCUSSION: *None.*

ON THE MOTION: *No second. Motion failed.*

Commissioner DeNeale stated that he understands what Commissioner Sutton is saying, however, it was made clear to Department Heads after the previous ones had left, that they are salaried employees and they are to manage their time. Commissioner DeNeale further stated he knows that the former Building Official was there when the topic was discussed. Commissioner DeNeale continued saying that mistakes were made in the past, but he is certain that it was made clear to the Department Heads that they are salaried employees which represents a bigger paycheck. Mayor Trefry asked the City Administrator if there are additional employees in the same position and how he is managing it. City Administrator Dave Turner explained that he started working for the City in April 2021 and on April 17th he sent out an email to all the Department Heads in reference to comp time and explained the ineligibility and required explanations to ask for it. The City Administrator further explained that there are a few employees that currently fall under the same situation but it is being managed. City Administrator Dave Turner continued saying that the new handbook will not have comp time included in it and further explained the difficulties managing comp time. City Attorney Gaelan Jones explained the Fair Labor Laws on federal exemptions on overtime and explained that this does not have to be included in a handbook to be the law. The City Attorney

further explained to the Commission the details on the law and who qualifies under it. Mayor Trefry asked the Commission if there was any further discussion or Motions regarding the former Building Official's payout which there was none.

C. Discussion/Approval on Turtle Beach Lighting: *Commissioner Ramsay-Vickrey explained the background on the agenda item and event that occurred in the City of turtle hatchlings being lost. Commissioner Beth Ramsay-Vickrey explained that Key Colony Beach falls under county-wide standards regarding artificial lighting and proposed adding an informational page on the city website on how residents can help. The Commissioner further explained that sea turtles fall under the Endangered Species Act and to contact the Key Colony Police Department to report any violations who will in turn contact the FWC. Mayor Trefry stated that she believes this to be a wonderful idea and asked if there was a Motion to add the informational page to the City's website.*

MOTION: *Motion made by Commissioner DeNeale, seconded by Commissioner Sutton, to add the informational page on Turtle Beach Lighting to the City's website.*

DISCUSSION: *Commissioner DeNeale voiced his support for Commissioner Ramsay-Vickrey's proposal.*

ON THE MOTION: *Rollcall vote. Unanimous approval.*

8. Approval of Warrants – Warrant No. 0622 in the amount of \$322,606.30

MOTION: *Motion made by Commissioner DeNeale, seconded by Commissioner Ramsay-Vickrey, to approve Warrant No. 0622 in the amount of \$322,606.30.*

DISCUSSION: *None.*

ON THE MOTION: *Rollcall vote. Unanimous approval.*

9. ORDINANCES & RESOLUTIONS

A. Ordinances – None.

B. Resolutions:

RESOLUTION 2022-08: *A Resolution Of The City Commission Of The City Of Key Colony Beach, Florida; Determining The Proposed Millage Rate, And The Current Year Rolled-Back Rate, And The Date, Time And Place For The First And Second Budget Public Hearings As Required By Law; Directing The Finance Director To File Said Resolution With The Property Appraiser Of Monroe County Pursuant To The Requirements Of Florida Statutes And The Rules And Regulations Of The Department Of Revenue Of The State Of Florida; And Providing For An Effective Date.*

MOTION: *Motion made by Commissioner Ramsay-Vickrey, seconded by Commissioner Sutton, to approve the tentative millage rate at 2.8726 mills per \$1,000.00 of assessed property within the City of Key Colony Beach, Florida.*

DISCUSSION: *None.*

ON THE MOTION: *Rollcall vote. Unanimous approval.*

10. Commissioner's Reports or Comments

A. Commissioner DeNeale: Discussion on 'Tipline' phone. Commissioner DeNeale presented a PowerPoint Presentation and gave a brief overview on the history of the 'Tipline' phone and how it became established in the City. Commissioner DeNeale recalled that it worked well over the years with some exceptions of calls that should have gone to the 911 line or dispatch. Commissioner DeNeale stated that staff cannot take down the 'Tipline' without Commission approval since the Commission established it and that residents need a way to be educated and able to call in code violations. Commissioner DeNeale continued with the presentation of the slideshow to the Commission and his report. The Commissioner explained the need for residents to be able to report violations and to establish a code information line. Mayor Trefry asked Chief DiGiovanni on how many calls the Police Department received on code violations. Chief DiGiovanni explained that he does not have an exact number, but calls have been previously received on the tipline that should have been 911-calls. Mayor Trefry further asked on how the call volume changed since the law changed on anonymous complaints. Chief DiGiovanni explained that reports were still made anonymously but that call numbers did go down after the law passed. Mayor Trefry addressed the question on CitizenServe and the problems that it has presented. City Administrator Dave Turner stated that with the current staff changes he recommends staying with CitizenServe for the moment. The City Administrator further stated that residents need to understand what number to call for the proper response and have the understanding that calls cannot be made unanimously. The Commission further discussed the proper use of the code information line and the involvement of dispatch in code calls. City Administrator Dave Turner updated that a new Code Officer was hired and an additional Code Support member will be interviewed for hire as well. The City Administrator explained that a new phone line will be established in the office and that the new Code Officer understands that working hours will be fluid. City Administrator Turner continued saying that he wants the Police continuing taking code complaints when the Code Officer is not working so the City has 24/7 coverage. Vice-Mayor Harding asked if the old tipline has to be taken down which was confirmed as already having been done. Commissioner DeNeale stated that he believes that a Motion is needed to legally take down the tipline and then staff can be directed to establish a new code information line. City Administrator Turner stated that there will be no problem following the Commission's directive but asked for City Attorney Gaelan Jones to read the perimeters on leaving complaints. City Attorney Jones stated that the law went into effect July 2021 and further stated that the information needed for the Code Officer to start an investigation is the complainants name and address. City Attorney Jones continued explaining that Code or Police Officers can initiate a complaint on their own by observing a violation from a public area, however, they cannot follow up on an anonymous complaint. City Attorney Jones confirmed that a Commissioner can leave a private code complaint as long as they leave their name and address. City Attorney Gaelan Jones clarified that the bill that was passed, prohibits a Code Officer to follow up on a complaint that does not have a name or address attached to it, but Code Officers can observe code violations on their own. Mayor Trefry stated for clarification that anyone on city staff can be a code compliance officer and that the city needs observance day and night. Mayor Trefry further reported that the prior Code Officer used to have many requests on Mondays from other departments to investigate events from the weekend. The Mayor continued saying she believes that

this contributed to the former Code Officers burnout. Mayor Trefry further hopes that the new Code Officer will be working on weekends since it represents the time most violations occur and hopes that other departments will take responsibility depending on the working shift.

MOTION: Motion made by Commissioner DeNeale, seconded by Commissioner Ramsay-Vickrey, to approve the discontinuance of the 'Tipline' phone and direct staff to establish a code enforcement information line.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

Commissioner Sutton had no further report.

Vice-Mayor Harding asked if there is a potential of having additional property manager classes before the end of September which City Administrator Turner declined. The City Administrator explained that the classes are set ahead of time and that some property managers are not following their expiration of their licenses. City Clerk Gransee confirmed that the current classes have been set up since the beginning of the year. Vice-Mayor Harding further updated on having completed the FPLT resiliency survey and having worked with the State on the flood panels for the maintenance building. Vice-Mayor Harding reported that costs have been updated and that FEMA will review the grant request. The Vice-Mayor further reported on having attended the South Florida Regional Planning Council Meeting on July 18th which focused on waste management and recycling. Vice-Mayor Harding continued saying that the Comprehensive Plan has been adopted and he will be attending a mitigation class in the afternoon and a FEMA training class tomorrow. Commissioner Ramsay-Vickrey reported in participating in the release of sea turtle by the Turtle Hospital, attending the Utility Board Meeting and Monroe County Library Budget Board Meeting, and having met with local businesswomen. Commissioner Beth Ramsay-Vickrey reported that the majority of her week was devoted to turtles.

Mayor Trefry followed up on the department head reports and timing on when they are submitted. Mayor Trefry asked that the reports be submitted to the City Clerk. City Clerk Gransee asked that Tuesday at noon be the cutoff date for submittal and reports can be posted in the afternoon on the website.

11. City Attorney

A. Discussion/Review of proposed Ordinance No. 2022-479 Chapter 2 Amendment: City Attorney Gaelan Jones followed up on previous discussions on the proposed ordinance and presented the new draft to the Commission prior to first reading. City Attorney Jones reported on the changes in the proposed ordinance, primarily having agendas available to the Commission six days in advance, changes in format agenda, change in meeting days, discretion to the Commission to change meetings, and the ability to call emergency meetings. City Attorney Jones asked for input of the Commission on further edits. Commissioner DeNeale stated that after research of previous calendars, the third Thursday of each month looks to be the most effective day to hold Commission meetings in regard to Planning & Zoning Meetings as well as holidays. Mayor Trefry agreed with Commissioner DeNeale but remembers the recommendation from staff was due to financial reporting. Commissioner Sutton voiced his concerns on meetings around the holidays and

recommended changing the organizational meeting to the 2nd Thursday in December. The Commission further discussed the best possible days for meetings. City Attorney Jones stated that the City Administrator and Jen Johnson confirmed that there will be no issue with Commission meetings being held on the third Thursday of each month and to add a change of meeting at the discretion of the commission. City Attorney Gaelan Jones further advised that the Commission has the discretion to change any meeting if they wish to do so by vote of majority. Commissioner DeNeale stated that elections are being held the first week of November and suggested to have the organizational meeting the third week in November. Mayor Trefry asked if the organizational meeting falls under a different ordinance. City Attorney Gaelan Jones stated that Mayor Trefry is correct and that organizational meetings are set for the first Commission meeting in December of each year and that the Ordinance would have to be amended. After further discussion, Mayor Trefry asked to keep the changes simple with the knowledge of a six-month sunset and move the December Meeting to the second Thursday and keep the organizational meeting the same. City Attorney Jones gave further input on what changes could be made and stated his understanding of the general consensus of the Commission is to designate the third Thursday of each month and have the organizational meeting on the third Thursday. City Attorney Gaelan Jones further explained that when the Ordinance is being brought back for First reading to clarify that the organizational meeting is scheduled by default on the third Thursday in November. The Commission had no further discussion.

12. Adjourn: *The meeting adjourned at 10:52 A.M.*

Respectfully Submitted,
Silvia Gransee
City Clerk

ORDINANCE NO. 2025-497

AN ORDINANCE OF KEY COLONY BEACH, FLORIDA, AMENDING THE GOALS, OBJECTIVES AND POLICIES OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, COASTAL MANAGEMENT, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENTS, ELEMENTS OF THE COMPREHENSIVE PLAN; ADDING A PROPERTY RIGHTS ELEMENT AND ACCOMPANYING GOAL, OBJECTIVE AND POLICIES; AS MANDATED BY FLORIDA STATUTES 163.3177; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND SEVERABILITY CLAUSE, PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 163.3184, Florida Statutes, establishes a process for adoption of Comprehensive Plans and Plan Amendments, and the City of Key Colony Beach adopted its Comprehensive Plan in 1992; and

WHEREAS, the City Commission desires to adopt said Amendments to the current Comprehensive Plan to guide and control the future development of the City and to preserve, promote and protect the public's health, safety, and welfare; and

WHEREAS, Florida Statutes, requires Comprehensive Plans Amendments in areas of critical state concern to be adopted under the State Coordinated Review Process; and

WHEREAS, the City Commission deems it necessary to add the following sections within the Coastal Management Element to include: Coastal Storm Areas, Increase Communitywide Resiliency, Reduce Flood Risk in Coastal Areas, and Remove Coastal Property from Flood Zone Designations, Site Development Techniques, Best Practices to Reduce Flood Loss and Claims, Keeping Consistent with Florida Building Code and Floodplain Management Regulations and Coastal Construction Standards in Chapter 161 F.S. and FEMA's Community Rating System; and

WHEREAS, the City Commission deemed it necessary to add language to include the 2024 Vulnerability Assessment and Watershed Management Plans; and

WHEREAS, the Planning & Zoning Committee of Key Colony Beach acting as the Local Planning Agency held its duly advertised public hearing on February 19, 2025, reviewed the proposed Amendments and forwarded its recommendation to the City Commission for transmittal to the State Land Planning Agency; and

WHEREAS, the City Commission has agreed with the recommendations of the Local Planning Agency that the proposed amendments comply with the requirements of Chapter 163, Florida Statutes, and that the proposed amendments are consistent with the Comprehensive Plan; and

WHEREAS, the City Commission held its duly advertised public hearing for the transmittal of the proposed amendments on _____, 2025; and

WHEREAS, the City has received and responded to timely comments from certain review agencies which have been granted such authority under Florida Statute 163.3184(3)(b)3; and

WHEREAS, City Commission held its duly advertised second public hearing for Adoption of this Ordinance on _____, 2025.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF KEY COLONY BEACH, FLORIDA, that:

- Section 1.** The City of Key Colony Beach City Commission hereby adopts Amendments to its current Comprehensive Plan dated July 9, 2015, which Amendments consist of the pages which are identified as Exhibit “A” attached, and which are incorporated into the current Comprehensive Plan. A copy of the Comprehensive Plan, as amended, is on file in the office of the City Clerk of Key Colony Beach, Florida.
- Section 2.** The City Clerk is hereby directed to transmit the amendments of the current Comprehensive Plan to the State Land Planning Agency, along with copies to the South Florida Regional Planning Council; Florida Department of Environmental Protection; Florida Department of State, Division of Historic Resources; Florida Department of Transportation; South Florida Water Management District; the Monroe County Planning & Environmental Resources Department; and to any other unit of local government which has filed a written request for a copy.
- Section 3.** All ordinances or parts of ordinances in conflict are hereby repealed.
- Section 4.** In the event any section, subsection, sentence, clause, phrase or word or this Ordinance shall be held invalid by a court of competent jurisdiction, then such invalidity shall not affect the remaining portions.
- Section 5.** It is the intention of the City Commission, and it is hereby ordained that the provisions of this Ordinance shall become and made part of the City of Key Colony Beach Code of Ordinances, and the sections of this Ordinance may be renumbered to accomplish such intention.
- Section 6.** The effective date of this plan amendment, if amendment is not timely challenged, shall be 31 days after the State Land Planning Agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the State Land Planning Agency, or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the State Land Planning Agency.

FIRST READING by the City of Key Colony Beach City Commission this ____ day of _____, 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 _____

SECOND READING AND DULY ADOPTED by the City of Key Colony Beach City Commission on this ____ day of _____, 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 ____ day of _____, 2025.

Freddie Foster, Mayor

Silvia Roussin, City Clerk

Approved as to form and legal sufficiency:

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

Amended: _____
Ordinance



Number: _____

CITY OF KEY COLONY BEACH COMPREHENSIVE PLAN

Prepared by:



In conjunction with:

The City of Key Colony Beach
PO Box 510141 - Key Colony Beach, FL 33051-0141



Adopted Date: February 24, 1992

Amended	Ordinance Number
June 9, 2022	2021-468
July 9, 2015	440-2015
February 26, 2009	406-2009
November 24, 2008	404-2008
July 12, 2007	395-2007

Future Land Use	1
Goal 1	1
Objective 1.1 Infrastructure.....	1
Objective 1.2 Natural Resources	1
Objective 1.3 Hurricane Evacuation	2
Objective 1.4 Post Disaster Recovery	2
Objective 1.5 Future Land Use Categories	2
Objective 1.6 Water and Sewer System Land Needs.....	3
Objective 1.7 Keys Area of Critical State Concern.....	4
Figure 1 Future Land Use Map	5
Transportation	6
Goal 1	6
Objective 1.1 Motorized Transportation System	6
Objective 1.2 Land Use Implications.....	6
Objective 1.3 Right-of-way Protection	6
Objective 1.4 Bikeway or Non-motorized Transportation	6
Objective 1.5 Hurricane Evacuation Plan.....	7
Figure 2 Future Transportation Map	8
Housing	9
Goal 1	9
Objective 1.1 New Construction.....	9
Objective 1.2 Low and Moderate Income Housing.....	9
Objective 1.3 Group Homes.....	10
Objective 1.4 Conservation	10
Objective 1.5 Housing Coordination Implementation.....	10
Objective 1.6 Affordable Housing.....	11
Infrastructure	12
Goal 1	12
Objective 1.1 Current Deficiencies and Future Needs; County	12
Objective 1.2 Future Needs; City Drainage	12
Objective 1.3 Level of Service.....	13
Objective 1.4 Water Conservation.....	13
Objective 1.5 County Infrastructure Coordination	15
Objective 1.6 Water Supply Facilities Work Plan	15
Coastal Management	16
Goal 1	16
Objective 1.1 Mangroves; The City's Prime Natural Resource	16
Objective 1.2 Protection of Water Quality in the Bays	16
Objective 1.3 Water Dependent Uses.....	16

Objective 1.4 Beaches and Dunes	17
Objective 1.5 Shoreline Public Access	17
Objective 1.6 Shoreline Setbacks	17
Goal 2	18
Objective 2.1 Coastal High Hazard Area Infrastructure	18
Objective 2.2 Coastal Land Use Intensity.....	18
Objective 2.3 Coastal Storm Areas.....	19
Objective 2.4 Hurricane Evacuation	19
Objective 2.5 Post-Disaster Redevelopment	20
Objective 2.6 Hurricane Damage Avoidance.....	21
Goal 3	21
Objective 3.1 Increasing Communitywide Resiliency	21
Objective 3.2 Reducing Flood Risk in Coastal Areas.....	21
Objective 3.3 Remove Coastal Property from Flood Zone Designations	22
Objective 3.4 Site Development Techniques and Best Practices to Reduce Flood Loss and Claims.....	23
Objective 3.5 Consistency with Florida Building Code and Floodplain Management Regulations.....	24
Objective 3.6 Consistency with Coastal Construction Standards in Chapter 161,Florida Statutes	24
Objective 3.7 FEMA's Community Rating System	24
Conservation	25
Goal 1	25
Objective 1.1 Air Quality.....	25
Objective 1.2 Water Pollution.....	25
Objective 1.3 Vegetation and Soil Resources/Endangered Wading Birds.....	25
Objective 1.4 Wildlife and Marine Resources	26
Objective 1.5 Conservation of Natural Floodplains.....	26
Objective 1.6 Water Supply Resources	26
Objective 1.7 Water Conservation.....	26
Recreation and Open Space	28
Goal 1	28
Objective 1.1 Waterfront and Park Access	28
Objective 1.2 Recreation Facilities	28
Objective 1.3 Open Space	28
Objective 1.4 Public-Private Coordination	28
Intergovernmental Coordination	29
Goal 1	29
Objective 1.1 Plan Impact and Implementation Coordination.....	29
Objective 1.2 Level-of-Service Standards Coordination	29
Goal 2	30
Objective 2.1 Resiliency Coordination	30

Capital Improvements	31
Goal 1	31
Objective 1.1 The Annual Capital Improvement Program Process.....	31
Objective 1.2 Level of Service and Concurrency.....	32
Objective 1.3 Infrastructure in Coastal High Hazard Area.....	32
Objective 1.4 Concurrency.....	32
Objective 1.5 Funding Capital Improvements.....	33
Implementation	34
Five Year Capital Improvements Schedule.....	35
Property Rights	37
Goal 1	37
Objective 1.1 Recognition of Private Property Rights	37
Monitoring, Updating and Evaluation Procedures.....	38

FUTURE LAND USE

GOAL 1 **Protect and enhance the residential, commercial, resort and natural resource areas of Key Colony Beach.**

Objective 1.1 Infrastructure

The City shall ~~achieve~~provide 100 percent public water and sewer service to any new development, and continue to achieve on-site stormwater run-off detention, soil erosion control and floodplain (topography) protection via the most current Land Development Regulations provisions.

Policy 1.1.1 As new development occurs the City, will continue to use the development regulations to require a ~~tie-in~~connection to the sanitary sewer and public water systems.

Policy 1.1.2 The City shall continue to ~~use~~apply the updated flood plain and coastal construction provisions from the City's Land Development Regulations to ensure new development at topographic elevations sufficient to minimize flood impact.

Policy 1.1.3 The City shall review all current development codes to determine any needed refinements relative to on-site drainage, erosion control, open-space, traffic flow and parking lot design standards. This shall include the drainage level of service standard and canal bank reconstruction standards, i.e. to ensure mangrove retention and no new seawalls without proper State and Federal permits.

Policy 1.1.4 The City shall use the development regulations which reflect a concurrency management system, to ensure that no development permit shall be issued unless the public facilities necessitated by the project (in order to meet level of service standards specified in the Transportation, and Infrastructure policies) will be in place concurrent with the impacts of the development or the permit is conditional to assure that they will be in place.

Objective 1.2 Natural Resources

The City shall review and revise the development code as necessary to ensure no loss of waterfront natural resources and environmentally sensitive land as new development occurs, particularly mangroves; supplement with regular County or Department of Environmental Protection testing of bay water quality for greater measurability.

Policy 1.2.1 The City shall review and if necessary revise the appropriate land development regulations to ~~achieve provisions that~~ fully preserve the existing natural waterfront, particularly mangroves, beach vegetation, wetlands and significant bottomlands via setbacks, site plan review criteria, landscape requirements and dock or canal bank standards that can be used as development applications are reviewed.

Policy 1.2.2 The City shall supplement this code and development review process with a program to improve bay water quality by eliminating the 7 storm drain outfalls to facilitate bay flushing.

Objective 1.3 Hurricane Evacuation

The City shall grant no land use plan amendments that would increase land use density and intensity, ~~in order~~ to ensure that the projected “buildout” hurricane evacuation traffic entering on U.S. 1 will not increase.

Policy 1.3.1 The eCity shall deny any plan amendments and rezoning requests that would increase population densities on the island in order to avoid further burdens on the hurricane evacuation plan. Vacant parcels will be developed at densities and intensities consistent with the Future Land Use Map and pre-1990 plats.

Objective 1.4 Post Disaster Recovery

The City shall participate ~~with in~~ post-disaster ~~institutions~~ planning procedures to guide City actions following a natural disaster.

Policy 1.4.1 The Post Disaster Plan will be maintained by the City Emergency Manager to work with local, state and federal emergency officials, assess damage, review emergency actions, prepare a redevelopment plan, and recommend needed changes to the Strategic Plan and to this Comprehensive Plan.

Policy 1.4.2 The Post Disaster Plan will maintain guidelines for determining priorities for the acquisition of storm-damaged property in hazard-prone areas.

Policy 1.4.3 The Post Disaster Plan will establish principles for repairing, replacing, modifying, or relocating public facilities in hazard-prone areas.

Policy 1.4.4 The City shall act in accordance with its Emergency Management Plan by complying with these policies, and will contain step-by-step details for post-disaster recovery operations.

Objective 1.5 Future Land Use Categories

The City of Key Colony Beach shall continue to ensure that all new development is consistent with the Future Land Use Element.

Policy 1.5.1 The following Future Land Use Plan densities, ~~intensities and approaches~~ shall be established for the purpose of managing future growth. These land use policies shall govern even if it delays a development project application until the necessary implementing zoning is enacted.

- Single-Family Residential: Up to 7.5 units per acre.
- Two-Family Residential: Up to 8 units per acre.

- Multifamily Residential: Up to 8 units per acre.
- Commercial: Normal range of office and community retail uses at an intensity whereby at least 20 percent of the lot is pervious and the maximum allowable floor area ratio of three (3 FAR) .
- Resort: Hotels, restaurants, beach clubs and dwelling units that have ocean frontage. Development code design standards shall include a 3 story height limit, a prohibition against view obstructions of the ocean in the side yard setbacks and a 100 foot minimum setback from the mean high water level. The intensity shall be at least 20 percent of the lot in pervious cover and a maximum allowable floor area ratio of three (3 FAR) .
- Public Buildings and Grounds: Municipal, State and Federal uses. The intensity shall be at least 20 percent of the lot in pervious cover and a maximum allowable floor area ratio of two (2 FAR).
- Conservation: Significant wetlands.
- Recreational: Public park and golf course uses.

Policy 1.5.2 ~~By 2023~~ On an annual basis, the City shall review, and if necessary revise the Land Development Regulations relative to subdivision control, sign controls, landscaping, ~~vulnerability analysis~~ and floodplain protection to assure their compatibility with the intent of this plan; ~~the only known incompatibilities are the need to tighten landscaping regulations relative to native plants and irrigation, and to reflect the latest FEMA floodplain standards. The City shall monitor and enforce the Land Development Regulations relative to subdivision control, sign controls, landscaping and floodplain protection to assure their compatibility with the intent of this plan; continue to assess the landscaping regulations relative to native plants and irrigation and the FEMA floodplain standards.~~

Policy 1.5.3 ~~Current development regulations~~ The City shall consider further revisions to its regulations that include special buffer requirements for all new resort and commercial development that abuts residential districts.

Objective 1.6 Water and Sewer System Land Needs

~~By 2023, t~~ The City shall review the development regulations, on an annual basis, to ensure adequate provision for water and sewer system land requirements.

Policy 1.6.1 The City shall continue to monitor the zoning provisions to assure adequate provisions for sewer lift stations and other utility land requirements.

Objective 1.7 Keys Area of Critical State Concern

The City's Comprehensive Plan and Land Development Regulations shall be consistent with the Florida Keys Protection Act; 380.0552 FS.

Policy 1.7.1 The elements of the City's Comprehensive Plan shall contain pertinent policies furthering all principles for guiding development in the Florida Keys and specifically in Key Colony Beach (Section 380.0522(7)a-~~nn~~, FS).

Future Land Use Map

Figure 1 shows the Future Land Use pattern. There are no existing or proposed industrial, agricultural or educational uses. There are no historic properties, waterwells, estuaries, rivers, harbors, minerals of commercial value or soils other than urban fill. Figure 1 also shows the ocean bays, this map is adopted as part of the Future Land Use map series.

Figure 1:

Future Land Use Map, 2012-2045

LAND USE COLOR CODE

- SINGLE-FAMILY RESIDENCE
- TWO-FAMILY RESIDENCE
- MULTI-FAMILY RESIDENCE
- COMMERCIAL
- RESORT
- RECREATIONAL
- OTHER PUBLIC
- CONSERVATION

CITY OF KEY COLONY BEACH

TRANSPORTATION

GOAL 1 To maintain a transportation system that meets the circulation needs of Key Colony Beach in a safe and efficient manner but does not adversely impact residential streets.

Objective 1.1 Motorized Transportation System

Maintain the existing efficient and convenient street system as shown in Figure 2 with no changes to its basic configuration but improve safety where necessary.

Policy 1.1.1 Maintain at least the following peak hour Level of Service standards:

- Arterials and collectors – “C”

Policy 1.1.2 Continue to use the development plan review process to control roadway access points, on-site traffic flow and on-site parking, including requiring bike racks under certain conditions.

Policy 1.1.3 The City shall coordinate transportation planning with the County and State to assure that Sadowski Causeway remains two lanes, and has a structurally sound bridge.

Objective 1.2 Land Use Plan Implications

Achieve coordination between this element and the Future Land Use Plan by approving no land use plan or zoning amendments that increase the permitted density/intensity of use.

Policy 1.2.1 By not approving land use density/intensity increases, the City will assure adequacy of its existing roadway system.

Objective 1.3 Right-of-way Protection

The City shall continue to review the development regulations to ensure the ability to protect existing and future street rights-of-way from new development that would increase the cost of street improvements. (Ordinance No. 382 Amended Code about City costs to protect right of way.)

Policy 1.3.1 Use the development review process to protect existing (rights-of-way through setback requirements.

Objective 1.4 Bikeway or Non-motorized Transportation

Achieve preservation of the existing path system, thereby providing safe, convenient non-motorized circulation.

Policy 1.4.1 Maintain the existing path system on the Sadowski Causeway and Ocean Drive.

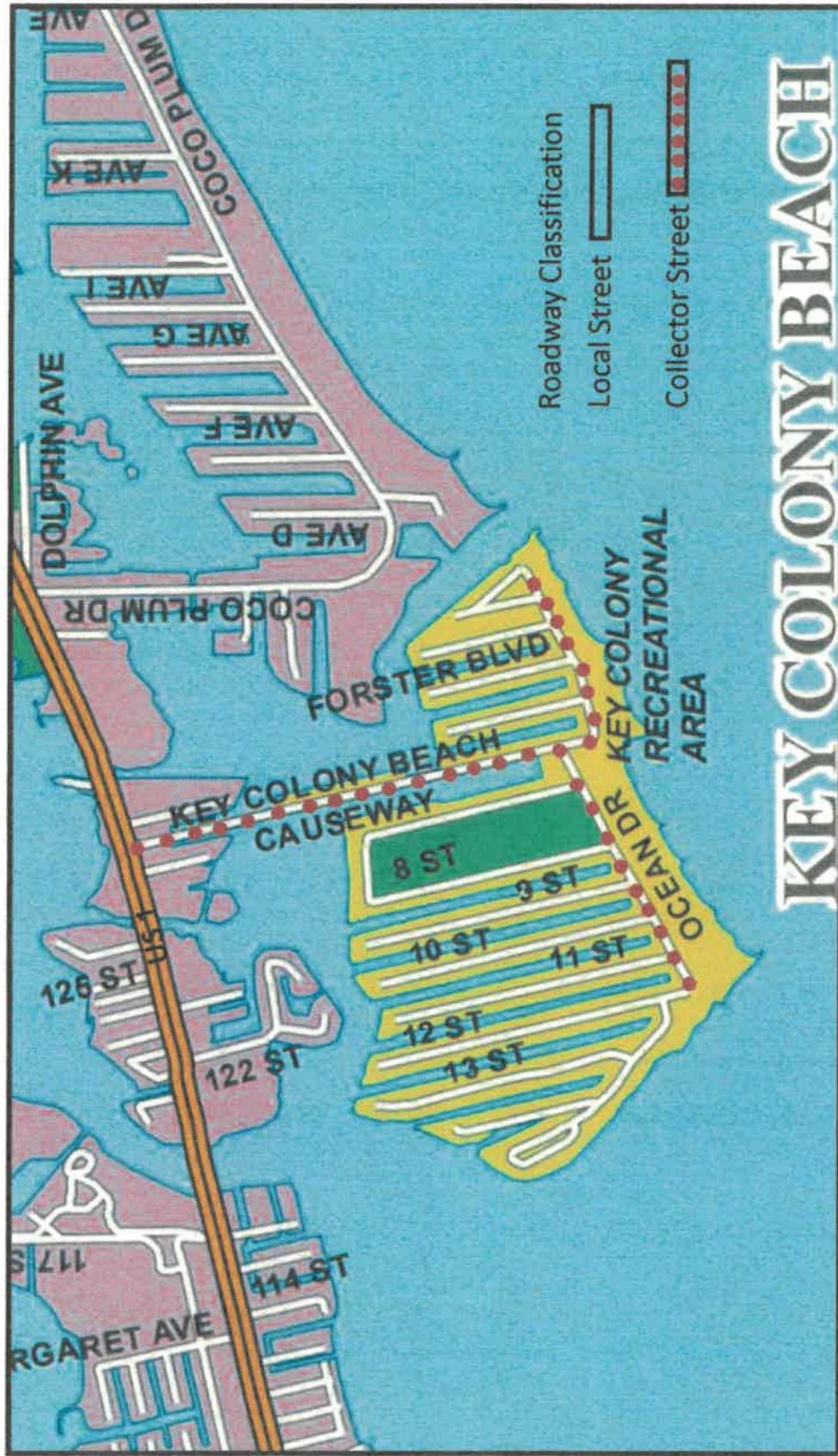
Objective 1.5 Hurricane Evacuation Plan

Upon adoption of the Plan, the City shall adopt a Hurricane Evacuation Plan, and coordinate with the Monroe County Emergency Management Department to maintain or reduce hurricane evacuation times.

Policy 1.5.1 The City shall periodically update the its Emergency Evacuation Assistance Program to provide notice and transportation to citizens who require evacuation assistance.

Policy 1.5.2 Continue to review annually hurricane evacuation plans for the City as presented in the Monroe County Comprehensive Plan and notify residents of any changes.

Figure 2: Future Transportation Map_2045



HOUSING

GOAL 1 To enhance the availability of sound and affordable housing stock for all residents of Key Colony Beach.

Objective 1.1 New Construction

The City shall encourage the private sector to provide additional units that are diversified in terms of design and affordability.

Policy 1.1.1 The City shall continue to provide the framework for a housing program that encourages the creation and preservation of affordable housing for all current and anticipated future residents of the City.

Policy 1.1.2 The City shall continue to have a full-time Building Official thereby assuring a prompt and professional development permitting process.

Policy 1.1.3 The Building Official, Planning and Zoning Committee and City Commission shall continue to use the Land Development Regulations of the City code to assure exterior architectural design of new construction that is compatible with the neighborhood.

Policy 1.1.4 Lowest [habitable](#) floor elevations shall be above 100-year storm elevations.

Objective 1.2 Low and Moderate Income Housing

The City shall continue to provide for ~~and promote~~ low and moderate income housing ~~by amending its code to permit manufactured housing~~.

Policy 1.2.1 Through the comprehensive planning process and the Land Development Regulations, a streamlined permitting process will be established, providing for efficient review with minimal delays and costs for affordable housing.

Policy 1.2.2 Continue to utilize the zoning map and non-conforming lot policy to provide vacant land for relatively high density duplex and multifamily housing that is adequately served by public water and sewers.

Policy 1.2.3 Any developer constructing a new project that creates 25 **percent** or more permanent jobs shall be required to provide housing within the City (or in Marathon) no later than 6 months after the new project receives its certificate of occupancy; said housing shall accommodate at least 25 percent of the permanent employees and shall cost no more than one-third of the household income of those employees whose income is less than 120 of the median for Monroe County as determined by the Florida Statistical Abstract. This shall also include City initiatives to help the developer secure any available Federal, State or County subsidies, including Section 8 rental subsidy certificates.

- Policy 1.2.4 The City shall explore available programs in Monroe County and through the Florida Department of ~~Economic Opportunity~~ Commerce and other state agencies to mitigate the affordable housing shortage.

Objective 1.3 Group Homes

The City shall enforce the Land Development Regulations which continue to provide the ability to accommodate group homes and foster care facilities in residential districts through zoning policies.

- Policy 1.3.1 The City's development regulations shall continue to permit group homes and foster care facilities through zoning policy; the provisions shall reflect State Law, i.e. 6 or less clients in single-family district units which must be at least 1,000 feet apart and 14 or less clients in multifamily district units at least 1,200 feet apart.

Objective 1.4 Conservation

The City shall continue to enforce the Buildings chapter of the City code to maintain a structurally sound housing stock; measurability shall be no substandard units.

- Policy 1.4.1 The City shall promote maintenance of the existing housing stock by continued code enforcement, required demolition of deteriorated structures that are beyond repair (using the Standard Unsafe Building Code), and providing guidance in obtaining rehabilitation assistance for qualified residents.
- Policy 1.4.2 The City Building Department shall identify substandard housing units, as defined by Florida Statutes, and shall contact owners of substandard units in order to communicate necessary corrective actions and inform owners of available federal, state and local housing assistance programs.

Objective 1.5 Housing Coordination and Implementation

The City Commission shall serve as the body to coordinate and achieve housing policy implementation; measurability is dependent upon the private sector.

- Policy 1.5.1 The City Commission shall maintain formal communications (mailing list) with appropriate private and non-profit housing agencies to assure that adequate information on City housing policies flows to housing providers.
- Policy 1.5.2 The City shall continue working with the County and its Affordable Housing Task Force and the South Florida Regional Planning Council on a Countywide Affordable Housing Strategy and Plan via intergovernmental coordination.
- Policy 1.5.3 The City shall appoint a contact person to work with Monroe County, Monroe County's SHIP Program and the Middle Keys Community Land Trust to identify parcels on which affordable housing can be constructed within or near the City.

Objective 1.6 Affordable Housing

The City shall continue to eliminate substandard housing and blighted areas, and shall continue to improve structural and aesthetic housing conditions.

- Policy 1.6.1. The City shall develop an affordable housing strategic plan, or participate in a Regional Strategic Plan that includes specific indicators and benchmarks for measuring success in achieving affordable housing.
- Policy 1.6.2 The City shall seek the use of federal, state, and county housing financial support programs as a means of providing housing opportunities for very low, low and moderate income persons and families, where appropriate.
- Policy 1.6.3 The City shall commit to Countywide and municipal efforts to identify and promote infill sites appropriate for affordable housing.

INFRASTRUCTURE

GOAL 1 To provide and maintain the public infrastructure in a manner that will ensure public health, safety and quality of life for Key Colony Beach.

Objective 1.1 Current Deficiencies and Future Needs; County

The City shall continue its program of curbside separation of solid waste and in other ways cooperate with the County in its projected infrastructure deficiencies.

Policy 1.1.1 City officials shall work with the County to help achieve its goal of recycling 30 percent of all solid waste, by initiating curbside separation (assuming the County initiates its part of the program) thereby assisting its landfill capacity problem.

Policy 1.1.2 In accordance with Section 163.3180(2) (a), F.S., the City shall determine whether there will be adequate water supplies to serve the new development prior to approval of a building permit or its functional equivalent. This determination will be based on water capacity availability from the Florida Keys Aqueduct Authority (FKAA). All development is subject to the City's Concurrency Management system. The City shall track current water demand and outstanding commitments in order to determine the availability of an adequate water supply for proposed developments. The City will also ensure that adequate water supplies and facilities are available and in place prior to issuing a certificate of occupancy or its functional equivalent.

Policy 1.1.3 The City shall continue to enforce its code provisions that, a) require proof of water availability at time of building permit, b) ~~building code~~ water conservation plumbing ~~devised and fixtures~~ and c) emergency water conservation (when necessary) in order to assist the County during its potential water capacity deficiency period.

Objective 1.2 Future Needs; City Drainage

Contingent upon available funding, by ~~2045-2025~~, the City shall eliminate the 7 remaining direct storm drain outfalls into the canals.

Policy 1.2.1 Based on the cost projections set forth in the stormwater management plan, the City shall amend the Capital Improvements Schedule to provide any additional funding as necessary to eliminate the ~~73~~ stormwater outfalls and provide an alternative disposal method by ~~2045~~~~2025~~ that eliminates untreated stormwater discharge to surface waters.

Policy 1.2.2 The City shall consider the recommendations of the Vulnerability Assessment and Watershed Management Plans completed in 2024 to determine additional stormwater management and flooding improvement needs to develop future capital improvements projects to address increasing flooding impacts.

Objective 1.3 Level of Service

The City shall provide an adequate level of service during the planning period; see below policies for measurable standards.

- Policy 1.3.1 Sanitary Sewer: The City sanitary sewer collection and treatment system shall accommodate an average daily flow of at least 115 gallons per household per day, recognizing that the peak winter season population is twice the permanent or summer population.
- Policy 1.3.2 Solid Waste: The County collection and disposal system shall be able to accommodate 6 pounds per person per day and accommodate projected landfill needs.
- Policy 1.3.3 Drainage: All new development shall detain on-site, the first 1.5 inches of runoff (except $\frac{3}{4}$ inch if vegetated swales are used) from a 3 day storm that statistically occurs once in 25 years. Existing non-structural systems (swales) shall accommodate the first 1 inch. ~~All ground floor elevations shall be above 100-year storm elevations.~~
- Policy 1.3.4 Potable Water: The FKAA water distribution system shall provide 127.08 gallons per person per day average and (158.86 peak day). See also Intergovernmental Policy 1.2.1.

Objective 1.4 Water Conservation

Recognizing that the City is located in an area that the South Florida Water Management District (SFWMD) identifies as a “priority water resource caution area”, the City shall strive to lower its per capita usage of potable water below 127 gallons per capita per day (gpcpd) and will continue to work together with the FKAA and the SFWMD to reduce demand within the City for potable water.

- Policy 1.4.1 The City shall strive to reduce its level of service (LOS) standards for potable water from 127.08 to 117.22 gpcpd by the year 2026 .

Targeted LOS Standards 2022-2026	
Year	Gallons per Capita per Day
2022	127.08
2026	117.22

- Policy 1.4.2 The City will promote water conservation through the enforcement of the ~~adopted~~ Florida Building Code which requires such items as low-volume commodes, water flow restrictions for showers and spigots and similar devices in all new construction and renovations, and will comply with the ~~appropriate water management district~~ South Florida Water Management District water use restrictions.
- Policy 1.4.3 The City shall inform residents and businesses of, and shall encourage their participation in, the County's water conservation programs. These informational and educational programs shall include the following types of efforts:
- a. brochures and signage to be made available at City Hall;
 - b. pursuing funding through SFWMD Community Education Grant and cooperative funding programs for educational efforts such as demonstration gardens and prototype landscaping on public properties; and,
 - c. inviting speakers for forums or workshops at City Hall.
- Policy 1.4.4 The City shall adopt an Ordinance by 2026 which requires the use of water-efficient landscaping in all new development and redevelopment, and require functioning rain-sensor devices on all automatic irrigation systems on both new and existing systems. Other provisions shall include: ~~The amended City code shall specify that,~~ 1) at least 50 percent of all required landscaping shall use native (or similar) or Florida friendly plant materials to reduce water consumption, 2) the list in the code shall be based upon the County Comprehensive Plan or FDOT list of plant materials not more than 25 percent of any lot shall be placed in lawn grass requiring irrigation, and 3) the landscaping section shall include an irrigation section mandating zones, etc.
- Policy 1.4.5 The City will continue to cooperate with the FKAA and the SFWMD in its efforts to restrict the unnecessary consumption of potable water, particularly as it relates to irrigation, lawn watering, and car washing during periods of drought, supply reduction, and other emergencies.
- Policy 1.4.6 The City will continue to cooperate with the SFWMD's ~~lawn and landscape irrigation rule,~~ Year Round Irrigation Conservation Measure which limits irrigation to two days per week (based on address) between the hours of 12 a.m. to 10 a.m. AND/OR 4 p.m. to 11:59 p.m. with some exceptions, as may be revised. The City will implement these standards ~~by adopting its through its~~ own local ordinance (Ord. 2021-465).
- Policy 1.4.7 The City shall coordinate local water conservation education efforts with the SFWMD, the FKAA, and the Monroe County School Board.
- Policy 1.4.8 The City will encourage the use of low impact development techniques (such as the Florida Water StarSM program, which is a point based, new home certification

program for water-efficient developments, similar to the federal Energy Star program).

- Policy 1.4.9 The City shall develop a leak detection and repair program for all City facilities by the end of ~~2030~~2023. It shall also encourage its citizens to adopt such a program for their own individual properties.

Objective 1.5 County Infrastructure Coordination

The City will strive to have a city resident or business person appointed to the Florida Keys Aqueduct Authority Board.

- Policy 1.5.1 If such an appointments can be achieved, the board members could directly address the capacity problems facing the City and County.

Objective 1.6 Water Supply Facilities Work Plan

The City shall adopt a Water Supply Facilities Work Plan Update in support of the SFWMD's Lower East Coast Water Supply Plan Update and the FKAA 20-Year Water System Capital Improvements Master Plan.

- Policy 1.6.1 The City hereby adopts by reference the Water Supply Facilities Work Plan (Work Plan) for the FKAA, dated 2022, for a planning period of not less than 10 years. The Work Plan addresses issues that pertain to water supply Facilities and requirements needed to serve current and future development within the City's water service area. The City shall review and update the Work Plan at least every 5 years, within 18 months after the Governing Board of the water management district approves an updated regional water supply plan. Any changes affecting the Work Plan shall be included in the annual Capital Improvements Plan update to ensure consistency between the Potable Water Sub-Element and the Capital Improvements Element.
- Policy 1.6.2 The adopted Work Plan shall be updated within 18 months following the approval of a Regional Water Supply Plan or its update.

COASTAL MANAGEMENT

Goal 1 **To conserve, manage and use the environmental and man-made uses in the coastal area of Key Colony Beach.**

Objective 1.1 Mangroves; The City's Prime Natural Resource

The City shall strive to prevent loss of mangroves bordering its bays and canals. .

Policy 1.1.1 The City shall enforce land development provisions that require protection of mangroves as docks or other development occurs, including T-docks constructed over the mangroves; assure conformance with DEP requirements.

Policy 1.1.2 The City shall preserve the City-owned mangroves along the Causeway public right-of-way and in the conservation area at the end of 13th Street.

Objective 1.2 Protection of Water Quality in the Bays

The City shall achieve a net improvement in the environmental quality of Shelter and Bonefish Bays using the DEP water samples as a benchmark.

Policy 1.2.1 Based on the cost projections set forth in the stormwater management plan, the City shall amend the Capital Improvements Schedule to provide any additional funding as necessary to eliminate the remaining stormwater outfalls by 2025 and provide an alternative disposal method that eliminates untreated stormwater discharge to surface waters.

Policy 1.2.2 The City shall amend its seawall code provisions to require that substandard seawall replacement must meet the requirements of the State DEP and U.S. Corps of Engineers.

Objective 1.3 Water Dependent Uses

Achieve development code priority for well designed water-dependent and water-related uses in the Resort district and thereby also assure continuation of this economic base.

Policy 1.3.1 The revised zoning provisions of the code shall give priority to water-related uses (by special exception techniques) in the Resort District and similar incentives for water-dependent and water-related uses in any Commercial property with a waterfront location. Uses receiving priority shall include hotels, restaurants, beach clubs, marinas and boat service uses.

- No new docking facility shall be located in water of less than 4 feet below mean low water or directly over any grass bed (excluding grass beds in man-made canals), reef, or patch reef except for a main access walkway necessary

to reach vessels docked in waters of said depth; the purpose is to allow for a minimum clearance of one foot between the deepest draft and the bottom.

- When applying for docking facilities, applicants shall be encouraged to use coordinated permit review procedures.
- Marinas (new or expanded) shall provide sewage pump-out facilities, fuel spill plans, a water quality monitoring program, a manatee protection plan and a hurricane contingency plan. The special exception review process shall assess public availability and need.

Objective 1.4 Beaches and Dunes

Achieve development code regulations that protect the existing beaches from adverse construction impacts, require dune nourishment and continue ocean-front construction setback lines.

Policy 1.4.1 The development regulations shall retain the 100 foot minimum ocean-front setback requirement from the mean high water line.

Policy 1.4.2 The development regulations shall be amended to require dune vegetation planting in conjunction with any beach-front construction or development.

Objective 1.5 Shoreline Public Access

Preserve the existing public shoreline access points for the residents.

Policy 1.5.1 The City shall preserve public viewing or scenic access to Vaca Cut and the Ocean at the 13th Street conservation area, to Shelter and Bonefish Bays via the Sadowski Causeway and the canal behind City Hall.

Objective 1.6 Shoreline Setbacks

New principal structures shall be set back a minimum as follows:

- a. *Along the ocean, 100' from Mean High Water (MHW);*
- b. *Along Vaca Cut, 50' from MHW;*
- c. *Along manmade canals, twenty (20) feet from the MHW line.*

Policy 1.6.1 New, permittable accessory structures within the shoreline setback other than docks, utility pilings, seawalls, retaining walls, riprap, walkways, and water observation platforms must maintain:

- a. A minimum of 20' as measured from the mean high water (MHW) line on Vaca Cut, 100' from MHW on the Ocean and 10' from MHW on canals, except dockside shelters maximum set back 3 feet from rear property line. No

development shall occur between the MHW line and the 20' setback line on Vaca Cut and the 100' setback line on the Ocean.

- b. In no event shall the total, combined area of accessory structures within the shoreline setback occupy more than thirty (30) percent within the principal use shoreline setback on Vaca Cut and sixty (60) percent within the principal use shoreline setback on manmade canals.

Policy 1.6.2 Redevelopment which is the result of a natural disaster may be reconstructed in the original footprint provided the lot can comply with the stormwater standards in the plan. In the event of a natural disaster, structures that are nonconforming as to density or as to height may rebuild provided that the number of units are not increased. Voluntary redevelopment which constitutes a "substantial improvement" must comply with the new setback standards.

Policy 1.6.3 Pollutant sources may not discharge directly into surface waters. Where no runoff control structures are present, berms and vegetation shall be used to control runoff. Native vegetation shall not be removed to install berms or runoff control structures.

Goal 2 To minimize human and property loss due to hurricanes.

Objective 2.1 Coastal High-Hazard Area Infrastructure

There shall be no City expenditures for infrastructure in the City (coastal high-hazard area) that would subsidize development.

Policy 2.1.1 The City's capital improvement schedule shall not include 1) any additional infrastructure in the V zone as shown on the most current Floodplain Map or 2) infrastructure elsewhere in the City that would prompt Land use Plan or zoning map amendments to achieve more intensive development.

Policy 2.1.2 The limitations under policy 2.1.1 does not preclude the City's continuing program of sewer line rehabilitation or the Florida Keys Aqueduct Authority's distribution line replacement elsewhere on the island in order to provide adequate future infrastructure to serve the Future Land Use Plan development pattern.

Objective 2.2 Coastal Land Use Intensity

The City shall not grant any land use plan or zoning amendments that would increase land use density or intensity on the island in order to direct development away from the coastal high-hazard area.

Policy 2.2.1 The City shall not approve any land use plan/zoning density or intensity increases over and above what is permitted by the Future Land Use map.

Policy 2.2.2 Lowest [habitable](#) floor elevations shall be above 100-year storm elevations.

Objective 2.3: Coastal Storm Areas

In the Coastal Storm Area and areas inundated by a Category 2 hurricane as depicted by the SLOSH model, the City shall make all efforts to reduce or eliminate the exposure of human life and property to natural hazards.

Policy 2.3.1 As updates are made to the City's comprehensive plan, flood policy will be dispersed throughout its plan elements as appropriate.

Policy 2.3.2 The City shall continue flood inspections which are used to prioritize various drainage projects being designed for construction improvements.

Policy 2.3.3 The City shall encourage the design and construction of Capital Improvement Projects that require the use of proven methods in the design of drainage systems that will provide flood protection, add water quality improvements to the system, and to reduce pollution found in stormwater runoff.

Policy 2.3.4 The City shall continue to consider, whenever feasible, purchasing properties in areas most vulnerable to destructive storm surges for recreation uses and open space

Policy 2.3.5 If feasible, no public buildings shall be constructed within the 100-year flood zone with the exception of minor structures including public restrooms and picnic shelters which are customarily provided to support recreation and open space activities, and pedestrian access facilities.

Objective ~~2.3~~2.4 Hurricane Evacuation

In the event of a pending major hurricane (Category 3-5) the City of Key Colony Beach shall implement the following staged/phased evacuation procedures to achieve and maintain an overall 24-hour hurricane evacuation clearance time for the resident population.

1. Approximately 48 hours in advance of tropical storm winds, a mandatory evacuation of non-residents, visitors, recreational vehicles (RVs), travel trailers, live-aboards (transient and non-transient), and military personnel from the Keys shall be initiated. State parks and campgrounds should be closed at this time or sooner and entry into the Florida Keys by non-residents should be strictly limited.
2. Approximately 36 hours in advance of tropical storm winds a mandatory evacuation of mobile home residents, special needs residents, and hospital and nursing home patients from the Keys shall be initiated.
3. Approximately 30 hours in advance of tropical storm winds, a mandatory phased evacuation of permanent residents, by evacuation zone (described below) shall be initiated. Existing evacuation zones are as follows:

Zone 1-Key West, Stock Island, and Key Haven to Boca Chica Channel Bridge (MM 1-6) Zone 2-Boca Chica Channel Bridge to west end of 7-mile Bridge (MM 6-40)

Zone 3-West end of 7-mile Bridge to west end of Long ~~Beach~~ Key Bridge (MM 40-63)

Zone 4-West end of Long Key Bridge to CR905 and CR905A intersection (MM 63-106.5)

Zone 5-CR905A to and including Ocean Reef (MM 106.5-126.5)

The actual sequence of the evacuation by zones will vary depending on the individual storm. The concepts embodied in this staged evacuation procedure should be embodied in the appropriate city and county operational management plans.

Policy ~~2.3.1~~2.4.1 The City shall continue to cooperate (by permitting, traffic control, etc.) with the County in order to avoid possible hurricane damage to the Causeway facilities thereby inhibiting evacuation.

Policy ~~2.3.2~~2.4.2 The City will continue its annual public information program whereby residents are informed of hurricane preparedness measures.

Policy ~~2.3.3~~2.4.3 The City shall request all residents and visitors to start evacuations immediately once an evacuation order has been given.

Objective ~~2.4.2~~2.5 Post-Disaster Redevelopment

Continue to refine the City's post-disaster redevelopment plan to reduce exposure to natural hazards.

Policy ~~2.4.1~~2.5.1 The City's disaster assessment, clean-up and repair plan shall be reviewed and amended annually to achieve conformance with the County's plan. Special attention shall be devoted to the Building Inspector's permitting process to distinguish between minor and major repairs, require demolition or nuisance removal, etc.

Objective ~~2.5~~ Level of Service

~~Maintain Level of Service Standards (through the concurrency management system) commensurate with what is specified in each element, including phased sewage system improvements and County agreements.~~

~~Policy 2.5.1 Achieve the level of service standards as contained in the Transportation and Infrastructure Elements relative to roadways, sewage, water and stormwater runoff,~~

~~through the concurrency management system. Implementation of this will require City sewer system improvements and County service agreements.~~

Objective 2.6 Hurricane Damage Avoidance

The City shall retain its controls on coastal construction and floodplain construction, and add dune nourishment provisions in order to reduce storm hazards.

Policy 2.6.1 Using the Monroe County Peacetime Emergency Plan and the County Comprehensive Plan as background, the City’s Coastal Code, Building Code, floodplain provisions, and proposed dune controls shall be reviewed and revised as necessary to assure provisions that require a 100 foot ocean setback, and vegetated dunes for new beachfront construction, meet the requirements of the State Coastal Zone Protection Act including structural standards, etc.

Note: There are no estuaries or deep water ports within Key Colony Beach or any “resource protection plans” impacting the City.

Goal 3 The City shall enhance efforts to prepare, adapt, mitigate and manage climate change impacts to achieve a resilient community.

Objective 3.1 Increasing communitywide resiliency

Increase adaptability and resiliency to climate change impacts by developing a 2024 Vulnerability Assessment including strategies that address coastal flooding, tidal events, storm surge, flash floods, storm water runoff, saltwater intrusion and other impacts related to or exacerbated by sea level rise, changing precipitation patterns, temperature increases, and other climate change factors.

Policy 3.1.1 The City shall complete a 2024 Vulnerability Assessment compliant with Section 380.093(3), F.S. related to sea level rise, tidal flooding, storm surge, and to the extent practicable, rainfall and compound flooding. Sea level rise projections shall include the 2017 National Oceanic and Atmospheric Administration (NOAA) Intermediate Low and High scenarios. The City shall revisit the sea level rise projections if new data, agency or policy changes necessitate it. The City shall consider additional policy development based on the outcomes of the 2024 Vulnerability Assessment within one (1) year of its completion.

Policy 3.1.2 The City shall seek funding for adaptation projects and partnerships with other local governments related to the adaptation of critical infrastructure prioritized in its Vulnerability Assessment and the County’s Vulnerability Assessment.

Objective 3.2 Reducing flood risk in coastal areas

Include development and redevelopment principles, strategies, and engineering

solutions into development and infrastructure decisions that reduce the flood risk in coastal areas which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise.

- Policy 3.2.1 The 2024 Vulnerability Assessment shall be a resource upon which to base new principles, strategies, and engineering solutions to reduce future flood risk of existing and future development including for the design of new infrastructure projects.
- Policy 3.2.2 Analyze and determine whether to build, modify, adapt or relocate public infrastructure to allow for adaptation, strategic managed retreat or relocation from areas at risk to sea level rise.
- Policy 3.2.3 The City shall regularly assess and plan for public infrastructure, facilities and utilities as required by the Capital Improvements Element, including the impacts of potential intensifying floods and sea level rise, and account for those impacts in engineering design criteria for projects where necessary.
- Policy 3.2.4 Phase projects, including but not limited to, shorelines, backflow prevention devices, in-line check valves and other strategies based on the existing conditions, year of projected impacts and economies of scale to minimize commercial and residential disruption from future flooding.
- Policy 3.2.5 Within one (1) year of completion of the 2024 Vulnerability Assessment, the City shall determine if updated or multiple levels of service are needed for infrastructure other than stormwater management. Consideration of levels of service may include current and future flood inundation and the ability to deliver established levels of service under those conditions.

Objective 3.3 Remove coastal property from flood zone designations

Encourage the use of best practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency.

- Policy 3.3.1 Develop and adopt Land Development Regulations provisions specific to vulnerable areas that include best-practice development that prioritizes the natural environment and habitats, and that includes strategies for protection, accommodation, managed retreat, and avoidance of flooding impacts.
- Policy 3.3.2 Encourage the use of pervious materials for landscaping and driveways.
- Policy 3.3.3 The City will continue to require the use of erosion and sediment control during construction and project development activities.

Policy 3.3.4 Actively seek funding for the implementation of projects and capital improvements in vulnerable areas associated adaptation strategies from sources such Federal and State grants and technical expertise assistance (in-kind); local storm water utility enterprise funds; Capital Improvement Plan prioritization; public/private partnerships; and other sources.

Policy 3.3.5 The floodplain administrator/building official shall review all permit applications to determine whether proposed development sites will be reasonably safe from flooding. If a proposed development site is in a flood hazard area, all site development activities, new construction, and substantial improvements shall be designed and constructed with methods, practices and materials, that minimize flood damage.

Objective 3.4 Site development techniques and best practices to reduce flood loss and claims

Identify site development techniques and best practices that may reduce losses due to flooding and claims made under flood insurance policies issued in this state.

Policy 3.4.1 Develop and update land development techniques and best practices that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency. Such standards may include, but are not limited to, structural and nonstructural techniques such as low impact development and green infrastructure strategies that will enhance water quality treatment while also providing flood mitigation benefits. Best practices include flood mitigation strategies, including design of elements on structures, such as electrical components, and modification of infrastructure (including utilities) and shall consider impacts to adjacent properties, historic properties, and infrastructure projects.

Policy 3.4.2 The City shall continue to support the reduction of flood insurance premiums for City residents through the following actions:

1. Supporting programs and outreach which educate residents on the benefits of flood insurance, and their flood risk associated with high tide events, storm surge, flash floods, stormwater runoff, and the sea level rise;

2. Reviewing, developing, and enhancing standards and programs to mitigate increasing flood;

3. Coordinating with relevant stakeholders to secure access to technical assistance and support for these initiatives;

4. Participating in the Local Mitigation Strategy update process and development of local mitigation project lists.

Policy 3.4.3 All **lowest habitable floor** elevations shall be above 100-year storm elevations and the City shall implement freeboard requirements consistent with or exceeding the Florida Building Code.

Policy 3.4.4 The City shall continue to work with local, state and federal partners to target repetitive loss properties for possible acquisition or mitigation of flood hazard through hard and soft structural, and non-structural adaptation strategies including elevating existing structures.

Policy 3.4.5 Where possible the City will consider the acquisition of severe repetitive loss properties, which have sustained repeated flood losses for use as public open space.

Objective 3.5 Consistency with Florida Building Code and floodplain management regulations

Be consistent with, or more stringent than, the flood-resistant construction requirements in the Florida Building Code and applicable flood plain management regulations set forth in 44 C.F.R. part 60.

Policy 3.5.1 Within two (2) years of completion of the Vulnerability Assessment, the City shall review and update its Floodplain Management and Landscape Code sections incorporating data where appropriate.

Policy 3.5.2 The City's Land Development Regulations shall continue to be consistent with or more stringent than the requirements in the Florida Building Code and applicable floodplain management regulations set forth in 44 C.F.R., Part 60.

Objective 3.6 Consistency with coastal construction standards in Chapter 161, Florida Statutes

Require that any construction activities seaward of the coastal construction control lines established pursuant to s. 161.053 be consistent with Chapter 161.

Policy 3.6.1 Continue to enforce the rules and regulations pertaining to the Department of Environmental Protection "Coastal Construction Control Line" and "Erosion Control Line" programs in the Land Development Regulations.

Policy 3.6.2 Continue established and ongoing programs that regulate coastal construction practices and contribute to the resilience of the built environment.

Objective 3.7 FEMA's Community Rating System

The City shall continue to participate in the National Flood Insurance Program Community Rating System administered by the Federal Emergency Management Agency to achieve flood insurance premium discounts for their residents.

Policy 3.7.1 Link future cycles of Community Rating System scoring with completion of its 2024 Vulnerability Assessment and Watershed Management Plan to incorporate sea level rise projections as outlined by FEMA in the most recent version of the National Flood Insurance Program Community Rating System Coordinator's Manual.

Policy 3.7.2 Coordinate climate, vulnerability, sustainability and resiliency activities with Community Rating System cycles to enhance and maximize community outreach activities and result in reductions in flood risk and insurance premiums for residents and businesses

CONSERVATION

Goal 1 **To preserve and enhance the significant natural features in Key Colony Beach.**

Objective 1.1 Air Quality

The City shall maintain its high air quality.

Policy 1.1.1 The City shall maintain the current permitted land use density-intensity pattern thereby assuring congestion-free roadways.

Objective 1.2 Water Pollution

Through the Land Development Regulations and Capital projects, the City shall reduce City-generated pollution of surrounding marine waters and fisheries; see also Coastal Management Objective 1.2. See policies for measurability.

Policy 1.2.1 Based on the cost projections set forth in the stormwater management plan, the City shall amend the Capital Improvements Schedule to provide any additional funding as necessary to eliminate the ~~73~~ stormwater outfalls.

Policy 1.2.2 As a part of the development review process, the City shall continue to require on-site detention of stormwater runoff.

Policy 1.2.3 The City shall enforce the stormwater management code provisions based upon the County's regulations.

Policy 1.2.4 The City shall review and revise its development code, as necessary, to ensure adequate controls over the disposal of hazardous waste which in the case of Key Colony Beach is almost entirely household products.

Policy 1.2.5 The City shall also assist the County in publicizing its amnesty days and distributing the booklet that explains the County's hazardous waste collection and disposal program.

Objective 1.3 Vegetation and Soil Resources/Endangered Wading Birds

The City shall strive to prevent the loss of the 41,000 lineal feet of mangroves.

Policy 1.3.1 The City shall review all development permit applications in the context of the mangrove protection policies of the City and State DEP.

Policy 1.3.2 Through the Future Land Use map, the City shall assure continuation of the Conservation area at the end of 13th Street.

- Policy 1.3.3 The City shall contact the County Growth Management Divisions' Environmental Office if any adverse impact is observed relative to the seagrass beds in adjacent bay waters.

Objective 1.4 Wildlife and Marine Resources

The City shall strive to prevent the loss of sea turtle eggs and manatees. See also Objective 1.2 and 1.3

- Policy 1.4.1 The City marine patrol, working with County and State marine police, shall enforce boat speed limits in the canals and adjacent waters to protect the manatees.
- Policy 1.4.2 The City's current Land Development Regulations shall include a provision that, during the nesting season, each beachfront property owner will be responsible for the daily patrol of the beach (by a person holding State and Federal permits) to determine nesting sites.

Objective 1.5 Conservation of Natural Floodplains

To prevent impacts to natural floodplains the City shall issue no building permits unless the first floor is above the flood elevations specified in the City's Land Development Regulations and appropriate FEMA rules.

- Policy 1.5.1 The City shall review (and revise as necessary) its floodplain code to ensure that new construction meets the appropriate FEMA floodplain map requirements.

Objective 1.6 Water Supply Resources

The City shall strive to reduce water consumption over time and appropriately manage water during water shortages.

- Policy 1.6.1 In the event of water shortage, the City shall ~~utilize the emergency water conservation article already adopted in the City code. This article will be amended as required by changes to the SFWMD model ordinance on which it was based~~ manage water use consistent with the requirements of the SFWMD.

Objective 1.7 Water Conservation

Recognizing that the City is located in an area that the SFWMD identifies as a "priority water resource caution area", the City shall strive to lower its per capita usage of potable water and will continue to work together with the FKAA and the SFWMD to reduce demand within the City for potable water.

- Policy 1.7.1: The City will promote water conservation through the enforcement of the adopted Florida Building Code which requires such items as low-volume commodes, water flow restrictions for showers and spigots and similar devices in all new construction and renovations, and will comply with the appropriate water management district water use restrictions.

- Policy 1.7.2 The City shall inform residents and businesses of, and shall encourage their participation in, the County's water conservation programs. These informational and educational programs shall include the following types of efforts:
- a. brochures and signage to be made available at City Hall;
 - b. pursuing funding through SFWMD Community Education Grant and cooperative funding programs for educational efforts such as demonstration gardens and prototype landscaping on public properties; and,
 - c. inviting speakers for forums or workshops at City Hall.
- Policy 1.7.3 The City shall adopt an Ordinance by 2026 which requires the use of water-efficient landscaping in all new development and redevelopment, and require functioning rain-sensor devices on all automatic irrigation systems on both new and existing systems. Other provisions shall include ~~The amended City code shall specify that the requirement that~~ at least 50 percent of all required landscaping shall use native (or similar) or Florida Friendly plant materials to reduce water consumption.
- Policy 1.7.4 The City will continue to cooperate with the FKAA and the SFWMD in ~~its~~ their efforts to restrict the unnecessary consumption of potable water, particularly as it relates to irrigation, lawn watering, and car washing during periods of drought, supply reduction, and other emergencies.
- Policy 1.7.5 The City will continue to cooperate with the SFWMD's ~~lawn and landscape irrigation rule,~~ Year Round Irrigation Conservation Measures which limits irrigation to two days per week (based on address) between the hours of 12 a.m. to 10 a.m. AND/OR 4 p.m. to 11:59 p.m. with some exceptions, as may be revised. The City will implement these standards through ~~by adopting~~ its own local ordinance (Ord. No. 2021-465).
- Policy 1.7.6 The City shall coordinate local water conservation education efforts with the SFWMD, the FKAA, and the Monroe County School Board.
- Policy 1.7.7 The City will encourage the use of low impact development techniques (such as the Florida Water StarSM program, which is a point based, new home certification program for water-efficient developments, similar to the federal Energy Star program).
- Policy 1.7.8 The City shall develop a leak detection and repair program for all City facilities by the end of ~~2030~~ 2023. It shall also encourage its citizens to adopt such a program for their own individual properties.

RECREATION AND OPEN SPACE

Goal 1: **The City shall provide a desirable level of public recreation and open space and encourage the provision of private recreation and open space.**

Objective 1.1 Waterfront and Park Access

The City shall strive to preserve the existing 1,800 feet of public frontage along Shelter Bay and Vaca Cut plus full access to the City parks.

Policy 1.1.1 The City shall preserve (by code and Land Use Plan provisions) the Vaca Cut conservation area, the Sadowski Causeway frontage on Shelter Bay and full access to the City park system except for the hours when the public golf course and parks are closed.

Objective 1.2 Recreation Facilities

A system of public recreation facilities meeting the needs of the City's population will be maintained.

Policy 1.2.1 The City shall continue to provide its existing 8 acre playground and adjacent 9 hole golf course.

Policy 1.2.2 Sunset and Eastside Parks have been added to continue to meet the diverse recreational needs of the City's population.

Objective 1.3 Open Space

The City shall preserve the two prime public/private open space tracts and open space tract along the waters.

Policy 1.3.1 The City's development code shall continue to require minimum front, side and rear setbacks for all new construction including 100 foot ocean setbacks (from mean high water) and 50 feet from Vaca Cut.

Policy 1.3.2 The City shall preserve the park adjacent to City Hall and the conservation area at the end of 13th Street.

Objective 1.4 Public-Private Coordination

The City shall ensure the coordination of public and private resources to meet recreational demand by conducting a recreational survey one year after Plan adoption.

Policy 1.4.1 The City shall maintain a recreation committee to determine the extent to which City, private and nearby public facilities are meeting the resident's recreational needs.

INTERGOVERNMENTAL COORDINATION

GOAL 1 **The City shall establish and maintain processes to assure coordination with other governmental entities where necessary to implement this plan.**

Objective 1.1 Plan Impact and Implementation Coordination

The City shall coordinate City plan impact and implementation with Monroe County through the appropriate interlocal agreements.

Policy 1.1.1 The City shall continue to oversee implementation of the existing interlocal agreements (between the City and County) that deal with impact fee collection, and hurricane evacuation and damage. The City shall continue to monitor and implement interlocal agreements covering the allocation of impact fees.

Policy 1.1.2 The City will continue to coordinate with the County on planning and implementing programs to improve the quality of Shelter and Bonefish Bays. (Culvert under US 1)

Policy 1.1.3 The City shall assist the County in providing information to its residents concerning services provided by the County, *e.g.* solid waste and potable water through newspaper articles, Post Office bulletin board notices and web page posts.

Policy 1.1.4 The City shall use the South Florida Regional Planning Council (SFRPC) mediation process should any conflicts arise relative to County coordination. .

Objective 1.2 Level-of-Service Standards Coordination

The City shall ensure level-of-service standards coordination with other governmental entities by continuing formal agreements with County Solid Waste Department and the Florida Keys Aqueduct Authority and by utilizing the County solid waste and water level of service standards.

Policy 1.2.1 The City shall both continue its formal agreements with the Florida Keys Aqueduct Authority and the County relative to water supply and solid waste, and assist the County during its period of facility capacity problems by utilizing water conservation techniques and curbside solid waste separation.

Policy 1.2.2 In accordance with Section 163.3180(2) (a), F.S., the City shall determine whether there will be adequate water supplies to serve the new development prior to approval of a building permit or its functional equivalent. All development is subject to the City's Concurrency Management system. The City shall track current water demand and outstanding commitments in order to determine the availability of an adequate water supply for proposed developments. The City will also ensure that adequate water supplies and facilities are available and in place prior to issuing a certificate of occupancy or its functional equivalent.

Policy 1.2.3 The City will maintain a water supply facilities work plan that is coordinated with SFWMD's Lower East Coast Regional Water Supply Plan and FKAA by updating its own work plan within 18 months of an update to SFWMD's Lower East Coast Regional Water Supply Plan that affects the City.

GOAL 2 The City shall establish and maintain processes to assure coordination with the County and other governmental entities where necessary to address climate and flooding issues.

Objective 2.1 Resiliency Coordination

The City shall maintain and enhance coordination with the County and other entities related to infrastructure planning, resiliency and flooding analysis

Policy 2.1.1 The City shall continue to coordinate with the County and other entities data collection and analysis related to roads planning and flooding.

Policy 2.1.2 The City shall continue to partner with the County and other entities on grant applications and development of funding sources to address City resiliency issues.

Policy 2.1.3 The City shall continue to exchange data and participate in floodplain, emergency management and resiliency initiatives with the County and other entities.

CAPITAL IMPROVEMENTS

GOAL 1 **The City will undertake capital improvements that are necessary to keep its present public facilities in good condition and to accommodate new development, within sound fiscal practices.**

Objective 1.1 The Annual Capital improvement Program Process

The City shall use the framework of this Element to monitor public facility needs as a basis for annual capital budget and program preparation.

Policy 1.1.1 Staff and engineering studies shall form the basis for annual preparation of a five-year capital improvement program schedule, including one year capital budget to further the comprehensive plan elements.

Policy 1.1.2 The City shall include in the capital programming process funds available for ~~sewer line rehabilitation~~ wastewater improvements and street repaving.

Policy 1.1.3 In setting priorities, the following types of criteria shall be used:

- Public safety implications: a project to address a threat to public health or safety will receive first priority.
- Level of service of capacity problems: next in priority would be projects needed to maintain the stated Level of Service.
- Because of the critical area status, environmental improvement projects would be next in priority.
- Quality of life projects: next in priority would be those projects not in the first 3 categories but that would enhance the quality of life which is important to Key Colony Beach and exemplified by public open space and landscaping.
- State/County and redevelopment projects: equal in importance to the quality of life projects are those that support a State or County road improvement or a revitalization project.
- Future flood risk and resiliency strategies developed in the 2024 Vulnerability Assessment and Watershed Management Plans.

Policy 1.1.4 The fiscal policies that reflect the Comprehensive Plan recommendations shall also be used to guide the capital programming process. They can be summarized as providing quality neighborhoods and community amenities with minimal bonding and maximum developer participation.

Objective 1.2 Level of Service and Concurrency

The City shall use the level of service standards in reviewing development applications and preparing the annual schedule of capital improvements.

- Policy 1.2.1 Streets: A peak hour Level of Service Standard “C” Shall be maintained for arterial and collector streets.
- Policy 1.2.2 Sanitary Sewer: The City sanitary sewer collection and treatment system shall accommodate an average daily flow of at least 115 gallons per household per day.
- Policy 1.2.3 Solid Waste: The County collection and disposal system shall be able to accommodate 6 pounds per person per day.
- Policy 1.2.4 Drainage: All new development shall detain on-site, the first 1.5 inches of runoff (except $\frac{3}{4}$ inch if vegetated swales are used) from a 3-day storm that statistically occurs once in 25 years. Existing non-structural systems (swales) shall accommodate the first one inch. ~~All ground floor elevations shall be above 100-year storm elevations.~~
- Policy 1.2.5 Potable Water: The Florida Keys Aqueduct Authority’s water distribution system shall provide 127.08 gallons per person per day average (and 158.86 peak day).

Objective 1.3 Infrastructure in Coastal High Hazard Area

No funds will be spent by the City for sewer main or street extensions (or capacity increases) in order to avoid subsidizing new development in the coastal high hazard area.

- Policy 1.3.1 The City’s five-year capital improvement schedule shall not include road or sewer line projects that serve to increase land use intensity beyond what is now platted or shown on the Land Use Plan.

Objective 1.4 Concurrency

The City shall ensure the provision of public facilities concurrent with development through a current concurrency management system.

- Policy 1.4.1 The Land Development Regulations includes a provision which requires developers to provide facilities concurrent with the impacts of development and in compliance with level of service standards.
- Policy 1.4.2 The City shall continue to implement the sewer line rehabilitation plan to assure adequate facilities commensurate with projected growth.
- Policy 1.4.3 The City of Key Colony Beach recognizes that the FKAA provides their potable water and the necessary water facilities to serve existing and future development with the City’s water service area. The City will support and coordinate with the

FKAA, as necessary, to assist in the implementation of FKAA's Capital Improvements projects for a period of not less than 10 years.

- Policy 1.4.4 The City of Key Colony Beach recognizes that it relies upon the FKAA facilities for the provision of potable water for its residents, businesses and visitors, and as such the continued supply of potable water will be dependent upon all local governments striving to maintain demand for potable water at sustainable levels. As such, the City will:
- a. Continue to maintain relationships with the SFWMD and the FKAA to maintain or reduce potable water consumption thorough education, conservation, and participation in ongoing programs of the region, county and city including coordinating local conservation education efforts with the SFWMD and the FKAA programs.
 - b. Require landscaping in all new development or redevelopment to use water-efficient landscaping and require functioning rain-sensor devices on all automatic irrigation systems on both new and existing systems.
 - c. Recognizing that the City is located in an area that the SFWMD identifies as a "priority water resource caution area", the City shall strive to lower its per capita usage of potable water below 127.08 gallons per capita per day (gpcpd) and will continue to work together with the FKAA and the SFWMD to reduce demand within the City for potable water.
 - d. The City shall inform residents and businesses of, and shall encourage their participation in, all FKAA and SFWMD water conservation programs.

Objective 1.5 Funding Capital Improvements

The current development code (and related City code provisions) shall achieve a concurrency management system that includes connection fees, impact fees and County infrastructure sales tax grants that is sufficient to assure conformance with elements of this plan.

- Policy 1.5.1 City impact fees for parks shall be allocated in conformance with the City-County inter-local agreement and the implementation recommendations of this Element.
- Policy 1.5.2 The building permit review process shall continue to require on-site detention.
- Policy 1.5.3 Public sewer and water connection shall be required in the case of all new development; developer financial participation shall be required by connection fees.
- Policy 1.5.4 The concurrency management system shall require direct development provisions of facilities if one of these other policies is insufficient to achieve concurrency.

IMPLEMENTATION

A. Five-Year Schedule of Capital Improvements

The schedule may be revised every year by ordinance without requiring a comprehensive Plan Amendment.

B. Programs

The principal programs needed to implement this Element are as follows:

1. An annual capital programming and budgeting process including use of project selection criteria.
2. Engineering studies to a) prepare storm water outfall removal schedule and b) pinpoint the costs of any projects such as the possible sewage treatment plant expansion.
3. Review and revisions to the development code shall assure conformance to the “concurrency” requirements relative to development orders, levels of service and public facility timing.
4. Impact fees;

C. Concurrency Management

The City’s current Land Development Regulations has been amended to include a concurrency management system that meets the state requirements.

**City of Key Colony Beach
Five Year Schedule of Capital Improvements**

Project	Funding Source	FY 2024-2025	FY 2025-2026	FY 2027-2028	FY 2028-2029	FY 2029-2030	Total Cost
Wastewater Treatment Plant Improvements							
600 8th Street							
Replace UV Contact Tank	Local funds - city wastewater	\$ 450,000.00	\$ -	\$ -	\$ -	\$ -	
Aerobic digester access stair replacement	Local funds - city wastewater	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	
Lift station control boxes raised	Grant funding	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -	
Yearly replacement of pumps/motors	Local funds - city wastewater	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	
Paint exterior of tanks, buildings, and piping	Local funds - city wastewater	\$ -	\$ 180,000.00	\$ -	\$ -	\$ -	
Membrane replacement	Local funds - city wastewater	\$ -	\$ 245,000.00	\$ -	\$ -	\$ -	
Coating of effluent holding tank	Local funds - city wastewater	\$ -	\$ 125,000.00	\$ -	\$ -	\$ -	
Yearly replacement of pumps/motors	Local funds - city wastewater	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	
Additional lift station control boxes raised	Potential Grant Funding	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	
Replace RO Membranes	Local funds - city wastewater	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	
Alum feed system	Local funds - city wastewater	\$ -	\$ -	\$ 60,000.00	\$ -	\$ -	
Jet aeration system	Local funds - city wastewater	\$ -	\$ -	\$ 60,000.00	\$ -	\$ -	
Yearly replacement of pumps/motors	Local funds - city wastewater	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	
Digester tank	Local funds - city wastewater	\$ -	\$ -	\$ 350,000.00	\$ -	\$ -	
Additional lift station control boxes raised	Potential Grant Funding	\$ -	\$ -	\$ 40,000.00	\$ -	\$ -	
Control room - electronics update	Local funds - city wastewater	\$ -	\$ -	\$ -	\$ 300,000.00	\$ -	
Digester biosolid pumps	Local funds - city wastewater	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	
Replace diesel generator for back up power	Potential Grant Funding	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	
Yearly replacement of pumps/motors	Local funds - city wastewater	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -	
Update or replace RO building	Potential Grant Funding	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	
Replace storage tank	Local funds - city wastewater	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	
Replace odor control system	Local funds - city wastewater	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	
Yearly replacement of pumps/motors	Local funds - city wastewater	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	
Sub-total costs		\$ 582,000.00	\$ 630,000.00	\$ 525,000.00	\$ 605,000.00	\$ 915,000.00	\$ 3,257,000.00
Stormwater Drainage Improvements							
Stormwater improvements for 7th street and dry retention pond	Grant funding	\$ 1,000,000.00	\$ -	\$ -	\$ -	\$ -	
Improvements	Grant funding	\$ -	\$ -	\$ 800,000.00	\$ 800,000.00	\$ -	
Injection wells for elimination of remaining outfalls and street	Grant funding	\$ -	\$ -	\$ -	\$ 600,000.00	\$ 600,000.00	
stormwater improvements for 11th street	Grant funding	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00	
Stormwater improvements for 12th street	Grant funding	\$ 1,000,000.00	\$ -	\$ 800,000.00	\$ 1,400,000.00	\$ 2,100,000.00	\$ 5,300,000.00
Stormwater improvements for East and West Ocean	Local funds - General	\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal costs	Shared funding, FDOT Grant and	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	
Parks and Recreation							
Tennis court new location support funding	Local funding	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	
Pedestrian and bicycle safety improvements - 2022 TA	Grant funding	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	
Yearly park improvements							

City of Key Colony Beach

Five Year Schedule of Capital Improvements

PROJECT	FUNDING SOURCE	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Total Cost
Sanitary Sewer							
Treatment Plant Improvements							
600 8 th Street	Sewer Service and Connection Fees	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
Drainage							
Stormwater Phase V - Injection Wells							
½ of 9 th , ½ of 10 th , and 11 th Street							
Stormwater Improvements City-wide Swales for ½ of 9 th , ½ of 10 th , 11 th , and 12 th Street	Legislative Funds	\$740,000	\$740,000	\$740,000	\$740,000	\$740,000	\$3,700,000
Parks and Recreation							
9 th and 8 th Street Park							
Playground Equipment	Grant	\$50,000					\$50,000
Bike Path Improvements							
7 th Street and Shelter Drive	Grant	\$45,000					\$45,000
Transportation							
Repaving – 13 th Street	Gas Taxes		\$100,000				\$100,000
Riprap Improvements							
Sadowski Causeway	State Grant		\$75,000				\$75,000
Public Facilities							
City Hall Replacement	Ad Valorem Taxes	\$175,000	\$500,000	\$2,990,000	\$2,890,000		\$6,555,000
Public Works Building Resiliency Panels	Grant	\$350,000					\$350,000
TOTAL ALL PROJECTS		\$1,420,000	\$1,475,000	\$3,790,000	\$3,690,000	\$800,000	\$11,175,000

4/2

Comprehensive Plan

City of Key Colony Beach, Florida
Capital Improvements Element

PROPERTY RIGHTS

GOAL 1 **The City shall recognize and respect all judicially acknowledged or constitutionally protected private property rights when making local decisions.**

Objective 1.1 Recognition of Private Property Rights

Decisions made by the City shall reflect the private property rights of each land owner.

- Policy 1.1.1 Local decisions made by the City shall consider the right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
- Policy 1.1.2 Local decisions made by the City shall consider the right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances
- Policy 1.1.3 Local decisions made by the City shall consider the right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
- Policy 1.1.4 Local decisions made by the City shall consider the right of a property owner to dispose of his or her property through sale or gift.

MONITORING, UPDATING AND EVALUATION PROCEDURES CITY OF KEY COLONY BEACH

1. Citizen Participation:

In conjunction with one of the plan amendment cycles, the Planning and Zoning Committee shall ~~annually~~ conduct a public hearing on the Comprehensive Plan at least every ~~five~~ seven years ~~starting in 2021~~. A status report shall be provided by the Committee Chair and then citizen comment shall be solicited. This meeting shall be publicized by a legal notice in the newspaper plus efforts to have web page notification, a news story and Post Office bulletin board announcement. The Committee will then submit a report on the status of the Plan to the Mayor and City Commission. This report may be accompanied by recommended amendments, using the normal plan amendment process.

2. Data and Objectives Update:

As a part of the annual meeting(s), pertinent measurable objectives and policies will be the subject of review and comment by the Committee Chair.

3. ~~Five-Seven~~ -Year Review:

The Mayor or City Manager shall designate the person or consultant responsible for preparation of the Evaluation and Appraisal Analysis in conformance with statutory requirements and with special emphasis on the extent to which the Plan objectives and policies have been achieved and are in compliance with state laws.

4. Revised Objectives and Policies:

The Mayor or City Manager shall designate the person or consultant to prepare draft amendments to the goals, measurable objectives and policies based upon the above process. The citizen participation procedures used in preparing the Plan (plus any future modifications thereto) shall be used in amending these recommendations of the Comprehensive Plan.



Business Impact Estimate

This form should be included in agenda packet for the item under which the proposed ordinance is to be considered, and must be posted on the City of Key Colony Beach, Florida's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

ORDINANCE NO. 2025-497

AN ORDINANCE OF KEY COLONY BEACH, FLORIDA, AMENDING THE GOALS, OBJECTIVES AND POLICIES OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, COASTAL MANAGEMENT, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENTS, ELEMENTS OF THE COMPREHENSIVE PLAN; ADDING A PROPERTY RIGHTS ELEMENT AND ACCOMPANYING GOAL, OBJECTIVE AND POLICIES; AS MANDATED BY FLORIDA STATUTES 163.3177; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND SEVERABILITY CLAUSE, PROVIDING AN EFFECTIVE DATE.

The City of Key Colony Beach, Florida (hereinafter "City") is of the view that the following exception(s) to the Business Impact Estimate requirement apply that are checked off in a box below apply to the above-referenced proposed ordinance, although the City is implementing the procedure required by statutory law to ensure that no inadvertent procedural issue could impact the enactment of the proposed ordinance.

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, *Florida Statutes*, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, *Florida Statutes*, regarding community development districts;
 - c. Section 553.73, *Florida Statutes*, relating to the *Florida Building Code*; or
 - d. Section 633.202, *Florida Statutes*, relating to the *Florida Fire Prevention Code*.

In accordance with the provisions of controlling law, even notwithstanding the fact that, an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

The City Commission will hold a public hearing to adopt textual amendments to the Comprehensive Plan. These amendments align the City's long-term growth and development strategy with state planning requirements and address future land use, housing, transportation, infrastructure, conservation, and property rights. The ordinance serves the public interest by promoting orderly development, protecting the environment, and ensuring consistency with state regulations.

2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the City:

There is no new or additional costs on private businesses within the City. The amendments primarily address planning and regulatory alignment without introducing new restrictions or costs for businesses.

3. Estimate of direct compliance costs that businesses may reasonably incur:

The proposed amendments do not impose new regulatory burdens, compliance requirements, or financial obligations on businesses beyond existing requirements.

4. Any new charge or fee imposed by the proposed ordinance:

The ordinance does not introduce new fees, taxes, or financial assessments.

5. Estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs:

The City does not anticipate any significant regulatory costs associated with implementing the ordinance. No new fees or charges are introduced to offset regulatory expenses.

6. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The ordinance applies to comprehensive planning and land-use policy adjustments that do not directly affect business operations or costs.

7. Additional information (if any, but may wish to include the methodology used to derive information for #1 and #2, above. For example: the City staff solicited comments from businesses in the City as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on the City's website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses based on feedback from businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not impose costs only upon businesses.):

The proposed amendments were developed in compliance with Florida Statutes §163.3177, ensuring consistency with state planning objectives. No anticipated fiscal burden has been identified for businesses or individuals.



Published Weekly
Marathon, Monroe County, Florida

PROOF OF PUBLICATION

STATE OF FLORIDA COUNTY OF MONROE

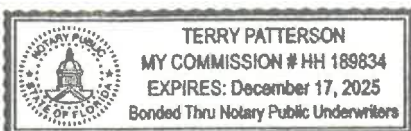
Before the undersigned authority personally appeared JASON KOLER who on oath, says that he is PUBLISHER of the WEEKLY NEWSPAPERS, a weekly newspaper published in Marathon, in Monroe County, Florida: that the attached copy of advertisement was published in said newspaper in the issues of: (date(s) of publication)

March 6, 2025

Affiant further says that the said WEEKLY NEWSPAPERS is a newspaper published at Marathon, in said Monroe County, Florida, and that the said newspaper has heretofore been continuously published in said Monroe County, Florida, once each week (on Thursday) and has been qualified as a second class mail matter at the post office in Marathon, in Monroe County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement. The affiant further says that he has neither paid nor promised any person, firm, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper(s) and that The Weekly Newspapers is in full compliance with Chapter 50 of the Florida State Statutes on Legal and Official Advertisements.

Sworn to and subscribed before me
this 6 day of MARCH, 2025.
(SEAL)

Notary



City of Key Colony Beach
P.O. Box 12011, Key Colony Beach, Florida • Phone 305-281-1722 • Fax 305-281-1727



NOTICE OF COMPREHENSIVE PLAN AMENDMENTS HEARING

NOTICE IS HEREBY GIVEN that the CITY COMMISSION of the City of Key Colony Beach, Florida will hold a Public Hearing First Reading on Thursday, March 20, 2025, at 9:30 a.m., or as soon thereafter as the agenda permits. This meeting will be at the Key Colony Beach City Hall Commission room located at 600 W. Ocean Drive, Key Colony Beach, Florida, 33051. The City Commission will hear the following Ordinance:

ORDINANCE NO. 2025-497

AN ORDINANCE OF KEY COLONY BEACH, FLORIDA, AMENDING THE GOALS, OBJECTIVES AND POLICIES OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, COASTAL MANAGEMENT, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENTS, ELEMENTS OF THE COMPREHENSIVE PLAN; ADDING A PROPERTY RIGHTS ELEMENT AND ACCOMPANYING GOAL, OBJECTIVE AND POLICIES; AS MANDATED BY FLORIDA STATUTES 163.3177; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND SEVERABILITY CLAUSE, PROVIDING AN EFFECTIVE DATE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. This meeting will be available virtually via ZOOM Meetings. Members of the public who wish to attend virtually may join the Zoom Meeting at <https://us02web.zoom.us/j/81251683838?pwd=1HgjlbnvJbgl2KlRl405qoStVCWae.1>

Copies of the proposed Ordinance are available for inspection at the City Hall of Key Colony Beach.

The City Commission requests an amendment to the City's Comprehensive Plan in order to guide and control the future development of the City to preserve, promote, and protect the public's health, safety, and welfare. This proposed amendment is required by Florida law in areas of critical state concern. Interested parties may attend the Hearing and be heard with respect to the requested code amendment.

If any person decides to appeal any decision made by the Commission with respect to any matter considered at the Code Amendment Hearing, that person will need a record of the proceeding and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

If you are unable to attend the Hearing on Thursday, March 20th, 2025, but wish to comment, please direct correspondence to: City Clerk, P.O. Box. 510141, Key Colony Beach, FL 33051, or cityclerk@keycolonybeach.net and your comments will be entered into the record.

Silvia Roussin
City Clerk, City of Key Colony Beach

Publish: March 6, 2025.
The Weekly Newspapers



Published Weekly
Marathon, Monroe County, Florida

PROOF OF PUBLICATION

STATE OF FLORIDA COUNTY OF MONROE

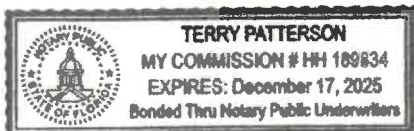
Before the undersigned authority personally appeared JASON KOLER who on oath, says that he is PUBLISHER of the WEEKLY NEWSPAPERS, a weekly newspaper published in Marathon, in Monroe County, Florida; that the attached copy of advertisement was published in said newspaper in the issues of: (date(s) of publication)

February 6, 2025

Affiant further says that the said WEEKLY NEWSPAPERS is a newspaper published at Marathon, in said Monroe County, Florida, and that the said newspaper has heretofore been continuously published in said Monroe County, Florida, once each week (on Thursday) and has been qualified as a second class mail matter at the post office in Marathon, in Monroe County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement. The affiant further says that he has neither paid nor promised any person, firm, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper(s) and that The Weekly Newspapers is in full compliance with Chapter 50 of the Florida State Statutes on Legal and Official Advertisements.

Sworn to and subscribed before me
this 6 day of FEB, 2025.
(SEAL)

Notary



City of Key Colony Beach



CITY OF KEY COLONY BEACH NOTICE OF COMPREHENSIVE PLAN AMENDMENTS HEARING

NOTICE IS HEREBY GIVEN that the PLANNING AND ZONING BOARD SITTING AS THE LOCAL PLANNING AGENCY (LPA) of the City of Key Colony Beach, Florida will hold a Public Hearing on Wednesday, February 19, 2025, at 9:30 a.m., or as soon thereafter as the agenda permits. This meeting will be at the Key Colony Beach City Hall Auditorium 'Marble Hall' located at 600 W. Ocean Drive, Key Colony Beach, Florida, 33051. The Planning & Zoning Board will hear the following Ordinance:

ORDINANCE NO. 2025-497

AN ORDINANCE OF KEY COLONY BEACH, FLORIDA, AMENDING THE GOALS, OBJECTIVES AND POLICIES OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, COASTAL MANAGEMENT, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENTS, ELEMENTS OF THE COMPREHENSIVE PLAN; ADDING A PROPERTY RIGHTS ELEMENT AND ACCOMPANYING GOAL, OBJECTIVE AND POLICIES; AS MANDATED BY FLORIDA STATUTES 163.3177; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND SEVERABILITY CLAUSE, PROVIDING AN EFFECTIVE DATE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. This meeting will be available virtually via ZOOM Meetings. Members of the public who wish to attend virtually may join via Zoom at <https://us02web.zoom.us/j/86254175368?pwd=Q8qE7hsxTR0ntlhvzQBvubTzjUMs.1>

Copies of the proposed Ordinance are available for inspection at the City Hall of Key Colony Beach.

The City Commission requests an amendment to the City's Comprehensive Plan in order to guide and control the future development of the City to preserve, promote, and protect the public's health, safety, and welfare. This proposed amendment is required by Florida law in areas of critical state concern. Interested parties may attend the Hearing and be heard with respect to the requested code amendment.

If any person decides to appeal any decision made by the Commission with respect to any matter considered at the Comprehensive Plan Amendment Hearing, that person will need a record of the proceeding and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

If you are unable to attend the Hearing on Wednesday, February 19, 2025, but wish to comment, please direct correspondence to: City Clerk, P.O. Box. 510141, Key Colony Beach, FL 33051, or cityclerk@keycolonybeach.net and your comments will be entered into the record.

City Clerk, City of Key Colony Beach

Publish: February 6, 2025. The Weekly Newspapers

City of Key Colony Beach

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



February 19th, 2025

To: The City of Key Colony Beach Board of Commissioners

From: The Key Colony Beach Planning & Zoning Board

Re: Discussion/Recommendation of Approval for Amendments to the City of Key Colony Beach's Comprehensive Plan via Ordinance 2025-497: An Ordinance Of Key Colony Beach, Florida, Amending The Goals, Objectives, And Policies Of The Future Land Use, Transportation, Housing, Infrastructure, Coastal Management, Conservation, Recreation And Open Space, Intergovernmental Coordination, And Capital Improvements, Elements Of The Comprehensive Plan; Adding A Property Rights Element And Accompanying Goal, Objective And Policies; As Mandated By Florida Statutes 163.3177; Providing For Transmittal To The State Land Planning Agency; Providing A Conflicts Clause And Severability Clause, Providing An Effective Date.

The Planning & Zoning Board reviewed proposed draft amendments and discussed verbiage, guiding language for laws and rules, policy requirements, and suggested verbiage for comprehensive planning purposes.

After discussion, the Board voted on a recommendation.

MOTION: Motion made by Chair Lancaster to approve the Comprehensive Plan with the amendment of the verbiage 'percentage'. Bob Glassman seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

Final Recommendation: The Planning & Zoning Board recommends approval of the proposed amendments to the Comprehensive Plan with the amendment on the verbiage 'percentage' as discussed to the Board of Commissioners.

George Lancaster, Planning & Zoning Board Chair

ORDINANCE NO. 2025-498

AN ORDINANCE OF THE CITY OF KEY COLONY BEACH FLORIDA, AMENDING CODE OF ORDINANCE ARTICLE VI – FINANCE, SECTION 2-75 TO INCREASE THE DISCRETIONARY SPENDING THRESHOLD; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; 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, such as maintaining the City’s fiscal budget and the purchase of commodities and contractual services for the benefit and general welfare of the residents of the City, and

WHEREAS, the City of Key Colony Beach Commission wishes to amend and increase the discretionary spending threshold of the mayor and/or the city administrator to make purchases of equipment, materials, supplies, or services without specific prior approval therefore by the City Commission;

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

Section 2-75 of Article VI, “Finance” of the Administration of the City of Key Colony Beach, Florida Code of Ordinances shall be amended to read as follows:

- (a) No purchase or contract for purchase of equipment, material, supplies or services, other than professional services exempt under Florida Statute, may be made by the city commission when the purchase price thereof is in excess of twenty-five thousand dollars (\$25,000.00) unless made after open competitive bidding. The city commission shall have the right to accept or refuse any or all bids. This requirement applies to a single and not a cumulative project. This requirement shall not apply to purchases of commodities and contractual services from purchasing agreements established by and maintained by the State of Florida. It further does not apply to purchases of commodities, equipment, or material exempted from bidding by Florida Statutes where available only from a single source. This section shall not be construed to limit or prevent any exemptions from bidding requirements provided by Florida Statutes.

- (b) The mayor or the city administrator shall be authorized to make purchases of equipment, material, supplies or services up to the value of ~~seven thousand five hundred~~ fifteen thousand dollars (\$~~7,500.00~~\$15,000.00) without specific prior approval therefore by the city commission.
- (c) Should the city commission declare, by majority vote, an emergency by reason of major disaster, public health or public safety, then the requirement for competitive bidding may be waived with respect to goods or services necessary because of the emergency. This section shall not be construed to limit other emergency actions permitted under Florida Statutes.

Section 4: Severability and Conflict

If any portion of this ordinance is declared by a Court of competent jurisdiction to be invalid or unenforceable, such declaration shall not be deemed to affect the remaining portions of this ordinance. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5: Inclusion in the Code of Ordinances

The provisions of this Ordinance shall be included and incorporated into the Code of Ordinances of the City of Key Colony Beach, Florida, as an addition or amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the code:

Section 6: Effective Date

This ordinance shall become effective upon its adoption by the City of Key Colony Beach Commission.

FIRST READING by the City of Key Colony Beach City Commission this 20th day of February, 2025.

Mayor Freddie Foster	NO _____	YES <u> x </u> _____
Vice-Mayor Joey Raspe	NO _____	YES <u> x </u> _____
Commissioner Tom Harding	NO _____	YES <u> x </u> _____
Commissioner Tom DiFransico	NO _____	YES <u> x </u> _____
Commissioner Doug Colonell	NO _____	YES <u> x </u> _____

-/Remainder of Page Left Intentionally Blank/-

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

Freddie Foster, Mayor

Silvia Roussin, City Clerk

Approved as to form and legal sufficiency:

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



Business Impact Estimate

This form should be included in agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Key Colony Beach, Florida's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: **"Ordinance No. 2025-498: AN ORDINANCE OF THE CITY OF KEY COLONY BEACH FLORIDA, AMENDING CODE OF ORDINANCE ARTICLE VI – FINANCE, SECTION 2-75 TO INCREASE THE DISCRETIONARY SPENDING THRESHOLD; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE."**

The City of Key Colony Beach, Florida (hereinafter "City") is of the view that the following exception(s) to the Business Impact Estimate requirement apply that are checked off in a box below apply to the above-referenced proposed ordinance, although the City is implementing the procedure required by statutory law to ensure that no inadvertent procedural issue could impact the enactment of the proposed ordinance.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the
- ☐ The proposed ordinance is an emergency ordinance;
- ☒ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, *Florida Statutes*, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, *Florida Statutes*, regarding community development districts;
 - c. Section 553.73, *Florida Statutes*, relating to the *Florida Building Code*; or

d. Section 633.202, *Florida Statutes*, relating to the *Florida Fire Prevention Code*. In accordance with the provisions of controlling law, even notwithstanding the fact that, an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

ORDINANCE NO. 2025-498

AN ORDINANCE OF THE CITY OF KEY COLONY BEACH FLORIDA, AMENDING THE CODE OF ORDINANCE ARTICLE VI – FINANCE, SECTION 2-75, TO INCREASE THE DISCRETIONARY SPENDING THRESHOLD; AMENDING THE LANGUAGE CONTAINING SCRIVENER’S ERROR, REPEALING CONFLICTING ORDINANCES, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE

2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the City:

None.

3. Estimate of direct compliance costs that businesses may reasonably incur:

None.

4. Any new charge or fee imposed by the proposed ordinance:

None.

5. Estimate of the City’s regulatory costs, including estimated revenues from any new charges or fees to cover such costs:

None.

6. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

None.

7. Additional information (if any but may wish to include the methodology used to derive information for #1 and #2, above. For example: the City staff solicited comments from businesses in the City as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on the City's website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses based on feedback from businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not impose costs only upon businesses.):

None.



Published Weekly
Marathon, Monroe County, Florida

PROOF OF PUBLICATION

STATE OF FLORIDA COUNTY OF MONROE

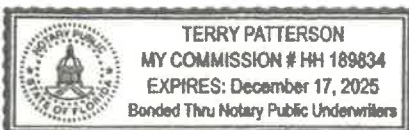
Before the undersigned authority personally appeared JASON KOLER who on oath, says that he is PUBLISHER of the WEEKLY NEWSPAPERS, a weekly newspaper published in Marathon, in Monroe County, Florida; that the attached copy of advertisement was published in said newspaper in the issues of: (date(s) of publication)

March 6, 2025

Affiant further says that the said WEEKLY NEWSPAPERS is a newspaper published at Marathon, in said Monroe County, Florida, and that the said newspaper has heretofore been continuously published in said Monroe County, Florida, once each week (on Thursday) and has been qualified as a second class mail matter at the post office in Marathon, in Monroe County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement. The affiant further says that he has neither paid nor promised any person, firm, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper(s) and that The Weekly Newspapers is in full compliance with Chapter 50 of the Florida State Statutes on Legal and Official Advertisements.

Sworn to and subscribed before me
this 6 day of MARCH, 2025.
(SEAL)

Notary



CITY OF KEY COLONY BEACH
NOTICE OF CODE
AMENDMENT HEARING
"SECOND/FINAL READING OF
ORDINANCE NO. 2025-498"
NOTICE IS HEREBY GIVEN that
the City Commission of the
City of Key Colony Beach,
Florida, will hold the following
Public Hearing to hear
amendments to the City's
Code of Ordinances.
DATE/TIME: Thursday, March
20th, 2025, 9:35 am OR at
the conclusion of the Public
Hearing
LOCATION: City of Key Colony
Beach, Marble Hall, 600 W.
Ocean Dr., Key Colony Beach.
The proposed Ordinance to be
heard by the City Commission
is [ORDINANCE NO. 2025-498].

entitled: "AN ORDINANCE OF
THE CITY OF KEY COLONY
BEACH, FLORIDA, AMENDING
CODE OF ORDINANCE
ARTICLE VI - FINANCE,
SECTION 2-75 TO INCREASE
THE DISCRETIONARY
SPENDING THRESHOLD;
REPEALING CONFLICTING
ORDINANCES; PROVIDING
FOR SEVERABILITY; AND
PROVIDING FOR AN
EFFECTIVE DATE."

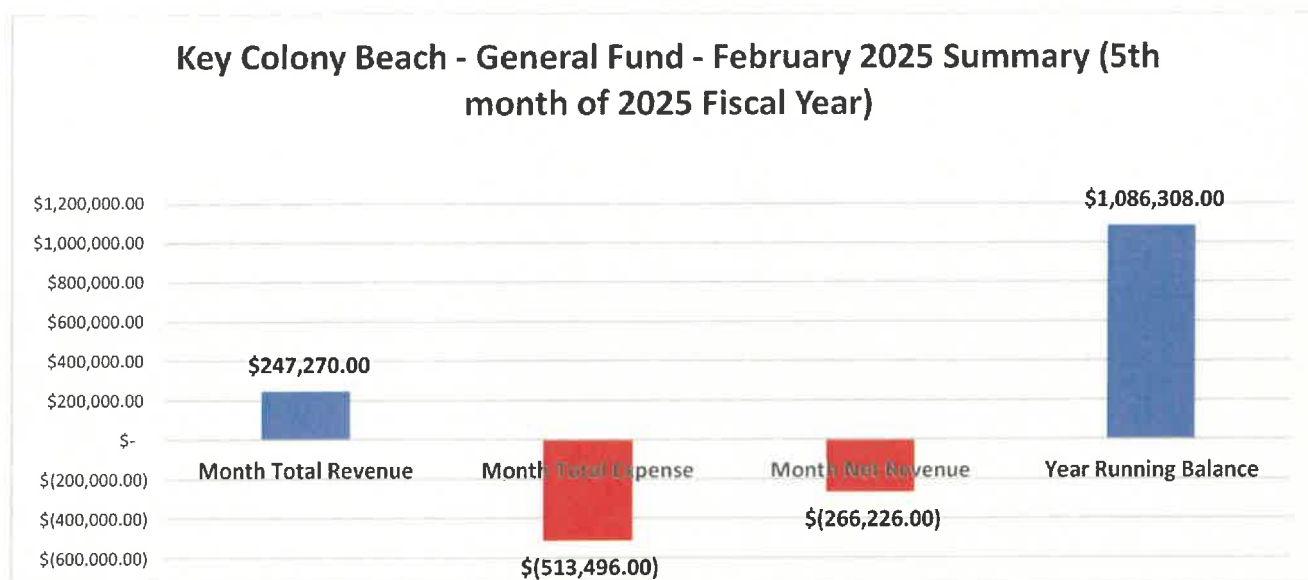
The Business Impact
Statement is available for
review on the City of Key
Colony Beach's website at
www.keycolonybeach.net and
at City Hall at 600 W. Ocean
Drive, Key Colony Beach.
Interested parties may appear
at the meeting and be heard
with respect to the proposed
ordinance. Copies of the
proposed Ordinance are
available for inspection at the
City Hall of Key Colony Beach.
If any person decides to
appeal any decision made
by the Key Colony Beach City
Commission with respect to
any matter considered at the
Code Amendment Hearing,
that person will need a record
of the proceeding and for
such purpose may need to
ensure that a verbatim record
of the proceedings is made,
which record includes the
testimony and evidence upon
which the appeal is to be
based.

If you are unable to attend the
Public Hearing on Thursday,
March 20th, 2025, but wish
to comment, please direct
correspondence to: City Clerk,
P.O. Box 510141, Key Colony
Beach, FL 33051, and your
comments will be entered
into the record.
To be published: On or before
March 10th, 2025
City Clerk
City of Key Colony Beach,
Florida
Publish:
March 6, 2025
The Weekly Newspapers

City of Key Colony Beach Treasurer's Report – March 20, 2025

February 28, 2025, financial summary – General Fund

- 5th Month of the 2025 fiscal year budget-
 - Monthly Plot below:



Comments:

- Revenue comparison to last year at this time, tracking 8.1% higher than last year.
- Overall expenses tracking 8.7% above budget at this time
- Monthly legal costs for January increased due to additional work requests, still well below budget for YTD
- Building fund YTD net revenue at \$86,474. Reference last year at this time of \$195,509.
- Overall finances are in good shape for year to date
- With updating the expected remaining Revenue and Expenses for this year, I do expect we will end the year with negative net revenue. This is consistent with the budget projection of planning to use our reserves for funding expenses at the end of this year. Budget planned amount was \$375,000.
 - Reference for running balance YTD:
 - 2025 Feb current \$1,086,308
 - 2024 Feb \$1,485,789
 - 2023 Feb \$1,401,088

City of Key Colony Beach Treasurer's Report – March 20, 2025

5th Month of the Fiscal Year, February 28, 2025, financial summary

Wastewater/Stormwater

Wastewater

- Plot below for Monthly Summary:



Comments:

- Revenue for YTD 4.7% above budget target
- Operating expenses YTD above targeted budget by 17.8%, driven by the system maintenance expense
- Overall expenses are below budget by 24.5%, due to Capital expenses timing
- Sludge Hauling
 - YTD below budget by \$9,655.00
 - March 04, 2025, discharge facility changes (140-mile increase) expense will drive sludge hauling to be over budget, predicted to increase by \$44,940.00 for the remainder of this fiscal year. Therefore, it is expected this line item to be over budget by \$35,285 at years end.
- Based on actual costs for recent pump repairs and replacements, we will need to increase budget predictions for pump repairs and replacement for the next fiscal year

Stormwater:

- Checking/Savings at \$340,680.16
- Stormwater grant status
 - Two open reimbursement requests for \$278,525.00
 - Remaining grant balance of \$926,985.90

City of Key Colony Beach Treasurer's Report – March 20, 2025

Dry Flood Proofing Project – City Maintenance Building

Phase I Status

- Final design proposal submitted to the State.
- Updated budget for Phase 1 and Phase II submitted to the Sate
- Open items:
 - Permit
 - Confirmation of walls and slab floor concrete depth for fasteners
 - State Technical review of Phase I materials

City of Key Colony Beach Treasurer's Report – March 20, 2025 – Budget Resolution

Key Colony Beach Proposed Budget Resolution updates for March 2025 for 2025 FY Budget at 5 months of exposure, 28Fe25

City - General Budget

Item	Description	Final Approved Budget	Approval Date	Line item	Edit for Revenue	Edit for Expense	Comments
1	Sunset Park FDEP Grant (\$50K)	17Se24	17Oc24	369-000	\$50,000	7 months left in FY, plan to use all funds by 30Se25	Grant expires on 30In27
2	7th Street Park FDEP Grant (\$50K)	17Se24	17Oc24	369-000	\$50,000	7 months left in FY, plan to use all funds by 30Se25	Grant expires on 30In27
3	TDC District III to KCB, Pickleball Court Project	17Se24	11Se24	369-000	\$50,000 (\$5,000 for Tourism Impact Study, \$45,000 for Tennis/Pickleball)	7 months left in FY, plan to use all funds by 30Se25	Grant expires on 30Se25
4	Florida Department of Transportation, FDOT 2024 TA Improvement project - engineering for 2025	17Se24	Not approved	581-000	NA	Remove \$20,000 from Infrastructure Detail Budget Worksheet, due to grant not being approved	Updating Infrastructure details with removal of \$20,000, funds not to be spent Original Budget detail approved: Infrastructure Detail :Current City Hall - rebuild floor, parking lot asphalt 1.5-2 inch leveling, and new striping, limited new office furniture, funds allocated \$225,000 in approved budget. City Hall Detail _ City Hall Continued Repair \$68,000 Total allocated in approved original budget General \$204,108, Infrastructure \$225,000. Remaining left as of 28Fe25 \$149,656
5	City Hall Hardening Grant	17Se24	24Oc24	369-000	\$500,000 estimated 2025 FY request for reimbursement	Total amount approved \$2,282,859.28, with completion due date of 06/30/26	
6	Project #8604-547303-Key Colony Beach Management Costs (4337 Hurricane Irma	17Se24	30De24	369-100	\$ 68,511.54	Not Applicable	Unscheduled revenue to deposit in General Fund, from Federal Irma funding, Reimbursement for management costs
7	A24071 FURDAP 1st Street Park- Work all completed	17Se24	19Ja24	369-100	\$ 55,091.50	Not Applicable	1st Street park purchase Oct 2023 - Feb 2024, requested reimbursement, expected revenue before 30Se25

Utility Board Budget

Wastewater

Item	Description	Final Approved Budget	Grant Approval Date	Line Item	Edit for Revenue	Edit for Expense	Comments
1	Lift station control boxes being raised	17Se24	Not approved	535-865	\$ 42,000.00		Remove from planned work due to grant funding denied

Monroe County Local Mitigation Strategy Update

- 1. I provided input for updating the Monroe County database for Key Colony Beach on 28Fe25. The 2nd team meeting is scheduled for 26Mr25. 4 total team meetings to complete the 5-year plan update.**
- 2. 1st Public Meeting completed on 13Mr25**

Florida Mitigation Workgroup – FDEP

- 1. Mitigation definition – the act of reducing the severity.**
- 2. Provide awareness of a new program for this year, “Elevate Florida. “**
 - a. Federal funding managed by the State**
 - b. Grant program to help homeowners to protect their property from hurricanes and floods. Four kinds of mitigation projects:**
 - i. Elevate**
 - ii. Acquisition**
 - iii. Wind Mitigation**
 - iv. Mitigation Reconstruction**
 - c. Funding split 75% Federal, 25% Homeowner**
 - d. Improved process, estimated to take 1-2 years to complete.**
 - e. May reduce insurance premiums**
 - f. May improve property values**



Elevate Florida

- Application Portal went live on February 7!
 - Call Center is available Monday through Friday from 7 AM to 7 PM
 - 1-877-ELEV8-FL (877-353-8835)
 - Case managers will assist with entering in applications or answering application inquiries
 - Resident Inquiries should be directed to the following:
 - Call Center Line
 - Email for Inquires: info@elevatefl.org
 - [Contact Us Inquiry Form](#)
 - Application Deadline:
 - No deadline currently and will be publicized once established



Elevate Florida

- Information and Documentation Available:
 - [FDEM website](#)
 - Elevate Florida Program Overview Handout
 - [Application Portal](#)
 - Portal for applying
 - Application Checklist (for residents)
 - Homeowner Participation Guide
 - Frequently Asked Questions
 - Local Jurisdiction Materials available on FDEM SharePoint Site
 - FAQs
 - Webinar Materials
 - Additional resources coming

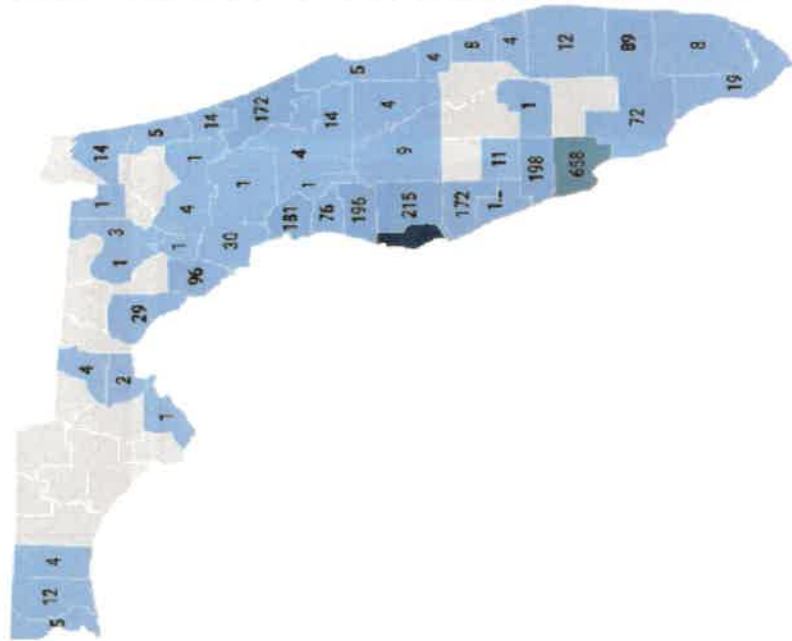


Elevate Florida – Applications Submitted

Total Applications Received: 4,229

Count of Applications

1 1,724



Powered by Bing
© 2010 Microsoft. All rights reserved.

County	Count of Mitigation Applications (VIM)	Acquisition and Demolition (A&D)	Structure Mitigation and Elevation Reconstruction (SE)	Count of Applications	County	Count of Applications	SE	M&R
Pinellas County	1,724	75	12	1,060	Miami-Dade County	8	5	2
Lee County	658	47	4	541	St. Lucie County	8	5	2
Hillsborough County	215	19	0	115	Brevard County	5	3	1
Charlotte County	198	32	1	135	Escambia County	5	3	1
Pasco County	195	7	4	132	St. Johns County	5	0	4
Citrus County	181	8	1	115	Alachua County	4	0	3
Manatee County	172	6	1	112	Indian River County	4	1	2
Volusia County	172	18	12	110	Lake County	4	2	1
Sarasota County	127	19	0	75	Leon County	4	3	0
Dade County	96	0	1	37	Martin County	4	1	3
Broward County	89	60	0	22	Okaloosa County	4	3	0
Flamenco County	76	7	2	45	Osceola County	4	2	0
Collier County	72	2	0	59	Columbia County	3	2	0
Levy County	30	0	1	23	Wakulla County	2	0	2
Taylor County	29	3	0	10	Baker County	1	0	0
Monroe County	19	1	0	11	Franklin County	1	0	0
Seminole County	15	6	0	4	Gilchrist County	1	0	0
Duval County	14	11	0	3	Clatsop County	1	1	0
Flagler County	14	1	0	9	Marion County	1	0	1
Orange County	14	7	0	5	Nassau County	1	0	0
Palm Beach County	12	9	0	3	Putnam County	1	0	0
Santa Rosa County	12	7	1	4	Sumner County	1	1	0
Santa Rosa County	12	7	1	4	Suwannee County	1	0	0
DeSoto County	11	1	0	9	Total	4,229	380	1,129
Polk County	9	2	1	5				

(Data as of 2/28)

City Commission Meeting Notes for Verbal updates – 20Mr25

FDOT work request updates:

1. US1 and Sadowski Causeway drains

- i. All drains had vegetation removed and were vacuumed as of 26Fe25. FDOT does have a frequency for cleaning and vacuuming as part of their maintenance procedure. Contacts have been established for future requests as needed with FDOT.**

- ii. Monitor during future storms.**

- b. Reminder, to keep up with our cleaning cycle at Sadowski and Clara Blvd.**

2. US1 and Sadowski Causeway pedestrian crossing light timing across US1.

- a. On-site meeting with FDOT completed on 19Fe25**
- b. Engineering data collection planned for the end of the month – March. A study work request established, expected timing 90 days after start of the project for completion for a recommendation of options.**

City of Key Colony Beach

P.O. Box 510141, Key Colony Beach, FL 33051-0141 • Phone: 305-289-1212
Fax: 305-289-0247
www.keycolonybeach.net



Boat Storage Agreement & Waiver of Liability

Residents of Key Colony Beach can store their boats on trailers in the long-term trailer parking area for a fee.

Required copies of the following:

- ☐ Trailer registration
- ☐ Boat registration
- ☐ Boat insurance
- ☐ Completed Contact information Sheet
- ☐ Emergency Contact (local)
- ☐ Proof of KCB property ownership. ie: Tax Bill

Agreement:

- ☐ Storage payment in advance ****NO REFUNDS**
- ☐ Battery Disconnected
- ☐ No boat work of any kind is permitted while the boat is in storage.
- ☐ Parking of boats on trailers will be assisted by City Staff.
- ☐ A minimum 48-hour notice is required to remove a trailer (305-432-0086) or (305-289-1212 x2)

Penalty for violation: Immediate removal from facility storage.

The City is not liable for any damage to property, whether arising from acts of nature, negligence, or otherwise.

FEE Schedule: \$12.00 a foot with a maximum of 40 feet LOA

SIGNATURE _____ DATE _____

NAME _____

City of Key Colony Beach

P.O. Box 510141, Key Colony Beach, FL 33051-0141 • Phone: 305-289-1212
Fax: 305-289-0247
www.keycolonybeach.net



Customer Contact Sheet

Please take a moment to provide us with your contact information so we are able to serve you more efficiently.

KCB Property address: _____

Owner's name/s: _____

Mailing/Billing address: _____

Contact telephone: _____

Emergency #: _____

Email address: _____

Trailer Length: _____

Note: Please do not estimate the length of your trailer. We need the actual measurement to ensure that your trailer fits in its assigned spot.



P.O. Box 510141, Key Colony Beach, FL 33051-0141 • Phone: 305-289-1212
Fax: 305-289-0247
www.keycolonybeach.net



**ANNUAL RENEWAL
LONG TERM BOAT TRAILER PARKING PERMIT
April 1, 2025 to March 31, 2026**

Your current Boat Trailer Parking Permit expires on March 31, 2025. Please supply a copy of your current trailer registration, your contact information (see the included customer contact sheet), and payment based upon the schedule below, payable to the *City of Key Colony Beach*.

Permits can be paid in person at City Hall, by mail, or via credit card on the City website: www.keycolonybeach.net (Online Payments). If you choose to pay on the City website, please remember to provide a copy of your receipt. Note that permit stickers will only be issued in person.

Please call 305-432-0086 to arrange for your trailer to be placed in the long-term parking lot.

Public access to the lot is no longer available. To schedule the removal of your trailer, please provide 48 hours' notice.

For urgent removals on weekends, contact the non-emergency number for the Officer on duty at 305-289-2351.

Please note that there is an extensive waitlist for long-term parking, and failure to comply by March 31, 2025, will result in the forfeiture of your parking space.

FEE SCHEDULE (Trailer parking only)

21' or less	\$200.00
21' to 24'6	\$275.00
24'6 and up	\$325.00
No more than 40' LOA	

**IF YOU HAVE NO FURTHER NEED FOR THE BOAT TRAILER PARKING SPACE,
PLEASE SIGN BELOW AND RETURN.**

SIGNATURE _____ DATE _____