

**AGENDA**  
**CITY OF KEY COLONY BEACH**  
**FIRST BUDGET PUBLIC HEARING**  
**BUDGET FOR OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

Thursday, September 7, 2023, 5:05 p.m.

Located at the Temporary Meeting Place for the City of Key Colony Beach,  
at the Key Colony Inn Banquet Room, 700 W. Ocean Drive, Key Colony Beach  
& via Zoom Conferencing

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

**1. Call to Order, Pledge of Allegiance, Prayer, Roll Call**

**2. Agenda Additions, Changes & Deletions**

**3. Citizen Comments & Correspondence**

**4. Review of Proposed Budget for October 1, 2023 - September 30, 2024**

**5. Budget Changes, If Any**

- a. Discussion/Approval of Cost Estimate by City Attorney Smits to provide a Charter and Code of Ordinance Review
- b. Discussion/Approval of Determination of appropriate adjustment to the City Administrator's Salary –  
**Pgs. 1-2**

**6. Public Comments, Commission Response**

**7. Resolution 2023-10 to Adopt a Tentative Millage Rate for Fiscal Year 2023-2024:** A Resolution Of The City Commission Of The City Of Key Colony Beach Of Monroe County, Florida, Adopting The Tentative Levying Of Ad Valorem Taxes For Fiscal Year 2023-2024; And Providing For An Effective Date. – **Pg. 3**

**8. Resolution 2023-11 to Adopt a Tentative Budget for Fiscal Year 2023-2024:** A Resolution Of The City Commission Of The City Of Key Colony Beach Of Monroe County, Florida, Adopting The Tentative Budget For Fiscal Year 2023-2024; And Providing For An Effective Date. – **Pg. 4**

**9. Adjournment**

"Members of the public may speak for three minutes and may only speak once...unless waived by a majority vote of the commission."  
Persons who need accommodations in order to attend or participate in this meeting should contact the city clerk at 305-289-1212 at least 48 hours prior to this meeting in order to request such assistance. If a person decides to appeal any decision made with respect to any matter considered at any meeting, that person will need a record of the proceedings 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.

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**This meeting will be held at the temporary meeting place for the City of Key Colony Beach at the Key Colony Inn Banquet Hall at 700 W. Ocean Drive, Key Colony Beach & via Zoom Conferencing.**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/82781639173?pwd=akhZazAwV2YvbkdKSTZtYzhFSFZ2UT09>

Passcode: 570421

Or One tap mobile:

+13052241968,,82781639173#,,,,\*570421# US

+13126266799,,82781639173#,,,,\*570421# US (Chicago)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 305 224 1968 or +1 312 626 6799 or +1 646 931 3860 or +1 929 205 6099 or +1 301 715 8592 or +1 309 205 3325 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 6833

**Webinar ID: 827 8163 9173**

**Passcode: 570421**

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**City of Key Colony Beach**

**First Budget Public Hearing Meeting, September 07, 2023**

**Agenda 3 b. Discussion/Approval of Determination of appropriate adjustment to the City Administrator's Salary:**

**Background:**

- Previous City Administrator salary \$118,657.00-year 2020
  - Estimated adjusted to calendar year 2023 would be \$149,473.00 with an assumption of an average 8% yearly raise.
- Dave Turner
  - Start date 04/12/2021, Salary \$80,000.
  - Last salary increased on 03/10/2022 with updated contract, Salary \$100,000.
  - 2023 Annual evaluation completed by all Commissioners and results reviewed at the City Commission Meeting April 20, 2023.
  - City Administrator contract states the City Commission shall determine an appropriate adjustment to the City Administrator salary based on the results of the annual evaluation.
  - Annual evaluations resulted in an overall average score of 3.8, over all the evaluation categories from the five commissioners, on a scale of 1-5, 3 being Average performance, and 4 being Above Average performance.
- Reminder compensation should be based on a fair and equitable review, being impartial and just without favoritism or discrimination. The review should also be done with a review of competitive positions.

### **Salary Competitive review:**

- Comparison to larger staffed cities was made with ten Florida cities (data pulled from GovSalaries.com)
  - Average salary with adjustment to calendar year 2023      \$194,747.00
    - City staff ranges from 52 – 859 employees.
    - Comparison included other Keys cities, Marathon, Key West, Monroe County
    - Salaries range from \$130,432 to \$270,000.
- Comparison to smaller staffed cities was made with nine Florida cities (data pulled from GovSalaries.com)
  - Average salary with adjustment to calendar year 2023      \$119,362.00
    - City staff ranges from 19-38 employees.
    - Salaries range from \$92,000 to \$155,000 for smaller cities.
- Evaluation was also made for the city administrator salary in comparison to the highest paid KCB employees:
  - Example 2023 current employee 1 - \$118,227.00
  - Example 2023 current employee 2 - \$113,859.20
  - 10% above highest paid employee would be \$130,049.00.
  - 5% above highest paid employee would be \$127,685.00.

### **2023 Salary Recommendation:**

- Based on the current 2023 performance review results: Average to Above Average performance, comparison to competitive other similar Florida staffed cities, and consideration of the city administrator salary vs. other employees he or she manages, I would recommend a new salary of \$128,000.00. This amount is within our current budget allocation.

Summary provided by T. Harding 31Au23.

**RESOLUTION NO. 2023-10**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY COLONY BEACH OF MONROE COUNTY, FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR FISCAL YEAR 2023-2024; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of Key Colony Beach, of Monroe County, Florida, on September 7, 2023, adopted Fiscal Year 2023-2024 Tentative Millage Rate following a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the City Commission of the City of Key Colony Beach, of Monroe County, Florida, held a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the gross taxable value for operating purposes not exempt from taxation within Monroe County has been certified by the County Property Appraiser to the City of Key Colony Beach as \$1,087,932,579.00.

**NOW THEREFORE, BE IT RESOLVED** by the City of Key Colony Beach, of Monroe County, Florida, that:

1. The Fiscal Year 2023-2024 operating millage rate for the City of Key Colony Beach is \_\_\_\_\_ mills, which is greater than the rolled-back rate of \_\_\_\_\_ mills by \_\_\_\_%.
2. This resolution shall take effect immediately upon its adoption.

**DULY ADOPTED** at a public hearing this the 7<sup>th</sup> day of September 2023.

Vote: \_\_\_\_\_ - Mayor Trefry  
\_\_\_\_\_ - Vice Mayor Ramsay-Vickrey  
\_\_\_\_\_ - Secretary/Treasurer Harding  
\_\_\_\_\_ - Commissioner Foster  
\_\_\_\_\_ - Commissioner Raspe

**CITY OF KEY COLONY BEACH**

\_\_\_\_\_  
Patricia Trefry, Mayor

**ATTEST:**

\_\_\_\_\_  
Silvia Gransee, City Clerk

**RESOLUTION NO. 2023-11**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY COLONY BEACH OF MONROE COUNTY, FLORIDA, ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2023-2024; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of Key Colony Beach, of Monroe County, Florida, on September 7, 2023, held a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the City Commission of the City of Key Colony Beach, of Monroe County, Florida, set forth the appropriations and revenue estimates for the Budget for Fiscal Year 2023-2024 in the amount of \$\_\_\_\_\_.

**NOW THEREFORE, BE IT RESOLVED** by the City of Key Colony Beach, of Monroe County, Florida, that:

1. The Fiscal Year 2023-2024 Tentative Budget be adopted.
2. This resolution shall take effect immediately upon its adoption.

**DULY ADOPTED** at a public hearing the 7<sup>th</sup> day of September 2023.

Time Adopted: \_\_\_\_\_ p.m.

Vote: \_\_\_\_\_ - Mayor Trefry  
\_\_\_\_\_ - Vice Mayor Ramsay-Vickrey  
\_\_\_\_\_ - Secretary/Treasurer Harding  
\_\_\_\_\_ - Commissioner Foster  
\_\_\_\_\_ - Commissioner Raspe

**CITY OF KEY COLONY BEACH**

\_\_\_\_\_  
Patricia Trefry, Mayor

ATTEST:

\_\_\_\_\_  
Silvia Gransee, City Clerk