

June 25, 2025 City Commission Special Meeting

Item #	Task	Status	Completion Percentage	Department
25-1.1	1. Ronald Ramsingh – Although no longer employed with the City, it should be noted that we unanimously concluded that Ronald Ramsingh should have been immediately terminated for cause. Ronald Ramsingh should also be barred from future government employment, whether with the City of Key West or Monroe County.	Completed	100%	City Manager's Office 1, City Manager's Office 2
25-1.2	2. James Young – Although no longer employed with the City, it should be noted that we unanimously concluded that James Young should have been immediately terminated for cause. James Young should be barred from future government employment whether with the City of Key West or Monroe County.	Completed	100%	City Manager's Office 1, City Manager's Office 2
25-1.3	3. James Young – Complete an audit of all work done on his property at 902 Thomas Street by Strykker-Avery/Rajinhdar Ramsingh shall be thoroughly inspected at his cost under, and after-the-fact permit.	Completed	100%	Growth Management
25-1.4	4. Rajinhdar Ramsingh - Although no longer employed with the City, it should be noted that we unanimously concluded that Rajinhdar Ramsingh should have been immediately terminated for cause. Rajinhdar Ramsingh should be barred from future government employment, whether with the City of Key West or Monroe County.	Completed	100%	City Manager's Office 1, City Manager's Office 2
25-1.5	5. Rajinhdar Ramsingh – Immediately complete an audit of all work done on his property at 2827 Harris Avenue, which is currently up for sale. Notification shall be made to the real estate company listing his house that an audit of all work as well as a comprehensive inspection of all prior permits will be immediately conducted under an after-the-fact permit at his expense. Additionally, the Monroe County Property Appraiser's Office should be contacted to ensure that all prior permits and accurate data have been received, which is used to calculate valuation and ad valorem tax purposes.	In Progress	90%	Growth Management
25-1.6	6. Rajinhdar Ramsingh – Immediately complete an audit in the TRAKiT system to identify all properties either Strykker-Avery and/or Rajinhdar Ramsingh is listed as either the applicant, contractor or otherwise associated with a permit, other than as CBO. For all properties that Strykker-Avery or Rajinhdar Ramsingh performed the work and there are no inspections or CO, notification shall be made to the property owner.	In Progress	75%	Growth Management
25-1.7	7. Lissette Carey – While not charged with any criminal violations by this Grand Jury, the testimony and evidence of her actions and inactions raised many concerns in her decision-making and, more importantly, her ability to serve the city in the capacity as a commissioner. Whether it is a lack of understanding the role, duties and responsibilities the position of a City Commissioner entails, she has not demonstrated the wherewithal and convictions needed to serve in this capacity. Although having had a positive impact while in her prior role with the Housing Authority, the Grand Jury concludes and recommends that, in the interest of integrity and betterment of the city, Lissette Carey resign from her position as City Commissioner.	Completed	100%	City Manager's Office 1, City Manager's Office 2

25-1.8	8. Todd Stoughton – Todd Stoughton was the individual charged with working with the Building and Planning Departments to resolve the ongoing conflicts. Testimony and evidence received by the Grand Jury revealed that Todd Stoughton's close relationship with Ronald Ramsingh, Rajinhdar Ramsingh and Jim Young, the three indicted defendants, skewed his ability to think and act objectively, instead prioritizing the relationships over implementing real change. Whether by choice or unduly influenced by the professional and personal relationship with the three indicted defendants, Todd Stoughton's inability to do his job impartially when it came to addressing issues with CBO Ramsingh was a contributing factor to the ongoing toxic environment created with the permitting process. Despite the removal of the three indicted defendants, his prior conduct raises serious concerns about his ability to execute his current responsibilities and serve in a management/supervisory role to the betterment of those under him and the much-needed advancement of the city and its residents. The Grand Jury concludes and recommends that Todd Stoughton resign from his current position as Assistant City Manager.	Completed	100%	City Manager's Office 1, City Manager's Office 2
25-1.9	9. Establish a robust Whistleblower Protection policy and procedure to encourage city employees, residents and vendors to come forward without fear of losing their employment or face intimidation, threats or retaliation.	In Progress	90%	City Attorney
25-1.10	10. Implement strict anti-corruption policies and require the Human Resources Department to keep all formal performance evaluations in employees' files.	Completed	100%	Human Resources
25-1.11	11. Adopt an ordinance that requires each city employee to undertake ethics training that includes a review of the Conflict-of-Interest Code of Ethics Ordinance and Florida's Public Records Law. A minimum of eight (8) hours yearly for all city employees and a minimum of sixteen (16) for all Elected, Chartered Officials and Department heads.	Completed	100%	Human Resources
25-1.12	12. Codify procedures allowing for the immediate temporary suspension with pay of charter employees arrested for a criminal offense, and in the case of the filing of formal criminal charges, allow for the suspension to be without pay.	Completed	100%	City Attorney
25-1.13	13. Restructure the City of Key West organizational chart with respect to the Human Resources Department and make an independent or a charter position. Based upon the information received by the Grand Jury, there have been breakdowns/nonactions and, in some cases, retaliation when employees with concerns or issues with their supervisor or department head report issues following the Chain of Command, due in part to the current organizational structure of human resources reporting to the assistant city manager. Any employee should be able to take any issue with any other employee, regardless of their position, and feel safe, and that it will be handled by someone outside of any chain of command.	Completed	100%	City Attorney, City Manager's Office 1, City Manager's Office 2

25-1.14	<p>14. For the next fiscal year, the City of Key West should budget for an Internal Auditor who is a licensed CPA. The duties would be to conduct efficiency and performance audits of the city government and its officials with written reports submitted to the City Manager, Mayor and City Commission. The Internal Auditor would report directly to the City Manager and have free and unrestricted access to government employees, officials, records and reports where appropriate and to require all branches, departments and officials of city government to produce documents, files and other records. This will assist the city in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of the organization's risk management, controls and governance processes.</p>	Completed	100%	Finance
25-1.15	<p>15. City Commissioners – Through the evidence and testimony received by the Grand Jury, we learned that several Commissioners failed or chose not to read or follow up on reports that were commissioned/sanctioned regarding the city and were paid for with city funds. There needs to be a system in place to assure that each Commissioner fulfills their duty to the citizens of Key West to read and sign off that they have reviewed any reports commissioned/sanctioned regarding the city, whether or not city funds were expended on a particular report or review. In situations where the Commissioners will be called to act upon or vote on a matter, require that a certification of document review be executed by each Commissioner before the meeting/vote.</p>	Completed	100%	City Attorney
25-1.16	<p>16. City Attorney – The City Attorney should only be involved when there is a legal question involved. This individual should not have unlimited influence on other city employees in the execution of their duties. The City Attorney is instrumental in guiding the City Commission and Administration in the development and implementation of policies and procedures. The Grand Jury learned that the City Attorney was requiring attendance at all meetings the City Manager would conduct, be it with Commissioners, Department Heads, or employees. This led to the City Attorney being able to exercise their influence and impose their will on the individuals, preventing an open and free discussion. We would like to emphasize that the City Attorney need not attend every meeting among Commissioners, City Managers, Department Heads, and employees unless legal counsel is required and/or an agreement with all the parties for the City Attorney's presence.</p>	Completed	100%	City Attorney
25-1.17	<p>17. City Attorney – Procurement of Legal Services. We strongly recommend that Sec 2-797(4) a be revised and change the amount the City Attorney can expend without notification to the City Manager and the Commissioners from \$50,000 to \$2,500: Sec. 2-797 – Exemptions (4) Exempt contractual services and commodities. Exempt contractual services and commodities not subject to the competitive procurement requirement are as follows: a. Legal services including paralegal, expert witnesses, appraisal services and court reporters. Prior to engaging legal services estimated to have a cost in excess of \$50,000.00, the City Attorney shall notify the City Manager and the City Commission.</p>	Completed	100%	Finance

25-1.18	<p>18. Chief Building Officer – The discovery that the CBO was operating a construction company (Strykker-Avery Homes, LLC) within the City and possibly performing inspections within the City’s jurisdiction, while the acting CBO, is totally abhorrent. The CBO’s employment contract and job description should include the following stipulations as a condition of employment: The building official shall not perform, operate, or lend his/her license to any Private Provider inspection services within the City’s jurisdiction. A. The building official shall not perform any construction contracting operations or have any association, monetary or otherwise with any construction contracting within the City’s jurisdiction. B. The building official shall update all licensure information to list the City of Key West so that all notifications regarding licensure are sent to the City of Key West C. The building official shall keep current and all licensures necessary to serve as the building official and shall be subject to discipline, including suspension without pay, in the event a license becomes delinquent/inactive/disabled/suspended.</p>	Completed	100%	Human Resources
25-1.19	<p>19. Chief Building Officer – We strongly recommend that Sec. 90-301 – Enforcement Authority be revised to be consistent with Fl. Stat. 468.604: Sec. 90-301. - Enforcement authority. (a) The Chief Building Official, under the supervision of the city manager, shall administer and enforce the Florida Building Code as adopted and required by Florida Statute. The Building Official may be provided with the assistance of such other city officers and employees as the city manager may direct but in no case shall assign an unlicensed staff member to perform duties that require licensure. The Building Official shall administer the building permitting process such that all City Departments responsible for specific application reviews and/or inspections may collaborate efficiently. This shall include such departments responsible for reviewing application criteria for Fire Prevention and Life Safety, Floodplain Management, BPAS, Zoning, Land Development Regulations, Historic District Development, Utilities, Parking, Urban Forestry, Roadways and traffic. land development regulations.</p>	In Progress	90%	Growth Management
25-1.20	<p>20. The City Planner – We strongly recommend that Sec. 90-301 – Enforcement Authority be revised as follows: Sec. 90-301. - Enforcement authority. (b) The City Planner, under the supervision of the City Manager, shall have the administrative responsibility to interpret the land development regulations. Such interpretations shall be in writing and accompanied by review and written consent by the city attorney</p>	In Progress	90%	City Attorney, Growth Management
25-1.21	<p>21. The City Code Official - We strongly recommend that Sec. 90-301 – Enforcement Authority be revised and the following subsection be added: Sec. 90-301. - Enforcement authority. (c) The City Code Official, under the supervision of the City Manager, shall enforce the City Ordinances, which include the Florida Building Code by reference and the land development regulations with the collaborative assistance of the Planning and Building staff.</p>	In Progress	90%	Growth Management

25-1.22	<p>22. Establish a Citizen Advisory Committee to provide recommendations on specifically identified building permit-related matters and city proposals. This advisory board would provide input and recommendations on proposed projects, ensuring community participation and transparency in the decision-making process. The Committee would review project details, listen to public feedback, and offer suggestions in the form of a report to city officials based on what is gathered through public comment or meetings held. The ultimate decision-making still falls within the authority of the commission, however, this would allow for more citizen input than the 3-minute comment period at a commission hearing, after only 2-3 days to review the agenda item along with the data and analysis. This will provide a structural way for residents to engage in the decisionmaking process as well as help prevent conflicts and delays in project implementation.</p>	Completed	100%	City Attorney, City Manager's Office 1, City Manager's Office 2
25-1.23	<p>23. TRAKIT is the current system the City uses for permitting, code and project development. We learned that there is a way the program can be set up so that a permit application can automatically be sent to all the different departments for review and approval, taking the human factor out of the process. Additionally, a Building Permit Check List by Job or Trade could be put together, as was previously done by former Historic Preservation Manager Enid Torregrosa-Silva, to provide guidance for the appropriate departments that need to review permits received.</p>	In Progress	50%	Growth Management
25-1.24	<p>24. In order to prevent circumvention of any necessary reviews or variance requirements, it is recommended that when a variance is denied, there be some type of 'red flag' entered in the system under the property's address. In the event another permit is applied for, the previous application and the denial can be reviewed to ensure the new application is processed appropriately.</p>	In Progress	50%	Growth Management
25-1.25	<p>25. Complete an audit for all expired permits. The CBO is to create a matrix with the categories of permits that may qualify for 'Administrative Closure" with no final inspection. Permits that should not qualify for closure without a final inspection should be for minor work and not involve any life-safety impacts, i.e. nothing structural, electrical, fuel, gas, egress, change of use, or commercial.</p>	In Progress	10%	Growth Management
25-1.26	<p>26. Establish a process that notifies permit holders when a permit will expire without an approved inspection within 60 days. Upon the expiration of the permit, a code visit should be scheduled and/or the property owner contacted for them to provide the status of the work completed or notify that it has been cancelled. All of which is to be documented within TRAKIT. Establish a fee/penalty schedule for expired permits based upon the length of time the permit was expired to be assessed prior to a Certificate of Occupancy (CO) being issued.</p>	In Progress	50%	Growth Management
25-1.27	<p>27. Those properties/projects that fall under the jurisdiction of HARC and need to be inspected shall be inspected by a HARC inspector, unless there is a written agreement/permission by HARC (noted in the system by a HARC representative, not the CBO or building inspector) for a building inspector to complete the inspection.</p>	Completed	100%	Growth Management