



# City of Key West, FL

Old City Hall  
510 Greene Street  
Key West FL 33040

## Meeting Agenda Full Detail City Commission

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Tuesday, May 6, 2014

6:00 PM

Old City Hall

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**ADA Assistance:** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number at 305-809-1000 or the ADA Coordinator at 305-809-3731 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

**CALL MEETING TO ORDER**

**ROLL CALL**

**INVOCATION** - Reverend Dr. Randolph Becker, Unitarian Universalist Fellowship

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA**

**PROCLAMATIONS**

1 Peace Officers Memorial Day and Key West Police Week

**Sponsors:** Mayor Cates

**Attachments:** [Proclamation](#)

2 Motorcycle Safety Awareness Month

**Sponsors:** Mayor Cates

**Attachments:** [Proclamation](#)

3 Visiting Nurse Association & Hospice of the Florida Keys  
Celebrating 30 years of "Caring for the Keys"

**Sponsors:** Mayor Cates

**Attachments:** [Proclamation](#)

**PRESENTATIONS**

**City Attorney's Report**

**City Manager's Report**  
**- Ambassador's Graduation Class 22**

**CONSENT AGENDA\***

\*Item is considered to be routine and enacted by one motion with no separate discussion, unless requested by a Commission Member or citizen, in which event the item will be removed from the order and considered in its normal sequence on the agenda. The City of Key West may take action on any matter during this meeting, including items that are not set forth within this agenda.

**MINUTES**

4 \*April 1, 2014 (Regular)

Attachments: [Minutes](#)

**RESOLUTIONS**

5 \*Reappointing John G. Parks, Jr. to the Housing Authority of the City of Key West Board of Commissioners.

Sponsors: Mayor Cates

Attachments: [Resolution](#)  
[Letter from Housing Authority](#)  
[Resume John Parks](#)  
[Certification of Appointment-Parks](#)

6 \*Urging Southwest Airlines to continue to provide regular service to the Key West International Airport.

Sponsors: Commissioner Weekley

Attachments: [Resolution](#)

7 \*Urging President Raul Castro and the Government of Cuba to release Alan Gross from prison and return him to his family and home in the United States of America.

Sponsors: Commissioner Yaniz

Attachments: [Resolution](#)  
[Letter of Support from CBZ-Dudai](#)

- 8                    \*Authorizing Mel Fisher Days, Inc. to conduct a 2014 celebration of the finding of the Atocha on Saturday, July 12, 2014 during the hours of 11:00 A.M. to 9:00 P.M.; Authorizing the closure of the 100 & 200 blocks of Duval Street including Greene Street from Telegraph Lane to Ann Streets from 8:00 A.M. to 11:00 P.M.; Granting a Special Event Permit pursuant to Section 6-86 of the Code of Ordinances from 8:00 A.M. to 11:00 P.M.; Authorizing the sale and consumption of alcoholic beverages within the enclosed area.
- Sponsors:**        City Manager Vitas
- Attachments:**    [Resolution](#)
- [Application](#)
- [Advertisement](#)
- 9                    \*Authorizing 551 Teen Club of Key West to conduct a reunion at Bayview Park on Friday, August 8, 2014 from 5:00 P.M. to 11:00 P.M.; Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within the enclosed area; Granting a Special Event Permit pursuant to Section 6-86 of the Code of Ordinances from 5:00 P.M. to 11:00 P.M.
- Sponsors:**        City Manager Vitas
- Attachments:**    [Resolution](#)
- [Application](#)
- [Advertisement](#)
- 10                   \*Granting a Special Event Permit pursuant to Section 6-86 of the Code of Ordinances to Just Save the Date, LLC for a wedding ceremony and reception at the Hemingway House on Whitehead Street during the hours of 5:30 P.M. (12/31/2014) to 1:00 A.M (01/01/2015) on Wednesday, December 31, 2014 and Thursday, January 1, 2015.
- Sponsors:**        City Manager Vitas
- Attachments:**    [Resolution](#)
- [Application](#)
- [Advertisement](#)
- 11                   \*Extending the term of the Historic District Signage Task Force for six months.
- Sponsors:**        City Attorney Smith
- Attachments:**    [Resolution](#)
- [Resolution 13-266 Creating Historic Signage Task Force](#)

- 12                    \*Approving the City Clerk Performance Evaluation.
- Sponsors:**      City Manager Vitas
- Attachments:**   [Resolution](#)  
[Evaluation Form](#)  
[Commissioner Johnston's Evaluation](#)  
[Commissioner Lopez' Evaluation](#)  
[Commissioner Rossi's Evaluation](#)  
[Commissioner Wardlow's Evaluation](#)  
[Commissioner Weekley's Evaluation](#)  
[Commissioner Yaniz' Evaluation](#)  
[Mayor Gates's Evaluation](#)  
[Evaluation Calculation](#)
- Legislative History**
- 4/1/14              City Commission                    Postponed
- 13                    \*Approving one year extension of the contract for Merchant Services between the City of Key West and First State Bank of the Florida Keys.
- Sponsors:**      City Manager Vitas
- Attachments:**   [Resolution](#)  
[Executive Summary](#)  
[Resolution 11-146 Merchant Services Contract](#)  
[Resolution 11-111](#)
- 14                    \*Designating the signatures of certain City Personnel for the withdrawal of City funds from First State Bank and other authorized depositories of City funds.
- Sponsors:**      City Manager Vitas
- Attachments:**   [Resolution](#)  
[Executive Summary](#)  
[Resolution 13-195](#)
- 15                    \*Approving Amendment 1 to Task Order 3-12 Ports to CH2M Hill for Engineering Services, for additional tasks related to the design and preparation of bid documents for Bulkhead Repair/Replacement at Zero Duval and the Berthing Improvements to the Mallory Square T-Pier in an additional total amount not to exceed \$7,524.00.
- Sponsors:**      City Manager Vitas
- Attachments:**   [Resolution](#)  
[Executive Summary](#)  
[Amendment 1 to Task Order](#)  
[Resolution 12-168 Zero Duval and Mallory Square](#)  
[FSTED Grant for Mallory Square Timeline](#)

- 16 \*Approving a Task Order under the City's General Services Contract with Douglas N. Higgins, Inc. in a total amount not to exceed \$81,317.08 for sidewalk replacement/installation in the 800 block of Southard Street.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[DN Higgins Proposal](#)  
[Resolution 13-314](#)
- 17 \*Ranking the respondents to City of Key West - Request for Qualifications (RFQ) 14-001 - Design of Bus Aprons - Lower Florida Keys; Authorizing the City Manager to negotiate and execute a contract in substantial compliance with the RFQ with the highest ranked firm.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Ranking Committee Results](#)  
[RFQ 14-001 Bus Apron Design](#)  
[Addendum #1 Bus Aprons RFQ 14-001](#)  
[Locations North Bound](#)  
[Locations South Bound](#)  
[SRS Engineering Proposal](#)  
[CGA Proposal](#)  
[FL04-0132 - Bus Apron Grant \(Current\)](#)
- 18 \*Authorizing the City Manager to execute and submit to the Federal Transit Administration (FTA) the attached Triennial Update to the "City of Key West Department of Transportation Federal Transit Administration Title VI / Civil Rights Program Plan".
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Title VI Program Plan \(2014\)](#)  
[EEO Plan \(2014\)](#)
- 19 \*Authorizing the approval of Task Order 01-2014-IMPACT for Arcadis, d/b/a Malcolm Pirnie, Inc. in an amount not to exceed \$80,000.00 to provide an Impact Rate Study; Approving necessary budget transfers.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Resolution13-053 - Malcolm Pirnie Final One Year Contract Extension](#)

- 20** \*Approving the attached Supplemental Joint Participation Agreement Number One (SJPA #1) for Contract ARB19 between the Florida Department of Transportation (FDOT) and the City of Key West, to amend the maximum participation or grant award from FDOT from \$542,452.00 to \$433,406.00, reflecting a reduced amount, to be used for operating expenses of Fixed Route Bus Transit System.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Supplemental Joint Participation Agreement #1 \(ARB19 - \\$433,406\)](#)  
[Resolution 14-049](#)
- 21** \*Approving the attached Supplement Number Three (3) to the Joint Participation Agreement (JPA) for Contract AQN20 between the Florida Department of Transportation (FDOT) and the City of Key West, to amend the maximum participation or grant award from FDOT from \$3,781,266.00 to \$3,225,600.00, reflecting a reduced amount to be used for construction costs or related capital expenses of the New Transit Facility at 5701 College Road, Key West, Florida.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Supplemental Joint Participation Agreement #3](#)  
[Resolution13-171](#)  
[Resolution 12-316](#)  
[Resolution 12-209](#)
- 22** \*Authorizing the purchase of an IES Interactive Training MILO Range 4 PRO High Definition Training Simulator Upgrade Package from IES Interactive Training USA, on a Sole Source Basis in accordance with City Code Section 2-797(1), in the total amount of \$24,286.50.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Milo Range 4 Pro Brand Name Sole Source memo](#)  
[Milo Range 4 Pro Quote](#)

- 23** \*Authorizing the City Manager to apply for and accept a 2013-14 Florida Department of Transportation (FDOT) Highway Safety Grant in the amount of \$80,000.00 for the “Not One More: Police Traffic Services Enforcement Campaign” (Project No. PT-14-12-11) through the US Department of Transportation National Highway Traffic Safety Administration Grant to the Florida Department of Transportation.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[2013-14 FDOT Traffic Safety Grant Application](#)  
[FY13-14 Traffic Safety Funding Letter FDOT](#)
- 24** \*Directing Staff to proceed immediately with the planning, design and engineering necessary to assemble a Major Development Plan for the reconstruction of the Community Services Facility located at 627 Palm Avenue.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Attachment 1 Site Selection report](#)  
[Appendix A Community Services Space Allocation and Programmed Needs](#)  
[Appendix B Current Sites In Use](#)
- 25** \*Rescinding Resolution 14-084, in order to rescind the award of bid to T. Mac Wilder & Associates; Awarding the bid of JSM Services, Inc. to Resod the Truman Annex Sports Field in accordance with the terms specified in ITB #14-011 in an amount not to exceed \$118,090.00; Authorizing the City Manager to enter into a contract in substantial conformance with the contract documents contained in the bid package on behalf of the City of Key West.
- Sponsors:** City Manager Vitas
- Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Bid Tabulation Memo from City Clerk](#)  
[ITB #14-011 Resod Truman Annex Sports Field](#)  
[Addendum No. 1](#)  
[Addendum No. 2](#)  
[Bid proposal from JSM Services, Inc](#)  
[Bid T Mac Wilder LLC](#)  
[T Mac Wilder Withdrawal Letter](#)

- 26 \*Authorizing a Purchasing Exception pursuant to Section 2-797 of the Code of Ordinances, to allow cumulative expenditures during FY 13-14 to Environmental Products of Florida for street sweeper repair and service parts in a total amount not to exceed \$52,500.00.

**Sponsors:** City Manager Vitas

**Attachments:** [Resolution](#)

[Executive Summary](#)

[Budget Transfer](#)

- 27 Approving the award of bid to Advanced Disposal Services Solid Waste Southeast, Inc., in response to ITB 14-009, for Solid Waste Collection and Processing Services; Authorizing the City Manager to execute a contract in substantial conformance with the bid documents.

**Sponsors:** City Manager Vitas

**Attachments:** [Resolution](#)

[Executive Summary](#)

[City Clerk Bid Tabulation](#)

[Price Summary - Kessler Consulting](#)

[Advanced Disposal Bid](#)

[ITB 14-009 Request for Clarification - Advanced Disposal](#)

[Advanced Disposal References](#)

[Waste Management Proposal](#)

[Waste Management 2012 Annual Report](#)

[ITB 14-009 Request for Clarification - Waste Management](#)

[Waste Management References](#)

[ITB 14-009 - Bid Documents for Solid Waste Collection and Processing Service](#)

[ITB 14-009 - Bid Price Form](#)

[ITB 14-009 Addendum 1](#)

[ITB 14-009 Addendum 2](#)

[ITB 14-009 Addendum 2, Attachment A - Commercial Customer List](#)

[ITB 14-009 Addendum 2, Attachment B - Transfer Station Job Descriptions](#)

[ITB 14-009 Addendum 2, Attachment C - Waste Management Collection Contra](#)

[ITB 14-009 Addition Bid Info - City of Key West Solid Waste Master Plan](#)

[ITB 14-009 Addition Bid Info - City of Key West Solid Waste Transfer Station O](#)

[ITB 14-009 Addition Bid Info - City of Key West Solid Waste Transfer Station Se](#)

[Letter from Key West Business Guild](#)

[Letter From Rick Boettger](#)



- 28 Approving an easement of approximately 129.40 square feet to address the encroachment of an existing concrete front porch, balcony and eaves that encroach on City right of way abutting the property located at 801 Emma Street, Key West, Florida, (RE #00014640-000000, AK #1015024); Providing fees and conditions.

**Sponsors:** City Manager Vitas

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Surveys](#)  
[Historic Photos](#)  
[Site Photos](#)  
[Verification - Deed](#)  
[Application Package](#)

**Legislative History**

3/14/14	Development Review Committee	Received and Filed
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- 29 Approving a Minor Development Plan for real property located at 512 and 524 Eaton Street; Providing for conditions.

**Sponsors:** City Manager Vitas

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Application](#)  
[Planning Board Resolution 2014-10](#)  
[Site Plans](#)

**Legislative History**

9/26/13	Development Review Committee	Received and Filed
1/23/14	Planning Board	Passed

- 30** Granting approval to a Major Development Plan and Conditional Use Approval for development of the Truman Waterfront parcel located in the Historic Public Service and Semipublic Service-1 (HPS-1), Historic Medium Density Residential (HMDR), Historic Residential Commercial Core-4 (HRCC-4) and the Historic Neighborhood Commercial-2 (HNC-2) Zoning Districts (RE #00001630-001000, AK #9038855; RE #00001630-001100, AK #9038866), Key West, Florida; Providing conditions.

**Sponsors:** City Manager Vitas

**Attachments:** [Resolution](#)

[Executive Summary and Revised Master Plan Navy Roadway](#)

[Planning Board Approvals](#)

[Staff Report and Exhibits](#)

[Site Plan](#)

[14-095 LRA Task Order 2 Bermello Ajamil Truman Waterfront Upland Design](#)

**Legislative History**

1/31/13	Development Review Committee	Received and Filed
3/14/14	Development Review Committee	Received and Filed
3/20/14	Planning Board	Passed

**ORDINANCES - SECOND READING (Public Hearing)**

- 31** An Ordinance of the City of Key West, Florida, amending Chapter 18 "Businesses", Article II "Alcoholic Beverages", Division 2 "Entertainment License", to amend Section 18-56 regarding Definitions; by Amending Section 18-59 to update Definitions; by Amending Section 18-60 to increase the number of violations before an entertainment license may be revoked or suspended; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Commissioner Weekley

**Attachments:** [Ordinance](#)

[Memo from City Attorney](#)

**Legislative History**

4/1/14	City Commission	Postponed
4/22/14	City Commission	Passed to Second Reading

- 32** An Ordinance of the City of Key West, Florida, amending Chapter 66 of the Code of Ordinances entitled "Taxation" by amending Section 66-56 to provide for an additional Homestead Exemption in the amount of \$50,000.00, retroactively effective to the 2013 tax roll, for any person with legal or equitable title to real estate and maintains thereon permanent residence as owner, who has attained the age of 65, and whose household income does not exceed \$20,000.00; Directing the City Clerk to deliver a copy of this Ordinance to the Property Appraiser; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Attorney Smith

**Attachments:** [Ordinance](#)

**Legislative History**

4/1/14 City Commission Passed to Second Reading

- 33** An Ordinance of the City of Key West, Florida, amending Chapter 82 of the Code of Ordinances entitled "Waterways" by amending Section 82-31 to add definitions and amend regulations regarding unlawful docking and mooring; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Vitas

**Attachments:** [Ordinance](#)

[Executive Summary](#)

[Section 82-31 Redlined](#)

[Section 82-31 Current](#)

[Section 82-31 Proposed](#)

[Dinghy Dock Pump-out Policy](#)

[PumpOut USA Sticker](#)

**Legislative History**

12/11/13	Key West Bight Management District Board	Postponed
1/15/14	Key West Bight Management District Board	Passed
4/1/14	City Commission	Passed to Second Reading

**CITIZEN COMMENTS**

**COMMISSION COMMENTS**

**ADJOURNMENT**