



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### City Commission

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Wednesday, January 19, 2022

5:00 PM

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 1-800-955-8771 or for voice 1-800-955-8770 or the ADA Coordinator at 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

**FOR VISUAL PRESENTATIONS:** Individuals are responsible to share their presentation at the meeting on their laptop through Zoom. For City Commission meetings the City Clerk's Office will need a copy for the agenda at least 6 days before the meeting.

**CALL MEETING TO ORDER - 5:00 P.M.**

#### ROLL CALL

**Present** 7 - Commissioner Davila, Commissioner Hoover, Vice Mayor Kaufman, Commissioner Lopez, Commissioner Wardlow, Commissioner Weekley and Mayor Johnston

#### PLEDGE OF ALLEGIANCE TO THE FLAG

**APPROVAL OF AGENDA - The agenda was unanimously approved as amended.**

#### PROCLAMATION

**1 Jason Barroso and the Key West Fire Department**

**Sponsors:** Commissioner Hoover, Commissioner Lopez and Commissioner Davila

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

Received and Filed

**2 Keys to Be the Change Mentoring Day**

**Sponsors:** Mayor Johnston

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

Received and Filed



**PRESENTATIONS Cont'd**

5 FIRM 2021 Update - Mel Montagne, President of FIRM

Sponsors: City Manager McLaughlin

Attachments: [Presentation](#)

Received and Filed

City Attorney's Report

City Manager's Report

**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**

6 \*January 4, 2022

Attachments: [Minutes](#)

Passed

**RESOLUTIONS Cont'd**

7 \*Reappointing Frank Balbuena to the Key West Contractor's Examining Board.

Sponsors: Mayor Johnston

Attachments: [Resolution](#)  
[Request for reappointment](#)  
[Balbuena Resume CEB](#)

Passed

Enactment No: Res 22-017

8 \*Reappointing Domingo Castellanos to the Key West Contractor's Examining Board.

**Sponsors:** Mayor Johnston

**Attachments:** [Resolution](#)  
[Request for reappointment](#)  
[Castellanos Resume CEB](#)

**Passed**

Enactment No: Res 22-018

9 \*Reappointing Rick Milelli to the Contractor's Examining Board.

**Sponsors:** Mayor Johnston

**Attachments:** [Resolution](#)  
[Request for reappointment](#)  
[Milelli Resume CEB](#)

**Passed**

Enactment No: Res 22-019

10 \*Reappointing Kathryn Norris to the Contractor's Examining Board.

**Sponsors:** Mayor Johnston

**Attachments:** [Resolution](#)  
[Request for reappointment](#)  
[Norris Resume CEB](#)

**Passed**

Enactment No: Res 22-020

11 \*Reappointing Raymond Vazquez to the Contractor's Examining Board.

**Sponsors:** Mayor Johnston

**Attachments:** [Resolution](#)  
[Request for reappointment](#)  
[Vazquez Resume CEB](#)

**Passed**

Enactment No: Res 22-021

- 12 \*Reappointing Charles Waite to the Key West Contractor's Examining Board.

**Sponsors:** Mayor Johnston

**Attachments:** [Resolution](#)  
[Request for reappointment](#)  
[Waite Resume CEB](#)

**Passed**

Enactment No: Res 22-022

- 13 \*Authorizing the Annual Kelly McGillis Classic International Women's Flag Football Championship and World Challenge Games to hold a parade on Thursday, January 27, 2022 from 6:00 P.M. to 7:00 P.M. the teams will march from Lands End Marina - 231 Margaret Street to Caroline Street, to William Street, to Lazy Way Lane, to Elizabeth Street, and ending at United and Duval Streets; Authorizing the closure of said streets for the parade; Authorizing the Key West Women's Flag Football League the use of Dewitt's Roberts Fields and Poinciana Fields for their tournament.

**Sponsors:** City Manager McLauchlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Application](#)  
[IWFFA Covid Plan](#)

**Passed**

Enactment No: Res 22-023

- 14 \*Authorizing the Key West Business Guild, Inc. to conduct the Annual Headdress Ball at the Truman Waterfront Coffee Butler Amphitheater on Saturday, February 26, 2022 from 6:30 P.M. to 11:30 P.M.; (set up Friday, February 25, 2022); Pursuant to terms and conditions set forth by the City Manager; Authorizing the sale and consumption of alcoholic beverages within an enclosed area.

**Sponsors:** City Manager McLaughlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Application](#)  
[Covid Plan](#)

**Passed**

Enactment No: Res 22-024

- 15 \*Authorizing Mote Marine Laboratory, Inc. to conduct a "Florida Keys Ocean Festival" at the Truman Waterfront 38 East Quay Road (Eco-Discovery) and the grassy area on Saturday, April 23, 2022 from 10:00 A.M. to 4:00 P.M. (set up Friday, April 22, 2022); Pursuant to terms and conditions set forth by the City Manager; Authorizing the use of the Truman Waterfront next to the Eco-Discovery from 10:00 A.M. to 4:00 P.M.; Authorizing the sale and consumption of alcoholic beverages within the barricaded area.

**Sponsors:** City Manager McLaughlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Application](#)  
[Mote Covid Plan](#)

**Passed**

Enactment No: Res 22-025

16

\*Approving the allocation of an additional \$50,000.00 to the Florida Keys AHEC in support of testing for COVID-19 for local residents/students/workforce; Directing the City Manager to work with the City Attorney to prepare and execute an addendum to the current Memorandum of Understanding, or a new Memorandum of Understanding, with the Keys AHEC Health Centers to ensure that funds will be used specifically for purposes of testing and related activities; Authorizing any necessary budget transfers or adjustments.

**Sponsors:** City Manager McLaughlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[City of KW Covid Testing Proposal](#)  
[Resolution 21-106](#)  
[Stop Gap Measure COVID Support Proposal](#)  
[Resolution 21-200](#)  
[AHEC Testing Memorandum of Understanding](#)

**Passed**

Enactment No: Res 22-026

17

\*Authorizing pursuant to Section 2-797(1) and 2-797(3) the purchase of a Vactor 2100i Combination Sewer Cleaning (CSC) Machine in an amount not to exceed \$297,109.56, with credit for the Trade-In Allowance (\$120,000) for one 2015 City-owned Vactor vehicle, from Environmental Products of Florida through the Sourcewell Cooperative Purchasing Contract (Sourcewell) RFP #101221, City of Key West Member Number 58115; Authorizing the City Manager to execute necessary documents.

**Sponsors:** City Manager McLaughlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[2022 Vactor Truck Quote](#)  
[Vactor pricing 2022](#)  
[Vactor sole source 2022](#)  
[Sourcewell Vactor Contract](#)  
[Vactor Sourcewell Pricing](#)

**Passed**

Enactment No: Res 22-027



18

\*Approving a Change Order to Task Order No. 9 to Black & Veatch Corporation for engineering and design services for replacement of activated sludge pumps, to include return activated sludge and waste activated sludge plumbing at the Richard A. Heyman Environmental protection Facility in an amount not to exceed \$55,358.00; Authorizing any necessary budget adjustments; Authorizing the City Manager to execute documents upon consent of the City Attorney.

**Sponsors:** City Manager McLaughlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Change Order](#)  
[Res 17-288 Eng Services](#)  
[Black & Veatch Engineering Services Agreement](#)  
[Res 20-142 Renew Gen Eng Svcs](#)  
[BV Engineering 2020 Extension](#)

**Passed**

Enactment No: Res 22-028

19

\*Authorizing execution of the attached "First Amendment Agreement to Furnish Emergency Management Consulting Services," to amend Section 11 of the Agreement regarding Term and Termination between the City and Tidal Basin Government Consulting, LLC (Tidal Basin) for Emergency Management Consulting Services consistent with the original RFP; Authorizing the City manager to negotiate and execute necessary documents, upon advice and consent of the City Attorney.

**Sponsors:** City Manager McLauchlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[RFP 002-20 Emergency Consulting Services](#)  
[20-068 Emergency Management Consulting Services](#)  
[2nd Extension and Resolution](#)  
[Tidal Basin - 1st Amendment Term](#)

Enactment No: Res 22-029

20

\*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 McLauchlin

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

**Passed**

Enactment No: Res 22-030

21

\*Approving the attached "Memorandum of Agreement Between the Florida Department of Transportation, District Six (FDOT-6) and the City of Key West" for the Keys Connecting Overseas to Advance Safe Travel (KEYS COAST) Connected Vehicle (CV) Pilot Project; Authorizing the City Manager to execute necessary documents upon advice and consent of the City Attorney.

**Sponsors:** City Manager McLauchlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Keys COAST MOA](#)  
[Keys COAST Project Information Sheet](#)  
[Keys COAST FAQs](#)  
[Monroe County Keys COAST MOA](#)

**Passed**

Enactment No: Res 22-031

22

\*Approving the attached (Amendment Three) "Public Transportation Amendment to the Public Transportation Agreement" (PTGA) FM444447-1-94-01 and 444447-1-94-02 between the Florida Department of Transportation (FDOT) and the City of Key West for the Mallory T-Pier Extension/Improvements Project to add fiscal year 2022 funding of \$350,000.00 with a \$116,667.00 (25%) City match (\$466,667.00 total); Approving necessary budget adjustments; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney.

**Sponsors:** City Manager McLauchlin

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Amendment Three](#)  
[Resolution 19-129](#)  
[Resolution 19-363](#)  
[Resolution 21-119](#)

**Passed**

Enactment No: Res 22-032

**Approval of the Consent Agenda**

**A motion was made by Commissioner Weekley, seconded by Commissioner Lopez to Approve the Consent Agenda. The motion was carried unanimously.**

**23**

Allow the inclusion of an "Invocation" as a component of the first regular City Commission meeting agenda of each month in the City of Key West; Directing the City Clerk to establish a database and first-come, first-serve schedule for volunteer Invocation speakers.

**Sponsors:** Commissioner Lopez

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

**A motion was made by Commissioner Lopez, seconded by Commissioner Wardlow, that the Resolution be Passed. The motion carried by the following vote:**

**No:** 2 - Commissioner Weekley and Mayor Johnston

**Yes:** 5 - Commissioner Davila, Commissioner Hoover, Vice Mayor Kaufman, Commissioner Lopez and Commissioner Wardlow

Enactment No: Res 22-033

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

24

An Ordinance of the City of Key West, Florida, amending Chapter 122 of the Code of Ordinances, entitled “Zoning”, Article V, entitled “Supplementary District Regulations”, Division 7, entitled “Transient Living Accommodations in Residential Zoning Districts”; by amending Section 122-1371 entitled, “Transient Living Accommodations in Residential Dwellings; Regulations” by increasing the inspection and enforcement fee through a City Commission Resolution, and establishing a renewal period, delinquent fee, and transfer fee; pursuant to Chapter 90, Article VI, Division 2; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager McLauchlin

**Attachments:** [Ordinance](#)  
[Executive Summary](#)  
[EXHIBIT A](#)  
[Staff Report](#)  
[PB RES 2021-49 LDR Text Amendment - Transient Medallion Ordinance](#)  
[Resolution Transient Fee Schedule](#)

**A motion was made by Vice Mayor Kaufman, seconded by Commissioner Davila, that the Ordinance be Adopted with incorporating the Executive Summary. The motion carried by the following vote:**

**No:** 1 - Commissioner Weekley

**Yes:** 6 - Commissioner Davila, Commissioner Hoover, Vice Mayor Kaufman, Commissioner Lopez, Commissioner Wardlow and Mayor Johnston

Enactment No: Ord 22-02

25

An Ordinance of the City of Key West, Florida, amending Chapter 2 of the Code of Ordinances entitled "Administration" by amending Section 2-939 "Licenses" to authorize the City Manager to permit the revocable use of City Right of Way for sidewalk dining under specified conditions; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager McLaughlin

**Attachments:** [Ordinance](#)  
[Executive Summary](#)  
[Sidewalk Cafe 2021 Application](#)  
[Fee Schedule Sidewalk Cafe Exhibit A](#)

**A motion was made by Commissioner Weekley, seconded by Commissioner Lopez, that the Ordinance be Adopted with incorporating Executive Summary. The motion carried by the following vote:**

**No:** 1 - Commissioner Wardlow

**Yes:** 6 - Commissioner Davila, Commissioner Hoover, Vice Mayor Kaufman, Commissioner Lopez, Commissioner Weekley and Mayor Johnston

Enactment No: Ord 22-03

26

An Ordinance of the City of Key West, Florida, amending Chapter 2 of the Code of Ordinances, entitled "Administration" Article V, Division 8, Art in Public Places Board, by amending Section 2-487, entitled "Funding of Art in New Construction and Major Renovation Projects" to remove a provision for case-by-case exemption by the City Commission of non-profits; Providing for Severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Commissioner Davila

**Attachments:** [Ordinance](#)  
[AIPP Minutes 12-9-21](#)

**A motion was made by Commissioner Davila, seconded by Commissioner Weekley, that the Ordinance be Adopted. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Davila, Commissioner Hoover, Vice Mayor Kaufman, Commissioner Lopez, Commissioner Wardlow, Commissioner Weekley and Mayor Johnston

Enactment No: Ord 22-04

**DISCUSSION**

27

Charter Review Proposed Changes

**Sponsors:** City Manager McLauchlin

**Attachments:** [Proposed Changes](#)

Discussed

**CITIZEN COMMENTS**

**COMMISSION COMMENTS**

**ADJOURNMENT - 6:27 P.M.**