



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### City Commission

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Tuesday, August 21, 2018

6:00 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.

**ALL VISUAL PRESENTATIONS FOR AGENDA ITEMS MUST BE RECEIVED (24) TWENTY-FOUR HOURS PRIOR TO THE MEETING.**

**CALL MEETING TO ORDER - 6:02 P.M.**

#### ROLL CALL

**Present** 7 - Commissioner Kaufman, Commissioner Lopez, Commissioner Payne, Commissioner Romero, Commissioner Wardlow, Commissioner Weekley and Mayor Cates

**INVOCATION - Vice-Mayor Clayton Lopez**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA**

*The Agenda was approved as changed unanimously*

#### PROCLAMATIONS

#### 1 Women's Equality Day

**Sponsors:** Mayor Cates and Commissioner Kaufman

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

**Received and Filed**

**PRESENTATIONS**

- 2                      20 Year Service Recognition - Roberto Llagostera,  
Pool/Facility Supervisor for Community Services  
Sponsors:           City Manager Scholl  
Received and Filed
- 3                      50 Year Service Recognition - Mary Canalejo, Executive  
Administrative Assistant, Key West Police Department  
Sponsors:           City Manager Scholl  
Received and Filed
- 4                      Solid Waste Master Plan update  
Sponsors:           City Manager Scholl  
Attachments:       [Presentation](#)  
                              [Report](#)  
Received and Filed
- City Attorney's Report**
- City Manager's Report**  
                          - Key West Police Department Promotions:
- Sergeant Randy Smith to Lieutenant**  
                          **Detective Mark Siracuse to Sergeant**
- Recognizing outgoing Commissioners Payne and Romero  
                          and Mayor Cates

**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**

**5                    \*August 7, 2018 (Regular)****Attachments:**     [Minutes](#)**Approved****RESOLUTIONS****6                    \*Re-appointing John G. Parks, Jr. to the Housing Authority  
of the City of Key West Board of Commissioners.****Sponsors:**       Mayor Cates**Attachments:**     [Resolution](#)  
                             [Resume](#)  
                             [Letter from Executive Director Manuel Castillo, Sr.](#)  
                             [Certification of Appointment](#)**Passed**

Enactment No: 18-241

**7                    \*Re-appointing Roosevelt Sands, Jr. to the Housing  
Authority of the City of Key West Board of Commissioners.****Sponsors:**       Mayor Cates**Attachments:**     [Resolution](#)  
                             [Letter to Mayor-Sands Re-appointment-2018](#)  
                             [Resume](#)  
                             [Certification of Appointment](#)**Passed**

Enactment No: Res 18-242

8

**\*Approving the City Clerk Performance Evaluation.**

**Sponsors:** Commissioner Romero

**Attachments:**

[Resolution](#)

[Performance Evaluation form for City Clerk](#)

[Evaluation Calculation](#)

[Mayor Cates's Evaluation](#)

[Commissioner Kaufman's Evaluation](#)

[Commissioner Lopez's Evaluation](#)

[Commissioner Payne's Evaluation](#)

[Commissioner Romero's Evaluation](#)

[Commissioner Wardlow's Evaluation](#)

[Commissioner Weekley's Evaluation](#)

## Passed

Enactment No: Res 18-243

9

**\*Designating the Plaza located in the Clayton Sterling Complex as "The Richie Garcia Baseball Plaza".**

**Sponsors:** Commissioner Wardlow

**Attachments:**      [Resolution](#)

## Passed

Enactment No: Res 18-244

10

**\*Approving transfer of Mobile Vendor License (MVL) #23372 from Che Andre to Kathleen Hemmesch due to hardship.**

**Sponsors:** City Manager Scholl

**Attachments:**      [Resolution](#)  
[Request to transfer Mobile Vendor License](#)

## Passed

Enactment No: Res 18-245

11

\*Approving the attached Grant Award Agreement with the Monroe County Tourist Development Council (TDC) for funding in the amount of up to \$586,000.00 for the Smathers Beach Restrooms Facility-West Project.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Grant Award Agreement](#)  
[Application](#)

**Passed**

Enactment No: Res 18-246

12

\*Approving the attached Second Amendment to Lease between the City of Key West and Tropical Shell and Gifts, Inc. for the Key West Aquarium property.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Second Amendment to Lease](#)  
[Exhibit A](#)  
[Exhibit B](#)  
[Resolution 78-87](#)  
[Resolution 81-092](#)  
[Resolution 95-419](#)

**Passed**

Enactment No: Res 18-247

13

\*Approving a Task Order for construction Phase Services for the Aquarium Seawall repair Project by Tetra Tech, Inc. in a total amount not to exceed \$113,207.00, under the City's Environmental Engineering Service Contract, as amended; Authorizing any necessary budget transfers/amendments; Authorizing the City Manager to execute necessary documents upon consent of the City Attorney.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Tetra Aquarium Services proposal](#)  
[Resolution 18-057](#)  
[Resolution 17-299](#)  
[Tetra Executed contract extension](#)  
[Tetra Tech Original Agreement](#)

**Passed**

Enactment No: Res 18-248

14

\*Authorizing the Key West Fire Department to accept an Emergency Medical Services (EMS) Matching Grant (ID Code M6056) from the Florida Department of Health (FDOH) EMS Trust Fund in the amount of \$142,283.00; Authorizing necessary Budget amendments; Authorizing the City Manager or designee to execute necessary documents.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Grant Award Letter](#)  
[EMS Grant Application](#)

**Passed**

Enactment No: Res 18-249

15

\*Authorizing an agreement for Public Emergency Medical Transportation (PEMT) Program Services between the City and Advance Data Processing, Inc., a subsidiary of Intermedix Corporation (ADP Intermedix), pursuant to Section 2-797 (3) and 2-797 (4) of the Code of Ordinances; Authorizing City Staff to negotiate an agreement in substantial conformance with Volusia County RFQ 17-SQ-68BB; Authorizing the City Manager to execute the Agreement.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Piggyback EMS PEMT Key West PCG](#)  
[Volusia County RFP PEMT EMS 3 23 17](#)  
[Volusia County Contract](#)  
[Volusia County Budget & Administrative Services](#)

**Passed**

Enactment No: Res 18-250

16

\*Awarding the Bid of Pedro Falcon Electrical Contractors, Inc. for the Glynn Archer Gymnasium Renovations, in an amount not to exceed \$1,899,008.00 in accordance with the terms specified in ITB 18-028; Authorizing any necessary budget adjustments; Authorizing the City Manager to execute a contract on behalf of the City of Key West in conformance with the Bid documents, upon consent of the City Attorney.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[City Clerk Bid Tabulation Memo](#)  
[Resolution 17-206](#)  
[\\*Large File\\* City Bid 18-028 Documents](#)  
[City's Cost Estimate](#)  
[\\*Large File\\* Pedro Falcon Contractors, Inc. Proposal](#)  
[Burke Construction Group, Inc. Proposal](#)  
[\\*Large File\\* D.L. Porter Constructors Proposal](#)  
[Kenmar General Contractors, LLC. Proposal](#)  
[City's Capital Improvement Project \(CIP\) for Glynn Archer Gym](#)

**Passed**

Enactment No: Res 18-251



17

\*Ratifying an emergency procurement approved by the City Manager as allowed under section 2-797 (2) of the Code of Ordinances, of ITB 18-026 for Mallory Square Wharf refurbishment by D.L. Porter Constructors, Inc. in an amount not to exceed \$298,613.00; Authorizing any necessary budget amendments; Authorizing the City Manager to execute any necessary documents.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Contract](#)  
[CH2M Work Order](#)  
[\\*Large File\\* City Bid Documents ITB#18-026](#)  
[Resolution 17-186](#)  
[City Clerk's Bid Tabulation Memo](#)  
[\\*Large File\\* D.L. Porter Proposal](#)  
[\\*Large File\\* Coral Proposal](#)  
[\\*Large File\\* Kiewit Proposal](#)  
[Notice of Award-Mallory Wharf Refurbishment](#)

**Passed**

Enactment No: Res 18-252

#### **Approval of the Consent Agenda**

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

18

Requesting the Mosquito Control District Board to enhance efforts to spray Naled only upon proper notice to the public as to time and place, and only at times with the least likelihood of exposure to people, especially children and pets.

**Sponsors:** Commissioner Kaufman

**Attachments:** [Resolution](#)  
[Naled for Mosquito Control](#)  
[Letter from Diane & Kristen Onderdonk](#)  
[Letter from Florida Keys Mosquito Control District](#)

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

**Yes:** 7 - Commissioner Kaufman, Commissioner Lopez, Commissioner Payne, Commissioner Romero, Commissioner Wardlow, Commissioner Weekley and Mayor Cates

Enactment No: Res 18-253

19

Authorizing the naming of the City Hall Commission Chambers at 1300 White Street as the "Craig Cates City Commission Chambers" at the "Josephine Parker City Hall at Historic Glynn R. Archer School".

**Sponsors:** Commissioner Lopez

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

*Mayor Cates recused himself and passed the gavel to Vice-Mayor Lopez.*

**A motion was made by Commissioner Kaufman, seconded by Commissioner Payne, that the Resolution be Passed as amended to name the City Hall Commission Chambers as the "Craig Cates City of Key West Commission Chambers". The motion failed by the following vote:**

**No:** 3 - Commissioner Romero, Commissioner Wardlow and Commissioner Weekley

**Recuse:** 1 - Mayor Cates

**Yes:** 3 - Commissioner Kaufman, Commissioner Lopez and Commissioner Payne

20

Amending pursuant to the Section 110-327(7)(a) of the Code of Ordinances, the standard donation (in-lieu fee), to increase replacement inches for Canopy Trees from \$150.00 per caliper inch to \$200.00 per caliper inch; to increase replacement inches for Royal Poinciana Trees from \$150.00 per caliper inch to \$225.00 per caliper inch.

**Sponsors:** City Manager Scholl

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

A motion was made by Commissioner Kaufman, seconded by Commissioner Weekley, that the Resolution Pass as amended to include language on page 1 "Whereas, the Royal Poinciana 'was recognized as the official tree for the City of Key West by Resolution 18-172 passed May 15, 2018 and' is 'also' considered a canopy tree", and in Section 1 adding "other than the Royal Poinciana" is hereby adjusted from \$150.00 per caliper inch to \$200.00 per caliper inch. "In the case of a Royal Poinciana, the standard donation [in-lieu fee] set forth in Section 110-327 (7) (a) of the Code of Ordinances shall be \$225.00 per caliper inch". The motion carried by the following vote:

**Yes:** 7 - Commissioner Kaufman, Commissioner Lopez, Commissioner Payne, Commissioner Romero, Commissioner Wardlow, Commissioner Weekley and Mayor Cates

Enactment No: Res 18-254

21

Approving the attached Lease between the City and Southernmost House, LTD. for property located in the 1400 Block of Duval Street.

**Sponsors:** City Manager Scholl

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

A motion was made by Commissioner Payne, seconded by Commissioner Wardlow, that the Resolution be Passed as amended to Included "All permits must be applied within 60 days prior to the execution of this agreement". The motion carried by the following vote:

**Absent:** 2 - Commissioner Kaufman and Commissioner Weekley

**Yes:** 5 - Commissioner Lopez, Commissioner Payne, Commissioner Romero, Commissioner Wardlow and Mayor Cates

Enactment No: Res 18-255

**Mayor Cates called for a 10 minute recess at 9:00 P.M.**

22

Approving the attached Lease between the City and Sunset City, LLC for property located in the 1400 Block of Duval Street.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Lease](#)  
[Public Notice](#)  
[LaSalle Hotel Properties](#)

A motion was made by Commissioner Kaufman, seconded by Commissioner Payne, that the Resolution Pass amending 1.5.2, the commencement date for the new consumption area be changed to upon execution of the lease and the 6.5 percent is to begin accruing immediately and such consumption area would be eliminated should the park not be completed. The motion carried by the following vote:

**Yes:** 7 - Commissioner Kaufman, Commissioner Lopez, Commissioner Payne, Commissioner Romero, Commissioner Wardlow, Commissioner Weekley and Mayor Cates

Enactment No: Res 18-256

23

Authorizing the purchase for the Fire Department of one (1) New Horton Ambulance from Rev RTC, pursuant to Government Contract, pursuant to Section 2-797 (3) of the Code of Ordinances in a Total amount not to exceed \$204,987.00 (inclusive of prepayment/loyalty discounts); Authorizing necessary budget transfers to use grant funding to complete the purchase.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Proposal - 8-8-18 - Rescue 6 Key West REV RTC Horton](#)  
[FSA - Options and Upgrades Key West](#)  
[Horton Specs - Rescue 6 Key West.7-5-18](#)  
[FSA - Cooperative Purchasing Program](#)  
[FSA - Bid Award FSA18-VEF13.0](#)  
[FSA - Specification #1](#)

A motion was made by Commissioner Kaufman, seconded by Commissioner Payne, that the Resolution be Passed as amended to increase the budget amount by \$17,000.00. The motion carried by the following vote:

**No:** 1 - Mayor Cates

**Yes:** 6 - Commissioner Kaufman, Commissioner Lopez, Commissioner Payne, Commissioner Romero, Commissioner Wardlow and Commissioner Weekley

Enactment No: Res 18-257

24

**PUBLIC HEARING:**

Relating to the Collection and Disposal of Solid Waste in the City of Key West, Florida; Imposing Solid Waste Service Assessments against certain real residential property located within the City of Key West, Florida, approving the Solid Waste Assessment Roll for the Solid Waste Service Assessments; Confirming the preliminary assessment Resolution for Fiscal Year 2018-2019.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Appendix A](#)  
[Appendix B](#)  
[Appendix C](#)  
[Executive Summary](#)  
[Resolution 18-212](#)  
[Public Comments](#)

**A motion was made by Commissioner Payne, seconded by Commissioner Wardlow, that the Resolution be Passed. The motion passed by a unanimous vote.**

Enactment No: Res 18-258

25

**PUBLIC HEARING:**

Relating to the provision of Stormwater Services; Imposing Stormwater Service Assessments against certain real property within the City of Key West; Approving the Stormwater Assessment Roll for the Stormwater Service Assessments for Fiscal Year 2018-2019.

**Sponsors:** City Manager Scholl

**Attachments:** [Resolution](#)  
[Executive Summary](#)  
[Appendix A](#)  
[Appendix B](#)  
[Appendix C](#)  
[Public Comments](#)

A motion was made by Commissioner Payne, seconded by Commissioner Wardlow, that the Resolution be Passed. The motion passed by a unanimous vote.

Enactment No: Res 18-259

**ORDINANCES – FIRST READING**

26

An Ordinance of the City of Key West, Florida amending Chapter 82 of the Code of Ordinances Entitled "Waterways" by Amending Section 82-37, to amend certain provisions related to Liveaboard Vessels and the Building Permit Allocation System (BPAS); Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** Commissioner Kaufman

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

A motion was made by Commissioner Weekley, seconded by Commissioner Kaufman, that the Ordinance be Passed as amended to Second Reading on September 5, 2018 adding in Section 82-37 the word "not" in the sentence "Bay Bottom shall "Not" be recognized as the same as upland property for the purpose of density; To add the sentence in Section 82-37 "Liveaboard vessels shall only be located in Marinas duly approved for liveaboards and the number of liveaboard vessels shall not exceed the number of approved slips per City, FDEP and USACE Environment Resource Permit". The motion passed by a unanimous vote.

27

An Ordinance of the City of Key West, Florida, amending Chapter 90, Division 5 of the Code of Ordinances, entitled "Tree Commission" by amending Section 90-172 titled "Composition", to provide for direct appointments to the Tree Commission; Amending Section 90-173 "Terms of Office," to provide for terms parallel with City Commissioners; Amending Section 90-174 "Removal of Members" to provide notice of vacancies to City Commission; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Scholl

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

A motion was made by Commissioner Lopez, seconded by Commissioner Weekley, that the Ordinance be Passed to Second Reading on September 5, 2018. The motion carried by the following vote:

**Yes:** 7 - Commissioner Kaufman, Commissioner Lopez, Commissioner Payne, Commissioner Romero, Commissioner Wardlow, Commissioner Weekley and Mayor Cates

28

An Ordinance of the City of Key West, Florida, amending Chapter 110 of the Code of Ordinances, entitled "Resource Protection" by amending Article VI entitled "Tree Protection", Section 110-331 titled "Issuance", to provide for unfulfilled tree removal permits to be forwarded to the Special Magistrate; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Scholl

**Attachments:** [Ordinance](#)  
[Urban Forestry Staff Report](#)  
[Planning Board Resolution 2018-35](#)  
[Tree Commission Resolution 18-002](#)

A motion was made by Commissioner Kaufman, seconded by Commissioner Weekley, that the Ordinance be Passed to Second Reading on September 5, 2018. The motion passed by a unanimous vote.

29

An Ordinance of the City of Key West, Florida, amending Chapter 110 of the Code of Ordinances, entitled "Tree Protection" by Amending Article VI Entitled "Permit", Section 110-331 Titled "Issuance", to incentivize the Planting of Canopy Trees at a rate of 4:1 replacement inches for dicot trees that are removed; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

**Sponsors:** City Manager Scholl

**Attachments:** [Ordinance](#)  
[Staff Report](#)  
[Planning Board Resolution 2018-34](#)  
[Tree Commission Resolution 18-001](#)  
[Public Comment](#)

A motion was made by Commissioner Kaufman, seconded by Commissioner Lopez, that the Ordinance be Passed as amended to Second Reading on September 5, 2018 adding the following Whereas: "the City Commission for the City of Key West passed a Resolution number 18-172 on May 15, 2018 that recognized the Royal Poinciana as the official tree of the City of Key West; and" to add in Section 110-331 (1)(d) "A credit of 4:1 shall be given to the Homeowner/Applicant for using (Bursera simaruba) Gumbo Limbo, (Delonix regia) Royal Poinciana, (Ficus aurea) Strangler Fig, (Ficus citrifolia) Shortleaf Fig, (Manilkara zapota) Sapodilla, (Melicoccus bijugatus) Spanish Lime, (Piscidia piscipula) Jamaica Dogwood, and (Swietenia mahagoni) Mahogany trees on replacement values for dicot trees" and to add in Section 110-331 (1)(e) A credit of 4.25:1 shall be given to the Homeowner/Applicant for using (Delonix regia) Royal Poinciana trees on replacement values for dicot trees. The motion passed by a unanimous vote.

#### **CITIZEN COMMENTS**

#### **COMMISSION COMMENTS**

**ADJOURNMENT - 10:32 P.M.**



# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>LATES, CRAIG</b>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>KEY WEST CITY COMMISSION</b>	
MAILING ADDRESS <b>P.O. Box 1409</b>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <b>KEY WEST</b>	COUNTY <b>MONROE</b>	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED <b>8-21-18</b>		NAME OF POLITICAL SUBDIVISION <b>City of Key West</b>	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

### APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

### DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, CRAIG CATES, hereby disclose that on August 21, 20 18:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, \_\_\_\_\_;
- ☐ inured to the special gain or loss of my relative, \_\_\_\_\_;
- ☐ inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- ☐ inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Authorizing the Naming of the City Hall commission Chambers at 1300 WHITE STREET AS THE "CRAIG CATES City Commission Chambers" At the Historic Glynn R. Archer School".

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

8-21-18

Signature



NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.