



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Contractors Examining Board

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Wednesday, September 4, 2024

3:30 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:** For City Commission meetings the City Clerk's Office will need a copy of all presentations for the agenda at least 7 days before the meeting.

**Call Meeting To Order - 3:30 P.M.**

#### Roll Call

**Absent** 1 - Mr. Balbuena Sr

**Present** 4 - Mr. Millelli, Ms. Norris, Mr. Vazquez, and Mr. Waite

#### Pledge of Allegiance to the Flag

**Approval of Agenda - The agenda was unanimously approved as presented.**

#### Administering the Oath by the Clerk of the Board

#### Approval of Minutes

1 June 5, 2024

Attachments: [Minutes](#)

A motion was made by Mr. Waite, seconded by Mr. Vazquez, to approve the Minutes. The Minutes were unanimously approved as presented.

#### Action Items

2  
**(Hearing)**  
Case: #24-1060  
Address: 518 Margaret St.

Contractor: Southernmost Contracting  
(Kevin Pickett)

Code Officer: Leo Slecton

Date of Violation(s) 8/06/2024

Case: #24-1060 (Building Ordinance)

Code Violation:

Count 1: Sec. 14-37 - Work Performed without Permit.

On 8/06/2024, in response to a complaint from Enid Torregrosa, 1300 White St. Key West, FL 33040, regarding over the scope work performed. Code Compliance Officer Leo Slecton and CBO Raj Ramsingh conducted an inspection at the subject address. Upon arrival they were met by Antonio Fernandez who identified himself as an employee of Southernmost Contracting. Mr. Fernandez would not answer any questions about the work being performed and told them to call the number on the posted Southernmost Contracting sign. They called the number and spoke to Kevin Pickett owner of SMC who stated that he did perform the work but it was because a hurricane was coming and he was concerned for safety. CBO Ramsingh explained to him that they observed and photographed a structure at the rear of the property that had substantial structural work performed and the only permit that had been issued was BLD2024-1385, to demolish the rear structure and replace footings to plans. A separate permit BLD2024-1988, to construct a single family home was applied for but not approved. They told Mr. Pickett that a Stop Work Order was being posted and all work would cease. Mr. Pickett said he understood. A Stop Work Order was secured to the front door of the main structure. Evidence photos stored in File Bound and body Cam video placed in evidence. A Notice of Violation with Administrative

Hearing will be issued and employment records for Mr. Fernandez will be requested.

Count 2: Sec. 14-40 Permits in Historic District.

Attachments: [Photos 518 MARGARET](#)  
[BLD2024-1385](#)  
[BLD2024-1988 info req](#)  
[NOH D8.12.24 A518 MAR](#)

Mr. Milelli recused himself from this item.

Due to a lack of quorum present for this item, it was postponed to the December 4, 2024 Contractors Examining Board meeting.

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FY2024-2025 CEB Proposed Meeting Dates

Attachments: [FY2024-2025 CEB Proposed Meeting Dates](#)

A motion was made by Ms. Norris, seconded by Mr. Vazquez, to approve the proposed FY 2025 Contractors Examining Board meeting dates as presented. The motion passed unanimously.

## Reports

Adjournment - 3:35 P.M.