

Committee and Staff Reports – continued

B. Beautification Committee – No report.

C. Disaster Preparedness Committee –No report.

D. Planning & Zoning Committee – No report.

E. Utility Board – No report.

F. Police Department – No report.

G. Building Department/Public Works – Building Official Borysiewicz reported that the Code Board met: one case was found in violation and fined; three cases were withdrawn where ownership had changed and the new owners were in compliance; and in three cases the Board recommended the city have the properties maintained and bill the owner. These last three cases were continued for further action. Owners are notified by certified mail to appear before the Code Board and not all owners had picked up their letter; this may be an increasing problem and is why the last three cases were continued.

Building Official Borysiewicz stated that Public Works had put up the Christmas decorations and are now keeping them working; and they have been striping some of the roads on the west side of the island and installing new signs.

Attorney Wright commented that the economic trends have resulted in houses being abandoned and landscaping not being maintained. He said the city needs to develop a process for addressing this issue for public health and safety reasons. A meeting has been scheduled for next week to discuss this issue along with collection of sewer bills, placing liens on property to collect fees, and providing legal notice to owners.

In response to a question, Building Official Borysiewicz will review handicapped parking signage at local businesses to be sure they comply with regulations.

In response to a question, Mayor Sutton stated that the window shade at the 7th Street Annex had been fixed to improve the appearance of the building.

H. City Secretary-Treasurer – Commissioner Vorick stated the Check Detail Report and November financial statements were available for review. He asked about the expense shown for the Causeway Repaving since that project was not budgeted in this fiscal year and has a large negative effect on financial numbers. The city clerk will discuss options with the accountant and report back.

It was clarified that donations for city beautification are kept specifically for that purpose and may be spent by the Beautification Committee, but city purchasing procedures must be followed.

I. City Clerk – City clerk stated the staff provided a list of about 20 rental properties that have not completed the renewal process to code enforcement. She said the auditor was at city hall today to continue working on the annual audit.

5. Unfinished Business - None

6. Items of Discussion/Approval

Markings on Pedestrian Paths – Mayor Sutton

Mayor Sutton stated that the pedestrian paths should be clearly marked for the safety of all citizens. He thanked Commissioner Vorick for his efforts in researching this topic and providing information so the commission could reach a consensus about what should be done. He stated he had found a stencil of a walking person that could be painted on the paths and this picture would be recognized and understood by everyone. He stated he had contacted Wayne Anderson (Florida League of Cities (FLC) insurance representative) and FDOT to discuss this idea and both agreed it was a good plan.

Commissioners, Attorney Wright and citizens discussed:

- desire for citizen safety by having clearly marked paths.
- desire to avoid lawsuits.
- options for signs, such as “no motorized vehicles,” “path start,” “path end,” additional signs on posts, delineators.
- delineators on Causeway will be installed by paving contractor after final striping.
- need to paint speed limit on road surface and maintenance required.
- safety expert at FLC said city is doing a good job, few problems.
- number and placement of speed limit signs on road – one on Causeway, East Ocean, and West Ocean.
- which stencils to purchase and estimated cost of \$48 for walking person stencil.

Commissioners agreed that stencils and lettering were a good idea and will leave the final decisions to the city administrator.

Closing City Hall for the Holidays – Vice-Mayor Stevens

Vice-Mayor Stevens stated that Christmas and New Year’s Day were on a Thursday this year and that Friday was a work day. He asked the commissioners to consider closing city hall on those two Fridays as a gesture to the employees of a job well done and to prepare for the upcoming winter season. He said these 4-day weekends would provide a nice break for employees to be with family and friends and that they would probably not be highly productive if city hall were open.

Commissioners agreed that that it would be nice for employees, few citizens would be asking for service on those days, but they acknowledged there would be a cost. Police officers must work that day and would be entitled to holiday pay.

Mayor Sutton stated the estimated cost is less than \$1,300 per day and that there were dollars available since the vacant police officer position had not been filled. He stated he had checked with the cities of Marathon, Key West and Islamorada and all planned on being closed both Fridays.

Motion – Moved by Vice-Mayor Stevens, seconded by Commissioner DeGraw, to close city hall on Friday, December 26, 2008 and January 2, 2009 at a cost not to exceed \$1,500 per day. Roll Call Vote: Unanimous approval.

7. City Administrator Items For Discussion/Approval

Mayor Sutton stated that Trish Cox had resigned from the Beautification Committee and he thanked her for her service to our city.

8. Ordinances and Resolutions – None

9. Commissioners' Reports or Comments

Commissioner Vorick stated that a group using the auditorium had taken up most of the parking places in front of city hall; therefore citizens coming to city hall did not have a place to park. He suggested that for groups using city hall during business hours parking be prohibited in front of city hall so that citizens had access to those spaces. Commissioners agreed and city hall staff will inform groups at the time the reservation is made.

Commissioner DeGraw stated he will not be at the first meeting in January due to medical appointments.

Commissioner Zahn stated she and the mayor attended Florida Keys Summit meeting held by Representative Ron Saunders. She said the purpose of the meeting was for Rep. Saunders to listen to local officials and citizens identify issues important to the Keys. There was a lot of discussion on many issues including funding projects, tough economic conditions, affordable housing. Many organizations, committees, and local officials attended and spoke.

Mayor Sutton announced that the second commission meeting in December will be on Wednesday, December 31, 2008 at 9:30 a.m.

10. City Attorney Report – Thomas D. Wright

Attorney Wright stated he will be unable to attend the second commission meeting in January due to a prior commitment and there is no pending or threatening litigation. He wished everyone happy holidays.

11. Approval of Warrant 1108 Expenses for the Month of November

Motion - Moved by Commissioner Vorick, seconded by Commissioner Zahn, to approve Warrant 1108 for the Month of November 2008 in the amount of \$585,125.52. Roll Call Vote: Unanimous approval.

12. Correspondence & Citizen Comments - None

The meeting adjourned at 10:50 a.m.

Vickie L. Bollinger, City Clerk

Note: A mechanical recording has been made of the meeting of which these minutes are a part, and a copy is on file in the office of the City Clerk, as a public record.