



Community Development District

Board of Supervisors

Regular Meeting

May 20, 2020 at 8:30 a.m.

505 Whiskey Creek Drive

1. Roll Call
2. Approval of Agenda
3. Public Comments on Agenda Items
4. Approval of Minutes
 - a. February 19, 2020
5. Old Business
6. New Business
 - a. Request for Approval – Landscaping Improvements at 786 Whiskey Creek Drive
7. Attorney's Report
 - a. Amendment to Management Agreement
 - b. Amendment to Maintenance Agreement
8. Research Committees
 - a. Street Lights, Lynn Domenici
 - b. Access Control, John Esposito
 - c. Roads, Mary Beth Schewitz
 - i. Hole Montes Work Authorizations
 1. General "On Call" Engineering Services
 2. Engineering Services Bridge Inspection
 3. Pavement Evaluation and Recommendations
9. Supervisors' Requests
 - a. Follow up on Speeding, Speed Bumps, Speed Sign, Luanne Kerins
10. Presentation of Landscaping Capital Improvement Project, Luanne Kerins
11. District Manager's Report
 - a. Acceptance of the Financial Statement April 30, 2020
 - b. Preliminary Budget Review FY 2020-2021
 - c. Resolution 2020-03 Approve 2020-2021 Proposed Budget and Set Public Hearing Date
12. Audience Comments
13. Set Next Meeting Date: Wednesday, July 22, 2020 at 8:30 a.m.
14. Adjournment

1 **KEY MARCO COMMUNITY DEVELOPMENT DISTRICT**
2 **BOARD OF SUPERVISORS**
3 **Wednesday, February 19, 2020**
4 **8:30 a.m.**

5
6 **Appearances:** Mary Beth Schewitz, Chairman
7 Luanne Kerins, Co-Chair
8 Dana McKendrick, Treasurer
9 Lynn Dominici, Supervisor
10 John Esposito, Supervisor

11
12 **Also Present:** Katie Maline, District Manager, Secretary
13 Greg Urbancic, District Counsel

14
15 **Roll Call**

16 All supervisors were in attendance.

17
18 **Approval of Agenda**

19 No changes were made to the Agenda.

20
21 **Public Comments**

22 No comments were received from the public.

23
24 **Approval of Minutes**

25 As it relates to the minutes of the November 12, 2019 and December 3, 2019 meetings, the next
26 meeting should be noted as Wednesday, February 19, 2020.

27
28 With that correction, the minutes of the meetings were unanimously approved on a voice vote
29 by Mrs. Kerins and a second by Mrs. Stanton.

30
31 **Old Business**

32 Marco Island Academy: Release of General Liability Draft

33
34 Mr. Urbancic will write a letter regarding the document received from the Academy with his
35 suggestions for changes, and provide a copy to Mrs. Maline.

36
37 **Organizational Matters**

38 Welcome to new Board Members

39 Mr. Urbancic gave a summary of the requirements of the Sunshine Law as well as those related
40 to Public Records as noted in the Statutes to the new Board Members and the importance of
41 making sure that they are followed.

42
43 **Attorney's Report**

44 Discussion of CDD Roadway Parking Rules: Final Draft for Consideration

45 Two notices of the meeting where these rules will be adopted must be made, and a quorum of
46 the Board must be present to approve them. The meeting will be held on April 15th at 8:30 a.m.

47 On a voice vote by Mrs. Schewitz and a second by Mr. Esposito, the Board unanimously
48 approved moving forward with the notices setting the meeting for April 15th, 2020.

49

50 **District Manager's Report**

51

52 Financials Report

53 As auditing of the electric bills is continuing, it was determined that the financials will be
54 addressed at the April meeting along with the annual audit and information on the reserves.

55

56 Securitas Post Orders

57 It was agreed that the final draft of the Post Orders would consist of the first three pages of the
58 document, which relate to Key Marco.

59 Mr. Urbancic noted his comments related to FEMA and their requirements for funding as it
60 relates to the roadway being public, along with the use of the word owners as opposed to
61 residents.

62

63 Mrs. Maline will retype these three pages with the changes, and Securitas will be asked to
64 remove the subsequent pages from Key Marco's post orders. She will also be noted as the
65 Client Contact. It will also be added that bikers should ride single file, and all visitors should
66 stay on the roadway as per the definition under Road Use, with the exception of realtors.

67 A brief paragraph will be added for the Charter School regarding actions to be taken in the event
68 of an emergency. Mrs. Maline will work with Mr. Urbancic on this item

69

70 Marco Island Half Marathon/5K

71 Two events are planned for Key Marco, the first being a YMCA bike event on the 23rd of
72 February and the other a half Marathon on March 15th. The Board had previously approved
73 these events.

74

75 Follow Up Items

76 FEMA Update

77

78 The final payments have been made, and this item has been closed out.

79

80 Hole-Montes Contract Executed

81

82 This contract for the road projects has been executed.

83

84 Fire Hydrants-Repair and Maintenance Update

85

86 The County has been doing this work, which included cleaning and replacing rusted
87 parts, painting and testing.

88

89 Landscaping and Irrigation

90 Mrs. Kerins and Mrs. Maline will be meeting to start the capital improvement project with the
91 landscape company. Tree trimming re-bid process has started and Mrs. Kerins and Mrs. Maline
92 will also be meeting with those who respond.

93

94 **Research Committees Reports**

95

96 Street Lights

97 The response from the Community on street lights was that they would prefer minimal lighting at
98 minimal expense, while those who are walking pets at night would like to see street lighting. A
99 proposal to keep every third street light will hopefully satisfy everyone. With landscape lighting
100 this should be sufficient, and will save the community quite a bit of money.

101

102 Mrs. Maline is working with solar light providers and a sample light has been ordered and will
103 be installed to see if this will work for the District. The bridge is metered, but the gatehouse is
104 not, and solar lighting is being considered for that area as well. Different locations were
105 discussed, such as both ends of the Indian Mound, and test areas will be done there as well as
106 where the Hong Kong Orchids are located.

107

108 It was noted that some nonresidents were at the bridge fishing quite late at night, which
109 apparently is being done on a regular basis. There have been other trespassers as well, and
110 the large trash containers are being used by nonresidents. This will be addressed later in the
111 meeting.

112

113 Mr. Kerins was asked via speakerphone for information on solar landscape lighting, and after a
114 discussion, on a voice vote, Mrs. Schewitz proposed that \$2,000 be allotted for the three
115 locations noted above to be lit with individual landscape solar lighting as test areas on CDD
116 property only. There was a second by Mrs. Kerins and unanimous approval of the Board.
117 This item will be revisited at a coming meeting with a report from Mr. Kerins and Mrs. Maline.

118

119 Access Control

120 Mr. Esposito noted that he and Mrs. Maline had looked into a few companies, and this will be
121 addressed when the information has been obtained and will be presented at the April meeting.
122 The Board then discussed the access control systems and options available to them.
123 A budget discussion was held as to timing, and it was noted that the preliminary budget must be
124 completed by June 15, and the final adoption must be done in September.

125

126 **Supervisors' Requests**

127

128 Speeding, Speed Bumps, Speed Signs

129 Mrs. Kerins indicated that speeding on Key Marco continues, and some of the big trucks coming
130 in for construction purposes have hit the bridge and caused damage. She suggested certain
131 spots where speed bumps could be installed to slow all drivers down, and the pros and cons of
132 that were discussed. Solar powered speed signs could also be used to identify speeders going
133 over 30 miles per hour, and provide speeding statistics. This machine can also be purchased
134 with a camera component, and the Police Department will be approached to lend one of these
135 machines to Key Marco.

136

137 Certain known speeders from outside companies can be warned that their employers will be
138 advised as well.

139

140 Mrs. Maline will contact the insurance company as it relates to speed bumps, and the County
141 first responder agencies to see if there is a preferred style that should be used. This information
142 with costs will be provided at the next meeting.

143

144 Road Paving

145 It was noted that no paving will be done until a determination on the speed bumps is made, and
146 it was also suggested that the striping be done with an illuminated product. Howard Clement
147 agreed to serve on the committee that makes roadway decisions, as repaving will have to be
148 done in some areas within the next year or two.

149

150 **Audience Comments**

151

152 Howard Clement suggested that a monitor or trail camera be installed at the areas where
153 intruders are apt to come into the community, adding that the expense would be minimal. The
154 camera recording could be downloaded, and Mrs. Maline will use some of her camera
155 equipment to monitor the bridge area, and the Board will be kept advised.

156

157 Mrs. Kerins indicated that flagstone pieces should be used as opposed to the gravel at the
158 drainage areas, and this change will be done as a pilot project at a resident's home, on a voice
159 vote by Mrs. Schewitz and a second Stanton in an amount not to exceed \$500 for labor and
160 materials.

161

162 Mr. Urbancic reported that legal counsel for Inframark had called him, and while he has not yet
163 returned the call, it was related to work that Inframark claims they did and should be reimbursed
164 by FEMA for. Mr. Urbancic is attempting to reach a resolution on this and he suggested that the
165 Board authorize the Chair to ultimately settle this claim for an amount that she deems
166 reasonable on a voice vote by Mrs. Kerins and a second by Mr. Esposito and unanimous
167 approval by the Board.

168

169 **Adjournment**

170

171 On a voice vote by Mrs. Schewitz and a second by Mrs. Dominici, the meeting was then
172 adjourned at 10:40 a.m.

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