



Islamorada, Village of Islands

REGULAR VILLAGE COUNCIL MEETING

February 11, 2025 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

The Village Council has resumed the in-person regular meeting format. Virtual participation is still available to the public. Please see the last page of the agenda for participation details.

AGENDA

- I. CALL TO ORDER / ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. AGENDA: Requests for Deletion / Emergency Additions**
- IV. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS**
- V. CITIZENS' ADVISORY COMMITTEE REPORTS & APPOINTMENTS**
 - A. Nearshore Water Committee Report TAB 1**
- VI. MAYOR / COUNCIL COMMUNICATIONS**
 - A. Discussion Regarding Holiday Lights (Mayor Mahoney)**
 - B. Discussion Regarding Village's Charitable Giving Policy (Mayor Mahoney)**
 - C. Discussion Regarding State Statutes Governing Mobile/Manufactured Homes (Vice Mayor Horton)**
 - D. Discussion Regarding Possible Regulation of Fireworks (Councilmember Friedman)**
 - E. Discussion Regarding Vacant Village Council Seat (Vice Mayor Horton)**
 - F. July Council Meeting Date Confirmation TAB 2**
- VII. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS**
 - A. Status Report on Comprehensive Plan Update TAB 3**
- VIII. PUBLIC COMMENT**

(This is general public comment. It provides an opportunity for the public to speak about matters not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)
- IX. CONSENT AGENDA**
 - A. Meeting Minutes: TAB 4**

January 7, 2025 Regular Village Council Meeting
January 9, 2025 Executive Session

- B. Resolution Approving Amendment No. 1 to DEP Agreement No. KG002 Between the FDEP and the Village Relating to Funding through the Florida Keys Stewardship Act for the Lower Matecumbe Canals Culvert Restoration Project **TAB 5** (Peter Frezza, Environmental Resources Manager)
- A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AMENDMENT 1 TO AGREEMENT KG002 BETWEEN THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE VILLAGE RELATED TO FLORIDA KEYS STEWARDSHIP ACT FUNDING; AUTHORIZING VILLAGE OFFICIALS TO TAKE ALL STEPS NECESSARY TO FINALIZE AND IMPLEMENT THE TERMS AND CONDITIONS OF THE AMENDMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**
- C. Resolution Approving An Amendment To The Agreement With Monifi Technology Group To Include An Expansion Of The Village's Current Surveillance Camera System To Include Wastewater Stations **TAB 6** (A.J. Engelmeyer, Public Works Director)
- A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AN AMENDMENT TO THE AGREEMENT WITH MONIFI TECHNOLOGY GROUP TO INCLUDE AN EXPANSION OF THE VILLAGE'S CURRENT SURVEILLANCE CAMERA SYSTEM TO INCLUDE WASTEWATER STATIONS; AUTHORIZING VILLAGE OFFICIALS TO IMPLIMENT THE TERMS AND CONDISITONS FO THE AMENDMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; APPROVING A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE**
- D. Resolution for Purchase of Fire-Dex Turnout Gear from Municipal Emergency Services **TAB 7** (Terry Abel, Fire Chief)
- A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE PURCHASE OF FIRE-DEX TURNOUT GEAR FROM MUNICIPAL EMERGENCY SERVICES FOR THE VILLAGE FIRE RESCUE DEPARTMENT THROUGH PIGGYBACKING LAKE COUNTY CONTRACT #22-730G; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO EXECUTE NECESSARY DOCUMENTS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE**
- E. Resolution Approving Change Orders and Contingency Fund For The Library Beach Bathroom Facility Renovation Project **TAB 8** (A.J. Engelmeyer, Public Works Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING CHANGE ORDERS FOR THE LIBRARY BEACH BATHROOM FACILITY RENOVATION PROJECT; AUTHORIZING A CONTINGENCY FUND; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE.

X. **END OF CONSENT AGENDA**

XI. RESOLUTIONS

- A.** Resolution Approving the Ranking and Recommendation of the RFP 24-19 Evaluation Committee and Authorization to Enter into Agreement(s) with Adventure Environmental, Inc. for the Lower Matecumbe Canals Culvert Restoration Project **TAB 9** (Peter Frezza, Environmental Resources Manager)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 24-19 EVALUATION COMMITTEE FOR SELECTION OF A CONTRACTOR FOR THE LOWER MATECUMBE CANALS CULVERT RESTORATION PROJECT; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO NEGOTIATE AN AGREEMENT(S) FOR THE PROJECT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT(S); AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING AN EFFECTIVE DATE

- B.** Approval of 4th Quarter 2024 Nonresidential Building Permit Allocations **TAB 10** (Jennifer DeBoisbriand , Planning Director)
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING NONRESIDENTIAL BUILDING PERMIT ALLOCATION SYSTEM (“BPAS”) RANKINGS AND AWARDED NONRESIDENTIAL BUILDING PERMIT ALLOCATIONS FOR QUARTER 4 OF 2024; AND PROVIDING FOR AN EFFECTIVE DATE

- C.** Resolution to Approve Agreement with Alan Cohen to Serve as Interim Village Manager **TAB 11** (John Quick, Interim Village Attorney)
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE APPOINTMENT OF ALAN COHEN AS INTERIM VILLAGE MANAGER; APPROVING AND AUTHORIZING EXECUTION OF AN EMPLOYMENT AGREEMENT WITH MR. COHEN FOR SERVICE AS THE INTERIM VILLAGE MANAGER; AND PROVIDING FOR AN EFFECTIVE DATE

XII. ORDINANCES

- A.** Ordinance Relating to Animals and Animal Owners **TAB 12** (John Quick, Interim Village Attorney)
AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CREATING CHAPTER 4, “ANIMALS,” OF THE

VILLAGE CODE TO ADOPT REGULATIONS RELATING TO ANIMALS AND ANIMAL OWNERS; PROVIDING FOR THE REPEAL OF ALL CODE PROVISIONS AND ORDINANCES INCONSISTENT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE

XIII. QUASI-JUDICIAL

- A.** Ordinance Amendment to the Zoning Map for Parcel Numbers 00437590-000000, 00437610-000000 and 00437640-000000 - **Second Reading TAB 13** (Jennifer DeBoisbriand , Planning Director)

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST OF LAH CREEKSIDE LLC, TO AMEND THE OFFICIAL ZONING MAP FROM VILLAGE CENTER (VC) TO NEIGHBORHOOD COMMERCIAL (NC) FOR THE SUBJECT PROPERTY, LOCATED ON PLANTATION KEY, WITH REAL ESTATE NUMBERS 00437590-000000, 00437610-000000 AND 00437640-000000, AS LEGALLY DESCRIBED HEREIN; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF COMMERCE.

- B.** Administrative Relief - 165 Sunset Drive **TAB 14** (Jennifer DeBoisbriand , Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY KRISTINA BOHNSTEDT FOR ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY LOCATED AT 165 SUNSET DRIVE, LOWER MATECUMBE, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE

XIV. MOTIONS

XV. ADJOURNMENT

Options for Viewing the Village Council Meeting:

The public is encouraged to watch the meeting on Monroe County's MCTV Comcast Channel 77. Alternatively, the public may view the meeting streamed live on the Village website from their personal computer, tablet or phone via the following link:

https://www.islamorada.fl.us/departments/communications/live_village_broadcast_meeting.php

Option 1: Email your comments.

1. Public comment should be submitted via email to: public.comment@islamorada.fl.us
2. The email should contain "Public Comment" in the subject line.
3. The name and address of the submitter shall be included in the email.
4. Public comment should be submitted by 9 a.m. the day before the meeting. Public comment will be sent to the Village Councilmembers for consideration prior to the meeting. Public comments will not be read during the meeting.

Option 2: Call in During the Meeting.

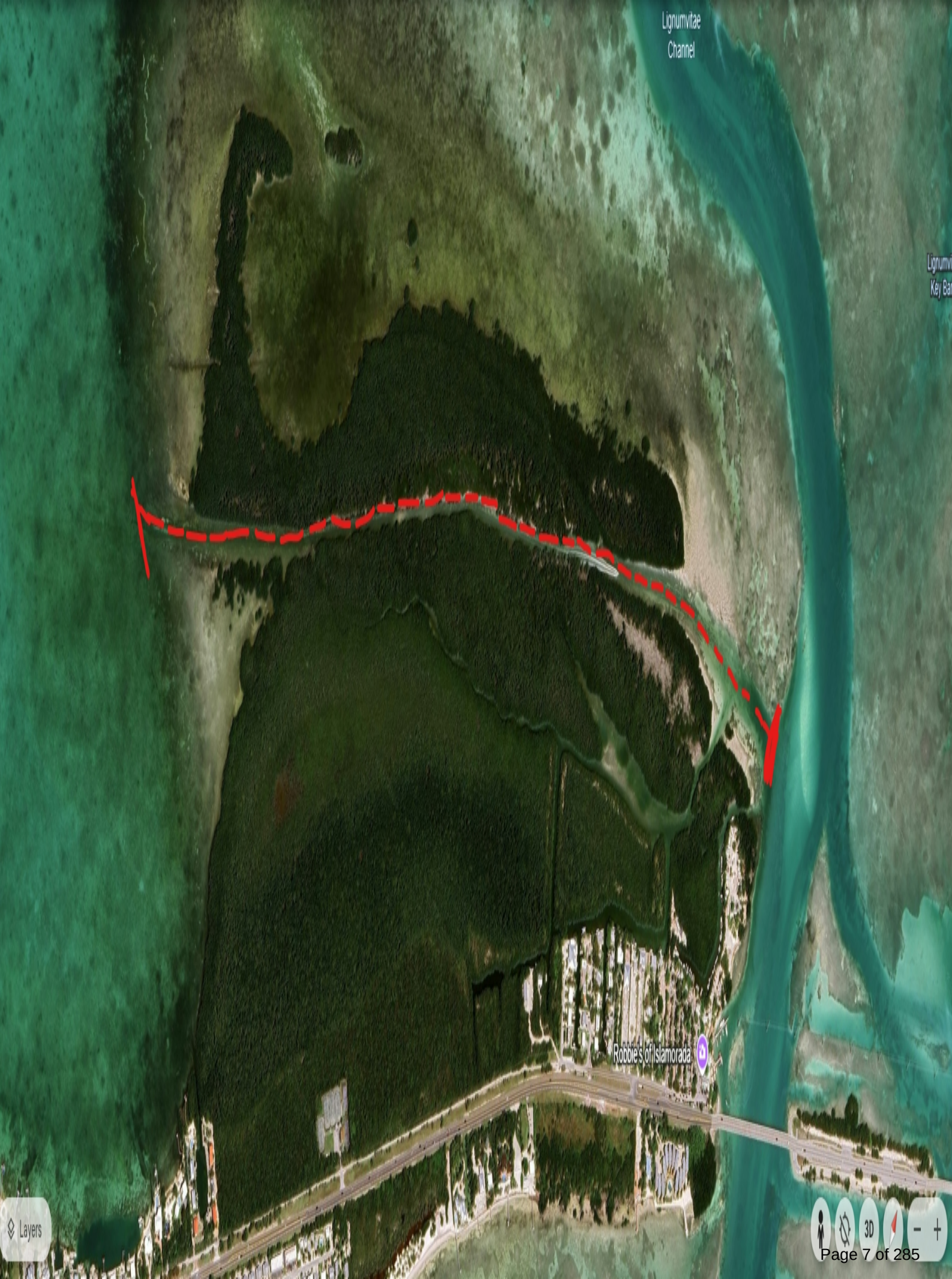
1. If phoning in, dial 305-224-1968 and enter the webinar **ID: 911 0656 4166** followed by #. When the Mayor opens public comment pertaining to the agenda item you are interested in dial *9 to be recognized by the Zoom meeting monitor. The Monitor will call you by the last four digits of your phone number. **Please be sure to unmute your phone when you are called upon.**
2. If watching online via Zoom: Open the Zoom webinar link <https://zoom.us/j/91106564166> and follow the prompts to join the webinar. When the Mayor opens public comment use the "raise your hand" feature to be recognized by the meeting monitor. Public comments will be heard in the order in which they are received.

ADA Assistance:

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at ADA@islamorada.fl.us at least 48 hours before the scheduled meeting.

Near Shore Water Regulation Citizens' Advisory Committee Meeting Report
January 21, 2025

- A. The Committee received an update from the Sheriff's Office. The procurement of a new boat is in progress, and it will need to be outfitted with emergency equipment before it is ready for use. The Sheriff's office is planning ahead for summer boat traffic in nearshore areas and raised the issue of missing and submerged buoys. Committee members were informed by marine resources staff at the County that they are aware of the issue with missing buoys at Whale Harbor, and due to the most recent installation being destroyed within 1.5 years of completion (likely due to boaters tying up to them), they are pursuing permanent signage in the area. Timeline still to be determined. The committee also discussed the potential for a buoy inspection program to ensure that damaged or deteriorating buoys are replaced in a timely manner.
- B. The Committee discussed a more holistic approach to the management of Islamorada's nearshore waters following concerns raised both to the Committee and Council along Sunset Drive and requests from community members to establish another vessel exclusion zone. A number of proposals and options were discussed, with the Committee ultimately requesting more information from staff about what options are within the Village's legal authority to regulate within the near shore area. The Committee will continue to discuss options and ideas at the next meeting and will return to Council with any requests and recommendations.
- C. The Committee discussed the recent finalization of the Florida Keys National Marine Sanctuary Rule and next steps by Congress and the State.
- D. The Committee heard updates on the bird stake project at Papa Joe's and is thrilled to hear that the project area is being surveyed now and moving forward.
- E. Citing ongoing concerns regarding safety, the Committee is requesting that Council pursues the establishment of an idle speed zone throughout Starks Wheel Ditch, in coordination with the appropriate state agencies. A map has been provided with this report delineating the suggested idle speed zone.
- F. The Committee received an update on the Tavernier Creek Extension of the Slow Speed Zone and are pleased to hear that this item is currently under review.



Lignumvitae
Channel

Lignumvitae
Key Bar

Robbie's of Islamorada

Layers

3D - +



Council Communication

To: Mayor and Village Council
From:
Date: February 11, 2025
SUBJECT: Discussion Regarding Holiday Lights (Mayor Mahoney)

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From:
Date: February 11, 2025
SUBJECT: Discussion Regarding Village's Charitable Giving Policy (Mayor Mahoney)

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From:
Date: February 11, 2025
SUBJECT: Discussion Regarding State Statutes Governing Mobile/Manufactured Homes (Vice Mayor Horton)

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments:

1. FW_ Modular VS Mobile issue
2. FW_ interesting information related to modulars in MH parks

From: [Sheila Denoncourt](#)
To: [Marne McGrath](#)
Subject: FW: Modular VS Mobile issue
Date: Friday, February 7, 2025 12:36:44 PM
Attachments: [0099_001.pdf](#)

Sheila Denoncourt, CBO/CFM
Acting Village Manager
Islamorada, Village of Islands
Islamorada, FL 33036
sheila.denoncourt@islamorada.fl.us
305-664-6430

From: Sheila Denoncourt
Sent: Wednesday, January 15, 2025 9:40 AM
To: Don Horton <don@icm.build>
Subject: FW: Modular VS Mobile issue

Sheila Denoncourt, CBO/CFM
Acting Village Manager
Islamorada, Village of Islands
Islamorada, FL 33036
sheila.denoncourt@islamorada.fl.us
305-664-6430

From: Don Horton <don@icm.build>
Sent: Tuesday, March 5, 2024 3:30 PM
To: robert.lorenzo@myfloridalicense.com
Subject: Modular VS Mobile issue

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Robert, It was really nice to meet you telephonically today. Through the years Mo has been a great resource and help for me. As I explained to you, I am the retired Building Official for the Village of Islamorada. Previous to that I was the Building Official of Monroe County (many years ago) so I have been intimately involved in the building trades and permitting for many years. I am still a licensed Building Code Administrator (BU993) and I hold many other

licenses in the Great State of Florida. I am still very active in the Building Trade and the Code Compliance industry.

I have been asked by several people in the community to look into an issue in Islamorada related to Modular homes that are apparently titled as manufactured homes. As I explained to you there is a mobile home park previously known as Seabreeze Trailer Park that was substantially damaged during Hurricane Irma. Although I am not privy to all the particulars, I was told that this trailer park was previously recognized as having some RV sites and some Mobile home sites. None-the-less, the damage from the hurricane caused the park to be completely demoed. I think the owners sold to another entity who “bought out” the last remaining mobile homeowners in the park.

The new owners (Sun Communities?) redeveloped the park with a mixture of RV sites and home sites. Our planning department approved the site plan and our building department approved the infrastructure, community center and modular homes, according to the plans that were rendered to them for permitting.

The modular manufacturer is a company by the name of “Nationwide Homes”. I have received a copy of the plans that are public record which indicate the plans were certified as meeting the 2020 FBC (residential) as well as the Florida Energy Code and NEC. There is a certification number of SMP-056 for “plan Number” MAF 1410-196038 and approved by Michael Fuller. The plans are signed and sealed by a William Fultz who is a licensed Engineer in Florida, Number 77519. The associated company is “Building Systems Engineering LLC, 247 Haddington Ln. Greenville, SC 29609.

I have asked the Building Official of Islamorada to please take a picture of the Insignia in the home the next time she inspects one of these homes to verify that they are in fact State approved Modular Homes. As soon as I have a picture of the insignia, I will send you a copy for verification.

There are many associated issues, and I’ll further explain:

- I am told that these “Modulars” are being titled as “Mobile Homes” IE: They are reportedly being sold with a sales receipt with a VIN Number and the owners are taking the sales receipt with a VIN number to the DMV and titling these units as Mobile Homes. I don’t understand how a Modular can have a VIN number or how they can be titled as a mobile home...
- The property appraiser is recognizing these units as “mobile Homes” and as such the Tax collector is Not taxing these units as Real Property.
- If they are Mobile Homes then they should have been installed by a Mobile Home installer, licensed as such. But they were installed on concrete columns/tie beams by a GC.
- If they were permitted and CO’d as Modulars, then how can they be registered by DMV

as Mobile homes?

For your review I have attached a copy of the plans for one of the units and a copy of a Certificate of Occupancy for one of the units.

Please understand that when I use the term “Mobile Home” it is interchangeable with the term “Manufactured Home”, but using the term Modular Home is in no way comparable to a “Manufactured Home”. In fact, a Modular Home is the equivalent of a site built residential house.

SO, the questions for you are many:

Can a Modular Home be titled as a Mobile Home?

Can a manufacturer of a Modular Home assign a VIN number to a State approved modular home?

Can the DMV title a modular home as if it were a mobile home?

Can you please clearly explain in an e-mail for the local Property Appraiser as well as the local Tax Collector, that a Modular Home Can Not be Titled by DMV?

Can a “Park” lease the land to someone who owns a Modular Home on poured piers and not claim the Modular home as “real property” by titling the Modular as a Mobile Home?

Is it possible that there is a Florida Statute that would allow a mixture of Homes and RV’s to title the modular homes as if they were Mobile homes?

Perhaps there is a complete misunderstanding by all involved or perhaps there is something mischievous happening that could save someone a lot of tax dollars. I’m not inferring either, I am simply trying to understand how a house can have a trailer title, how a house can not be taxed as a house and I am trying to help our local officials figure this out!

Finally, I believe what I have reported to you in this e-mail is accurate as I understand it. I am not disparaging anyone or any company, that is not my intent. I do not wish to be sued by a corporation with much deeper pockets than I have. I am only on a fact finding mission.

Respectfully,

Donald W. Horton CBO, CRC
Island Construction Management Inc.
DHorton Construction Co. LLC
Don@icm.build
C. 305-522-2062
O. 305-852-9607

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88888 OVERSEAS HIGHWAY #9, TAVERNIER, FLORIDA 33070

From: [Sheila Denoncourt](#)
To: [Marne McGrath](#)
Subject: FW: interesting information related to modulares in MH parks
Date: Friday, February 7, 2025 12:36:37 PM

Sheila Denoncourt, CBO/CFM
Acting Village Manager
Islamorada, Village of Islands
Islamorada, FL 33036
sheila.denoncourt@islamorada.fl.us
305-664-6430

From: Sheila Denoncourt
Sent: Wednesday, January 15, 2025 9:40 AM
To: Don Horton <don@icm.build>
Subject: FW: interesting information related to modulares in MH parks

Sheila Denoncourt, CBO/CFM
Acting Village Manager
Islamorada, Village of Islands
Islamorada, FL 33036
sheila.denoncourt@islamorada.fl.us
305-664-6430

From: Don Horton <don@icm.build>
Sent: Thursday, March 7, 2024 2:35 PM
To: kimberly.matthews@islamaorada.fl.us; Sheila Denoncourt
<sheila.denoncourt@islamorada.fl.us>; Jennifer DeBoisbriand
<jennifer.deboisbriand@islamorada.fl.us>
Subject: FW: interesting information related to modulares in MH parks

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Kimberly, Jennifer and Sheila,

I have spoken to Department Directors at the appropriate state divisions that oversee modular

homes, mobile homes and licensing. Perhaps we can have a quick meeting to go over the information I have included below. And maybe we can put this discussion that keeps popping it's ugly head up about Sun Outdoors, to bed...

REGULATION OF TRADE, COMMERCE,
INVESTMENTS, AND SOLICITATIONS

Chapter 553
BUILDING
CONSTRUCTION
STANDARDS

[View Entire
Chapter](#)

553.382 Placement of certain housing.—Notwithstanding any other law or ordinance to the contrary, in order to expand the availability of affordable housing in this state, **any residential manufactured building that is certified under this chapter by the department may be placed on a mobile home lot in a mobile home park**, recreational vehicle park, or mobile home condominium, cooperative, or subdivision. Any such housing unit placed on a mobile home lot is a mobile home for purposes of chapter 723 and, therefore, all rights, obligations, and duties under chapter 723 apply, including the specifics of the prospectus. However, a housing unit subject to this section may not be placed on a mobile home lot without the prior written approval of the park owner. **Each housing unit subject to this section shall be taxed as a mobile home** under s. [320.08\(11\)](#) and is subject to payments to the Florida Mobile Home Relocation Fund under s. [723.06116](#).

Title XXIII
MOTOR VEHICLES

Chapter 319
TITLE CERTIFICATES

[View Entire Chapter](#)

319.20 Application of law.—Except as otherwise specifically provided, this chapter applies exclusively to motor vehicles and mobile homes required to be registered and licensed under the laws of this state and defined by such registration laws, **including residential manufactured buildings placed on mobile home lots under s. 553.382**. A **residential manufactured building placed on a mobile home lot as provided in s. 553.382** shall be treated as a mobile home for purposes of this chapter. The provisions of this chapter do not apply to any moped or to any trailer or semitrailer having a net weight of less than 2,000 pounds. All provisions of this chapter relating to title certificates also apply to any recreational vehicle-type unit and to any mobile home classified and taxed as real property pursuant to s. [320.0815\(2\)](#); and no title, lien, or other interest in such vehicle or mobile home shall be valid unless evidenced in accordance with this chapter.

Title XXIII
MOTOR VEHICLES

Chapter 320
MOTOR VEHICLE LICENSES

[View Entire Chapter](#)

320.0815 Mobile homes and recreational vehicle-type units required to have appropriate license plates or stickers.—

(1) Recreational vehicle-type units taxed under s. [320.08\(9\)](#) and (10) shall be issued appropriate license plates, except as provided in subsection (2).

(2) **A mobile home or recreational vehicle-type unit which is permanently affixed to the land shall**

be issued a mobile home sticker at the fee prescribed in s. 320.08(11) unless the mobile home or recreational vehicle-type unit is qualified and taxed as real property, in which case the mobile home or recreational vehicle-type unit shall be issued an "RP" series sticker. Series "RP" stickers shall be provided by the department to the tax collectors, and such a sticker will be issued by the tax collector to the registered owner of such a mobile home or recreational vehicle-type unit upon the production of a certificate of the respective property appraiser that such mobile home or recreational vehicle-type unit is included in an assessment of the property of such registered owner for ad valorem taxation. An "RP" series sticker shall be issued by the tax collector for an aggregate fee of \$3 each, to be distributed as follows: \$2.50 shall be retained by the tax collector as a service charge; 25 cents shall be remitted to the property appraiser; and 25 cents shall be remitted to the department to defray the cost of manufacture and handling. Mobile home stickers and "RP" series stickers shall be of a size to be determined by the department. A mobile home sticker or "RP" series sticker shall be affixed to the lower left corner of the window closest to the street or road providing access to such residence.

Donald W. Horton CBO, CRC
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88888 OVERSEAS HIGHWAY #9, TAVERNIER, FLORIDA 33070



Council Communication

To: Mayor and Village Council
From:
Date: February 11, 2025
SUBJECT: Discussion Regarding Possible Regulation of Fireworks
(Councilmember Friedman)

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From:
Date: February 11, 2025
SUBJECT: Discussion Regarding Vacant Village Council Seat (Vice Mayor Horton)

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: Marne McGrath, Village Clerk
Date: February 11, 2025
SUBJECT: **July Council Meeting Date Confirmation TAB 2**

Background:

The 2025 Village Council Meeting calendar was approved at the December 12, 2024 meeting. At that time, Council Member Friedman had a conflict with the July meeting dates of July 8th for the Regular Village Council Meeting and the July 10th Land Use Village Council Meeting, which were moved to the 15th and 17th respectively.

Mayor Mahoney has since determined a conflict with the 15th and 17th and would like to move the meetings to dates she is available. Council should discuss and confirm the dates of the July meetings.

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: 1. 2025_Aproved RVCM Calendar - Update 1

Calendar Year 2025 Regular Village Council Meetings

Updated 01/30/2025

Regular Village Council Meeting dates indicated with blue

Agenda Item Deadline-Noon

Holiday office closures indicated with yellow

Date range for Budget Meetings - subject to change

January						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Holiday Observances (office closures in bold font and yellow highlight)

Jan 01	New Year's Day	Jan 20	MLK Day	Feb 17	Presidents' Day
May 26	Memorial Day	Jun 19	Juneteenth	Jul 04	Independence Day
Sep 01	Labor Day	Jul 04	Independence Day	Sep 01	Labor Day
Nov 11	Veterans Day	Nov 27-28	Thanksgiving Holiday	Dec 24-25	Christmas Holiday

Events:

Florida Keys Day in Tallahassee (evening reception Wed. March 12 FLK Day Thu. March 13)

August 14-17, 2025: Florida League of Cities Annual Conference in Orlando



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: February 11, 2025
SUBJECT: **Status Report on Comprehensive Plan Update TAB 3**

Background:

The Planning Director will provide a report on the Comprehensive Plan Update project.

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: 1. Islamorada Save The Date 012825

SAVE THE DATE! MARCH 24-28

ISLAMORADA COMPREHENSIVE PLAN

BLUEPRINT FOR BALANCE CHARRETTE



PUBLIC KICK-OFF & HANDS-ON DESIGN SESSION

Monday, March 24 | 6 pm

Join us for an informative presentation on town planning and community visioning. Following the presentation, work alongside your neighbors to draw your vision for the future of Islamorada! This is a family-friendly event - bring your children!

OPEN DESIGN STUDIO

Tuesday, March 25 - Thursday, March 27 | 9 am - 6 pm

Stop by the studio during the day to talk with the design team and provide input as the plan evolves. This will be a unique opportunity to provide feedback as the initial plan ideas are being developed.

WORK-IN-PROGRESS PRESENTATION

Friday, March 28 | 6 pm

See all of the work completed during the charrette week at the "Work-in-Progress" presentation. These are the concepts that will form the Comprehensive Plan.

All events to take place at: **Founders Park Community Center**
87000 Overseas Highway, Founders Park, Islamorada, FL 33036

What is a Public Design Charrette?

Public Design Charrettes bring all stakeholders to the table over a short, focused period of time to work intensively with the planning team to reach consensus over the future evolution of a place. The Charrette is rapid, intensive, and includes a series of creative work sessions between the public and the planning team to produce a draft comprehensive plan for the future.

Why should you participate?

Participating in the Charrette will give you a chance to express your vision for the future of the Islamorada and set the goals and priorities for the community moving forward. Your participation will make the difference between a good plan and a great plan.

Please visit :

planislamorada.com

for updates and information on meeting locations as the dates draw near!

Come Out & Get Involved



Islamorada
Village of Islands



Islamorada, Village of Islands **REGULAR VILLAGE COUNCIL MEETING**

January 7, 2025 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

MINUTES

I. CALL TO ORDER / ROLL CALL

Mayor Sharon Mahoney called the meeting to order at 05:30 PM

PRESENT: Mayor Sharon Mahoney, Vice Mayor Don Horton, Council Member Steve Friedman, Council Member Deb Gillis, Council Member Joseph B. Pinder III,

ABSENT:

II. PLEDGE OF ALLEGIANCE

Henry Rosenthal led the Pledge of Allegiance.

III. AGENDA: Requests for Deletion / Emergency Additions

Council Member Steve Freidman pulled Tab 7 from Consent to the Regular Agenda.

Council Member Joseph B. Pinder III asked about Council Members sending letters and whether that constituted a public record. Interim Village Attorney John Quick noted that if the letter's subject becomes business before Council it would be public.

IV. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS

A. Village LiDAR Mapping Project - online tool presentation **TAB 1**

Environmental Resources Manager Pete Frezza introduced the implementation of the LIDAR mapping project of the elevations of all public roadways and demonstrated the technology for the edification of the Council and the public.

V. CITIZENS' ADVISORY COMMITTEE REPORTS & APPOINTMENTS

A. Near Shore Water Regulations Citizens' Advisory Committee Report- Diane Harbaugh (Chair) **TAB 2**

Chair Diane Harbaugh presented a report of the Near Shore Water Regulations Committee meeting and asked for a Council Member to attend their meetings.

VI. MAYOR / COUNCIL COMMUNICATIONS

Mayor Sharon Mahoney noted the Christmas decoration contract expires this year and would like to have a conversation in February and asked for a discussion on charitable

giving.

It was noted that the July meeting dates need to be changed

Vice Mayor Don Horton asked to discuss modular homes being considered mobile homes and not subject to tax. He noted he would like to see it brought to our lobbyist.

Council Member Steve Freidman asked if the village has a fireworks display. Interim Village Attorney John Quick noted regulation may be preempted but he'll find out for February's meeting.

VII. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

A. Discussion to Schedule Executive Session

Interim Village Attorney John Quick announced the scheduling of an Executive Session for February 11 at 4:00 pm for the Gulizio ligation.

B. Discussion on the Proposed Sunset Drive Beach Vessel Exclusion Zone and Next Steps **TAB 3**

Environmental Resources Manager Pete Frezza summarized the direction of Council to do a feasibility study on the project. He noted the Village had a proposal from WSP to perform the feasibility study and was looking for guidance. If Council wants to move forward staff will bring it back at a future meeting, noting an ordinance would need to be passed for enforcement of the zone.

After discussion, direction was given to prepare a resolution to conduct the feasibility study for the February agenda.

VIII. PUBLIC COMMENT

(This is general public comment. It provides an opportunity for the public to speak about matters not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

Mayor Sharon Mahoney opened public comment.

Speakers included:

Joe Ziomek
Van Cadenhead
Diane Harbaugh
Elizabeth Jolin
Betsy Bullard
Roland Moore
Beth Kamenstein
Joe Wischmeier
John Myers
Jon Wallace
Joanie Follmer
Barry Wray
Hugh Casiano

There being no one else wishing to speak, Mayor Mahoney closed public comment.

IX. CONSENT AGENDA

Village Attorney John Quick introduced the agenda items, excluding Tab 7.

Mayor Sharon Mahoney opened public comment.

There being no one wishing to speak, Mayor Mahoney closed public comment.

ACTION: Motion to Approve item IX. by Deb Gillis second by Don Horton;
Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman,
Deb Gillis

NAYS: None

ABSTAIN: None

- A. December 10, 2024 Regular Village Council Meeting and December 12, 2024 Land Use Village Council Meeting Minutes **TAB 4** (Marne McGrath, Village Clerk)

- B. Resolution Approving the Purchase of a 2025 Ford Explorer for the Building Department (A.J. Engelmeyer, Public Works Director)
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE PURCHASE OF A 2025 FORD EXPLORER FOR THE VILLAGE BUILDING DEPARTMENT FROM DUVAL FORD BY PIGGYBACKING THE FLORIDA SHERIFF'S ASSOCIATION CONTRACT NO. FSA 24-VEL-32; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE NECESSARY DOCUMENTS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE

- C. Approval of Appointments to the Islamorada Youth Council **TAB 6** (Anne Onsgard)
IT IS RECOMMENDED THAT THE VILLAGE COUNCIL, BY MOTION AND VOTE, APPROVE THE APPOINTMENTS TO THE ISLAMORADA YOUTH COUNCIL.

X. RESOLUTIONS

- A. Resolution to Approve Separation Agreement **TAB 7** (John Quick, Interim Village Attorney)

Village Attorney John Quick introduced the item concerning the separation with Village Manager Rob Cole.

Village Manager Rob Cole read his resignation letter and thanked the community for its support.

Council Member Steve Freidman expressed his concerns about accountability and transparency in Mr. Cole's resignation.

Mayor Sharon Mahoney opened public comment.

Speakers included:

Sue Miller, representing the Islamorada Community Alliance
Van Cadenhead
Henry Rosenthal
Phyllis Mitchel
Alina Davis

There being no one else wishing to speak, Mayor Mahoney closed public comment.

ACTION: Motion to Approve the resolution item IX.D. by Deb Gillis second by Don Horton;
Motion Passed with a 4:1 vote
AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Deb Gillis
NAYS: Steve Friedman
ABSTAIN: None

- B.** A Resolution Approving the Purchase of two Nutanix Server Blocks and two Cisco Network Switches from SHI International Corp. (SHI) **TAB 8** (Vince Tarves, Systems Engineer)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE PURCHASE OF TWO NUTANIX SERVER BLOCKS AND TWO CISCO NETWORK SWITCHES FROM SHI INTERNATIONAL CORP. FOR CLOUD SERVER UPGRADE, DISASTER RECOVERY, AND BUSINESS CONTINUITY; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE NECESSARY DOCUMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

IT Systems Engineer Vince Tarves introduced the item, noting this replaces existing equipment to ensure emergency continuity.

Mayor Sharon Mahoney opened public comment.

There being no one wishing to speak, Mayor Mahoney closed public comment.

ACTION: Motion to Approve item X.A. by Deb Gillis second by Don Horton;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis
NAYS: None
ABSTAIN: None

- C.** Resolution Approving Final Budget Amendment FY23-24 **TAB 9** (Lisa Lynch, Finance Director)

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AMENDING THE VILLAGE'S
ADOPTED BUDGET FOR FISCAL YEAR 2023-2024; AND
PROVIDING FOR AN EFFECTIVE DATE**

Finance Director Lisa Lynch summarized the final budget amendment for the last fiscal year.

Mayor Sharon Mahoney opened public comment.

Speakers included:
Sue Miller

There being no one else wishing to speak, Mayor Mahoney closed public comment.

ACTION: Motion to Approve the resolution item X.C. by Joseph B. Pinder III second by Deb Gillis;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis
NAYS: None
ABSTAIN: None

- D.** Resolution Approving the Ranking of RFP 24-18 Compensation Classification and Job Study **TAB 10** (Jamie Terry, Human Resources Director)

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, APPROVING THE RANKING
OF THE RFP 24-18 EVALUATION COMMITTEE FOR
PROFESSIONAL SERVICES FOR A COMPENSATION
CLASSIFICATION AND JOB STUDY; AUTHORIZING THE
VILLAGE MANAGER AND VILLAGE ATTORNEY TO NEGOTIATE
AN AGREEMENT AUTHORIZING EXECUTION OF THE
AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

Human Resources Director Jamie Terry introduced the item, noting the resolution included a budget amendment of \$17,000 as none of the vendors came close to the \$15,000 budgeted. She indicated that the study would include a living wage and benefits portion as an expanded scope of work from the original conversation. She noted the last compensation study occurred around 2009.

Mayor Sharon Mahoney opened public comment.

Speakers included:
Sue Miller
Dr. Dailey Grainger

There being no one else wishing to speak, Mayor Mahoney closed public comment.

ACTION: Motion to Approve item X.D. by Deb Gillis second by Joseph B. Pinder III;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis
NAYS: None
ABSTAIN: None

XI. MOTIONS

It was noted that naming an interim manager would be considered at the top of Council's Thursday agenda.

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:41 p.m.



Marne McGrath
Village Clerk

ISLAMORADA, VILLAGE OF ISLANDS
VILLAGE COUNCIL EXECUTIVE SESSION
Case No. 2024-CA-479-P

Founders Park Community Center
87000 Overseas Hwy
Islamorada, Florida 33036

MINUTES
Thursday, January 9, 2025
4:30pm

1. CALL TO ORDER

Mayor Sharon Mahoney called the public meeting to order for an attorney-client session.

ROLL CALL

Present: Councilman Steve Friedman, Councilwoman Deb Gillis, Councilman Joseph B. Pinder III, Vice Mayor Don Horton and Mayor Sharon Mahoney

Absent: None

2. MAYOR STATEMENT TO ATTORNEY:

At 4:30 p.m. Mayor Pinder noted the Council was about to hold an attorney/client session in accordance with Florida Statute 286.011(8) regarding the litigation styled as:

Thomas Yates v. Islamorada, Village of Islands, et al., in the United States District Court in and for the State of Florida, Case No. 2024-CA-479-P

The session was estimated to last 60 minutes and the following people were in attendance at the meeting:

- a. Mayor Sharon Mahoney; Vice Mayor Don Horton; Council Members; Deb Gillis, Steve Friedman.
- b. Village Attorney, John Quick; and
- c. Special Counsel, Eric Stettin.

These proceedings were recorded by a certified court reporter who was present in the room. At the conclusion of all litigation discussed, the transcript would be made part of the public record.

All individuals not named left the room.

3. COMMENCE ATTORNEY / CLIENT SESSION

4. CONCLUDE ATTORNEY / CLIENT SESSION

Mayor Mahoney announced she was reopening the public meeting at 5:30 p.m. The attorney/client session was terminated, the clerk and members of the general public were invited to return for further proceedings or matters, which there were none.

5. COMMENCE OPEN MEETING DISCUSSION

6. CONCLUDE OPEN MEETING

Mayor Mahoney announced the meeting was adjourned. The time was 5:30 p.m.

Stephanie Conde

Stephanie Conde, Deputy Village Clerk



Islamorada, Village of Islands

LAND USE VILLAGE COUNCIL MEETING

January 9, 2025 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

MINUTES

I. CALL TO ORDER / ROLL CALL

Mayor Sharon Mahoney called the meeting to order at 05:39 PM

PRESENT: Mayor Sharon Mahoney, Vice Mayor Don Horton, Council Member Steve Friedman, Council Member Deb Gillis, Council Member Joseph B. Pinder III

ABSENT:

II. PLEDGE OF ALLEGIANCE

Ed Davidson led the Pledge of Allegiance.

III. AGENDA: Requests for Deletion / Emergency Additions

Tab A was deferred to the February 11 meeting.

IV. MAYOR / COUNCIL COMMUNICATIONS

Vice Mayor Don Horton promoted the upcoming Wounded Warrior Project Soldier Ride.

V. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

There were none.

VI. PUBLIC COMMENT

(This is general public comment. It provides an opportunity for the public to speak about matters not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

Mayor Sharon Mahoney opened public comment.

Speakers included:

Beth Kaminstein

Van Cadenhead

Greg Friedman

Joe Wischmeier

There being no one else wishing to speak, Mayor Mahoney closed public comment.

VII. MOTIONS

- A. Discussion and appointment of Interim Village Manager ()

Interim Village Attorney John Quick noted that there was a non-disparagement clause in Former Village Manager Cole's agreement and that if anyone had questions for Council Members, they should blame him to ensure the Village was complying with the terms of the agreement.

Interim Village Attorney John Quick explained the next steps in the process and clarified why he could not serve as both Village Attorney and Interim Village Manager.

Mayor Sharon Mahoney indicated that she had reached out to the Florida League of Cities for a list of interim manager job seekers. She suggested appointing Chief Building Official Sheila Denoncourt as Acting Village Manager until the Council was able to hold a special meeting to fill the role on a longer-term basis.

Chief Building Official Denoncourt was appointed to serve as Acting Village Manager, with next steps to be determined.

Mayor Sharon Mahoney opened public comment.

Speakers included:

Van Cadenhead
Elizabeth Jolin
Ty Harris
Susan Raffanello
Joe Wischmeyer

There being no one else wishing to speak, Mayor Mahoney closed public comment.

The meeting recessed at 6:47 p.m. and reconvened at 6:57 p.m.

ACTION: Motion to Approve item VII.A. by Don Horton second by Deb Gillis;

Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis

NAYS: None

ABSTAIN: None

ACTION: Motion to Direct the Acting Manager to follow up on meeting the members in the FLC Transition List item VII.A. by Don Horton second by Deb Gillis;

Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis

NAYS: None

ABSTAIN: None

ACTION: Motion to Direct an internal search with piggybacking while working towards an RFP item VII.A. by Don Horton second by Deb Gillis;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis
NAYS: None
ABSTAIN: None

ACTION: Motion to Approve a temporary salary increase for Acting Village Manager Denoncourt item VII.A. by Don Horton second by Deb Gillis;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis
NAYS: None
ABSTAIN: None

VIII. RESOLUTIONS

- A. Administrative Appeal relating to a Denial of a Vacation Rental License **TAB A - This item is continued to February 11, 2025 at this time and place** (Jennifer DeBoisbriand , Planning Director)
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING ADMINISTRATIVE APPEAL NO. PLADA20240251 FILED BY BARTON W SMITH, AGENT FOR 81641 ISLAMORADA LLC (APPELLANT) RELATING TO AN ADMINISTRATIVE DECISION AND INTERPRETATION BY THE DIRECTOR OF PLANNING (DENIAL OF A VACATION RENTAL LICENSE) FOR PROPERTY LOCATED AT 81641 OLD HWY, HAVING REAL ESTATE NUMBER 00401660-000000, ON UPPER MATECUMBE KEY; AS LEGALLY DESCRIBED HEREIN; PROVIDING FOR THE TRANSMITTAL OF THIS RESOLUTION TO THE STATE DEPARTMENT OF COMMERCE AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS RESOLUTION FROM THE STATE DEPARTMENT OF COMMERCE.

IX. ORDINANCES

- A. Extending the Moratorium on Building Permit Allocations (BPAS) **TAB B** (John Quick, Interim Village Attorney)
AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, EXTENDING THE TEMPORARY MORATORIUM

**ESTABLISHED PURSUANT TO ORDINANCE NO. 23-10
RELATING TO THE ACCEPTANCE OF NEW MARKET RATE
RESIDENTIAL BUILDING PERMIT ALLOCATION SYSTEM
(BPAS) APPLICATIONS (WITH OR WITHOUT LAND
DEDICATIONS); PROVIDING FOR SEVERABILITY; PROVIDING
FOR CONFLICTS; PROVIDING FOR THE TRANSMITTAL OF THIS
ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE;
AND PROVIDING FOR AN EFFECTIVE DATE UPON THE
APPROVAL OF THIS ORDINANCE BY THE STATE
DEPARTMENT OF COMMERCE.**

Planning Director Jennifer DeBoisbriand introduced the item noting that there remained fifty-four (54) market rate applications in the queue. There were no additional market rate BPAS applicants, with or without land dedication.

Due to the number of pending market rate applications in the queue and the immediate uncertainty of the availability of additional allocations, Council adopted a moratorium in September 2023 and extended it in early 2024. The current moratorium was set to expire in February 2025.

Mayor Sharon Mahoney opened public comment.

Speakers included:
Joe Wischmeier

There being no one else wishing to speak, Mayor Mahoney closed public comment.

ACTION:	Motion to Approve item IX.A. by Steve Friedman second by Deb Gillis; Motion Passed with a 5:0 vote
AYES:	Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis
NAYS:	None
ABSTAIN:	None

X. QUASI-JUDICIAL

- A.** Ordinance Amendment to the Future Land Use Map for Parcel 00404730-000000 - **First Reading TAB C** (Jennifer DeBoisbriand , Planning Director)

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST OF LYNN L BELL TO AMEND THE VILLAGE'S FUTURE LAND USE MAP FROM RESIDENTIAL MEDIUM (RM) TO MIXED USE (MU) FOR THE SUBJECT PROPERTY, LOCATED ON UPPER MATECUMBE KEY, WITH REAL ESTATE NUMBER 00404730-000000, AS LEGALLY DESCRIBED HEREIN; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN

**EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE
BY THE STATE DEPARTMENT OF COMMERCE.**

Tabs C and D were combined for discussion but would be voted on separately.

Vice Mayor Don Horton abstained from the vote.

Council was asked to disclose any ex parte communications:

Council Member Deb Gillis noted the item came before her while she sat on the LPA.

Mayor Sharon Mahoney noted she had no recent communications.

Council Member Joseph B. Pinder III talked to Ty Harris about him coming to tonight's meeting.

Council Member Steve Freidman had none.

Planning Director Jennifer DeBoisbriand introduced the requests noting that staff reviewed the request for FLUM Amendment from Residential Medium to Mixed Use and determined that the request meets the criteria. Therefore, staff recommended approval of the map amendment.

She further noted that staff had reviewed the request for Zoning Map Amendment from Settlers Residential to Highway Commercial and determined that the request meets the criteria. Therefore, staff recommended approval of the map amendment.

Ty Harris represented the applicant.

Mayor Mahoney called for testimony first from speakers in favor of the requests and then from those opposed:

In favor:

None

Opposed:

Sue Miller

ACTION: Motion to Approve item X.A. by Deb Gillis second by Steve Friedman;

Motion Passed with a 4:0 vote

AYES: Sharon Mahoney, Joseph B. Pinder III, Steve Friedman, Deb Gillis

NAYS: None

ABSTAIN: Don Horton

- B.** Ordinance Amendment to the Official Zoning Map for Parcel 00404730-000000 - **First Reading TAB D** (Jennifer DeBoisbriand , Planning Director)

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST OF LYNN L BELL, TO AMEND THE OFFICIAL ZONING MAP FROM SETTLERS RESIDENTIAL (SR) TO HIGHWAY COMMERCIAL (HC) FOR THE

SUBJECT PROPERTY, LOCATED ON UPPER MATECUMBE KEY, WITH REAL ESTATE NUMBER 00404730-000000, AS LEGALLY DESCRIBED HEREIN; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF COMMERCE.

ACTION: Motion to Approve item X.B. by Deb Gillis second by Steve Friedman;

Motion Passed with a 4:0 vote

AYES: Sharon Mahoney, Joseph B. Pinder III, Steve Friedman, Deb Gillis

NAYS: None

ABSTAIN: Don Horton

- C. Administrative Relief - 169 Hibiscus Street **TAB E** (Jennifer DeBoisbriand , Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY NATIVE RENTAL PROPERTIES FOR ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY LOCATED AT 169 HIBISCUS STREET, PLANTATION KEY, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE.

Council was asked to disclose any ex parte communications:

Mayor Sharon Mahoney - none

Council Member Deb Gillis - none

Vice Mayor Don Horton - none

Council Member Steve Freidman - none

Council Member Joseph B. Pinder III - none

Planning Director Jennifer DeBoisbriand summarized the request and noted remedies offered under Code Section 30-477(f):

At the conclusion of the public hearing, the Village Council may take any or a combination of the following actions:

- (1) Grant the applicant an allocation award for all or part of the allocation requested in the next succeeding allocation period or extended pro rata over several succeeding allocation periods.
- (2) Offer to purchase the property at its fair market value.
- (3) Suggest such other relief as may be necessary and appropriate.

The Village currently had twenty-two (22) allocations available for administrative relief.

Mayor Mahoney called for testimony first from speakers in favor of the requests and then from those opposed:

In favor:
None

Opposed:
Jim Enright

There being no one else wishing to provide testimony, Mayor Mahoney closed public testimony.

ACTION: Motion to Approve w/Change to Owner item X.C. by Don Horton second by Deb Gillis;
Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis

NAYS: None

ABSTAIN: None

- D. Administrative Relief - 171 Hibiscus Street **TAB F** (Jennifer DeBoisbriand , Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY ISLAMORADA REALTY INVESTMENT TRUST FOR ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY LOCATED AT 171 HIBISCUS STREET, PLANTATION KEY, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE.

Council was asked to disclose any ex parte communications:

Mayor Sharon Mahoney - none

Council Member Deb Gillis - none

Vice Mayor Don Horton - none

Council Member Steve Freidman - none

Council Member Joseph B. Pinder III - none

Planning Director Jennifer DeBoisbriand summarized the request and noted remedies offered under Code Section 30-477(f):

At the conclusion of the public hearing, the Village Council may take any or a combination of the following actions:

- (1) Grant the applicant an allocation award for all or part of the allocation requested in the next succeeding allocation period or extended pro rata over several succeeding allocation periods.
- (2) Offer to purchase the property at its fair market value.
- (3) Suggest such other relief as may be necessary and appropriate.

The Village currently had twenty-two (22) allocations available for administrative relief.

Mayor Mahoney called for testimony first from speakers in favor of the requests

and then from those opposed.

There being no one wishing to provide testimony, Mayor Mahoney closed public testimony.

ACTION: Motion to Approve item X.D. by Deb Gillis second by Joseph B. Pinder III;

Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve Friedman, Deb Gillis

NAYS: None

ABSTAIN: None

- E. Administrative Relief - 267 Hibiscus Street **TAB G** (Jennifer DeBoisbriand , Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY ISLAMORADA REALTY INVESTMENT TRUST FOR ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY LOCATED AT 267 HIBISCUS STREET, PLANTATION KEY, AS LEGALLY DESCRIBED IN EXHIBIT “A”; PROVIDING FOR TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE.

Council was asked to disclose any ex parte communications:

Mayor Sharon Mahoney - none

Council Member Deb Gillis - none

Vice Mayor Don Horton - none

Council Member Steve Freidman - none

Council Member Joseph B. Pinder III - none

Planning Director Jennifer DeBoisbriand summarized the request and noted remedies offered under Code Section 30-477(f):

At the conclusion of the public hearing, the Village Council may take any or a combination of the following actions:

- (1) Grant the applicant an allocation award for all or part of the allocation requested in the next succeeding allocation period or extended pro rata over several succeeding allocation periods.
- (2) Offer to purchase the property at its fair market value.
- (3) Suggest such other relief as may be necessary and appropriate.

The Village currently had twenty-two (22) allocations available for administrative relief.

Mayor Mahoney called for testimony first from speakers in favor of the requests and then from those opposed.

There being no one wishing to provide testimony, Mayor Mahoney closed public testimony.

ACTION: Motion to Approve item X.E. by Deb Gillis second by Don Horton;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Joseph B. Pinder III, Don Horton, Steve
Friedman, Deb Gillis
NAYS: None
ABSTAIN: None

XI. ADJOURNMENT

Council Member Joseph B. Pinder III moved to adjourn the meeting at 7:51 p.m.



Marne McGrath
Village Clerk



Council Communication

To: Mayor and Village Council
From: Peter Frezza, Environmental Resources Manager
Date: February 11, 2025
SUBJECT: **Resolution Approving Amendment No. 1 to DEP Agreement No. KG002 Between the FDEP and the Village Relating to Funding through the Florida Keys Stewardship Act for the Lower Matecumbe Canals Culvert Restoration Project TAB 5**

Background:

Using results from demonstration programs along with water quality data from the Canal Management Master Plan and the Village's updated canal water quality ranking evaluation, the Village is moving forward with a culvert pipe restoration project within the dead-end canal system on the southern end of Lower Matecumbe Key. The goal of the project is to improve water circulation and dissolved oxygen in the Lower Matecumbe canal network by increasing tidal exchange with nearshore waters.

The State of Florida's previous three fiscal years' budgets allocated \$20 million each year for Florida Keys entities under the Stewardship Act. The Village's 17.5% share totaled \$10,500,000 combined for 2022-23, 2023-24, and 2024-25, which were years three through five of the program funding. At its meeting on October 8, 2024, the Village Council adopted Resolution No. 24-10-106, approving Agreement No. KG002 between the Florida Department of Environmental Protection ("FDEP") and the Village whereby FDEP would reimburse the Village up to \$1,999,959.31 for costs of the Lower Matecumbe Canals Culvert Restoration Project ("the Project"). Construction costs of the Project are currently expected to be at least \$5.2 million.

Analysis:

Exhibit A to the attached Resolution is Amendment No. 1 to Agreement No. KG002 between FDEP and the Village which would increase the funding amount within the grant agreement by \$2,165,598.28. This is the amount of funding remaining (or leftover) from years 2022-23 and 2024-25. The DEP [Grant] Agreement No. KG002 attached as Exhibit A to the attached Resolution specifies the conditions and terms under which the Village would be reimbursed for costs incurred relating to the canal restoration project as described in Attachment 3-1 to the Agreement (the Grant Work Plan). The Grant Work Plan, which was developed and submitted by the Village's Environmental Resources Manager and Finance Department, was further revised by FDEP staff. The attached Resolution would authorize the Village Manager to sign Amendment No. 1 to the grant agreement on behalf of the Village.

Budget Impact:

Expenditures related to this project would be accounted for in the Capital Project Fund, and the grant proceeds would be recorded as an offsetting revenue source. Based upon the estimates of costs to be reimbursed and included in the Grant Work Plan, the Village would receive up to \$4,165,557 in reimbursement for costs incurred from this project. This grant is expected to cover partial construction cost of the project.

Staff Impact:

Finance Department staff and the Environmental Resources Manager are acting in the capacity of Grant Managers for the Grantee, and staff would be responsible for providing and submitting the documentation and deliverables specified in the Grant Agreement.

Recommendation:

It is recommended that the Village Council pass and adopt the attached Resolution, thereby approving Amendment 1 to DEP Agreement No. KG002.

- Attachments:**
1. Resolution_Amend 1 to KG002_021125 RVCM
 2. Exhibit A_KG002 A1_drafted

RESOLUTION NO. 25-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AMENDMENT 1 TO AGREEMENT KG002 BETWEEN THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE VILLAGE RELATED TO FLORIDA KEYS STEWARDSHIP ACT FUNDING; AUTHORIZING VILLAGE OFFICIALS TO TAKE ALL STEPS NECESSARY TO FINALIZE AND IMPLEMENT THE TERMS AND CONDITIONS OF THE AMENDMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on April 14, 2016, General Bill CS/CS/HB 447: Local Government Environmental Financing (the "Florida Keys Stewardship Act") was signed by the Governor of Florida, and the bill became effective July 1, 2016; and

WHEREAS, pursuant to Chapter 2016-225, Section 6, Laws of Florida, which established the Florida Keys Stewardship Act, the Florida Department of Environmental Protection ("FDEP") administers a grant program for distribution of funds appropriated by the Florida Legislature in the State of Florida's annual budgets; and

WHEREAS, on October 8, 2024, the Village Council of Islamorada, Village of Islands (the "Village Council") adopted Resolution No. 24-10-106 approving Agreement No. KG002 between FDEP and Islamorada, Village of Islands (the "Village"), for use of Florida Keys Stewardship Act grant funds in the amount of \$1,999,959.31 for the Lower Matecumbe Canals Culvert Restoration Project ("the Project"); and

WHEREAS, the Village has Two Million One Hundred Sixty-five Thousand Five Hundred Ninety-eight Dollars (\$2,165,598.28) available through the Florida Keys Stewardship Act for water quality project-related cost reimbursement on projects from years 2022-23 and 2024-25; and

WHEREAS, the Village requested an amendment to Agreement No. KG002 to utilize the remaining FY 2022-23 and 2024-25 Stewardship Act Grant funds to increase the Grant amount by \$2,165,598.28 for the Project; and

WHEREAS, the Village Council finds that it is in the best interest of the Village to approve Amendment 1 to Agreement No. KG002 through which the Village would receive reimbursement for construction costs added to the Grant Work Plan as set forth in the Amendment attached as Exhibit "A" hereto.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

Section 2. **Approval of Amendment.** The Village Council hereby approves Amendment 1 to Agreement No. KG002 between the Village and FDEP for the reimbursement of project costs, together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. **Authorization of Village Officials.** The Village Manager and Village Attorney are authorized to take all steps necessary to finalize and implement the terms and conditions of the Amendment.

Section 4. **Execution of Documents.** The Village Manager is hereby designated as the authorized representative to execute the Amendment, which will become a binding obligation in accordance with its terms when signed by both parties. The Village Manager is authorized to represent the Village in carrying out the Village's responsibilities under the Amendment. The Village Manager is authorized to delegate responsibility to appropriate Village staff to carry out technical, financial, and administrative activities associated with the Amendment.

Section 5. **Effective Date.** This Resolution shall become effective immediately upon its adoption.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Sharon Mahoney _____

Vice Mayor Don Horton _____

Councilman Steve Friedman _____

Councilwoman Deb Gillis _____

Councilmember _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

**AMENDMENT NO. 1
TO AGREEMENT NO. KG002
BETWEEN
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
AND
ISLAMORADA, VILLAGE OF ISLANDS**

This Amendment to Agreement No. KG002 (Agreement) is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and the Islamorada, Village of Islands (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee for Lower Matecumbe Canals Culvert Restoration Project (Project), effective October 11, 2024; and,

WHEREAS, \$298,931.55 in additional funding for this Project is provided under Line Item 1669 of the 2022-2023 General Appropriations Act; and,

WHEREAS, \$1,866,666.73 in additional funding for this Project is provided under Line Item 1736 of the 2024-2025 General Appropriations Act; and the total funding for this Agreement is now \$4,165,557.59; and,

WHEREAS, the reimbursement period for the additional funding provided under Line Item 1736 of the 2024-2025 General Appropriations Act begins on July 1, 2024; and,

WHEREAS, other changes to the Agreement are necessary; and,

WHEREAS, the parties have agreed to amend the Agreement as set forth herein.

NOW THEREFORE, the parties agree as follows:

1. Section 5. of the Standard Grant Agreement is hereby revised to the following:

Total Amount of Funding:	Funding Source?	Award #s or Line Item Appropriations:	Amount per Source(s):
	☒ State ☐ Federal	Keys, GAA LI 1669, FY 22-23, GR	\$431,560.96
	☒ State ☐ Federal	Keys, GAA LI 1709, FY 23-24, GR	\$1,867,329.90
	☒ State ☐ Federal	Keys, GAA LI 1736, FY 24-25, GR	\$1,866,666.73
\$4,165,557.59		☐ Grantee Match	
Total Amount of Funding + Grantee Match, if any:			\$4,165,557.59

2. Attachment 3, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-1, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3 shall hereinafter refer to Attachment 3-1, Revised Grant Work Plan.
3. Attachment 5, Special Audit Requirements, is hereby deleted in its entirety and replaced with Attachment 5-1, Revised Special Audit Requirements, attached hereto and made a part of the Agreement. All references in the Agreement to Attachment 5, shall hereinafter refer to Attachment 5-1, Revised Special Audit Requirements.
4. All other terms and conditions of the Agreement remain in effect. If and to the extent that any inconsistency may appear between the Agreement and this Amendment, the provisions of this Amendment shall control.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

The parties agree to the terms and conditions of this Amendment and have duly authorized their respective representatives to sign it on the dates indicated below.

ISLAMORADA, VILLAGE OF ISLANDS

STATE OF FLORIDA DEPARTMENT OF
ENVIRONMENTAL PROTECTION

By: _____
Authorized Signature

By: _____
Secretary or Designee

Robert Cole, Village Manager
Print Name and Title

Angela Knecht, Division Director
Print Name and Title

Date: _____

Date: _____

Sarah Louissaint, DEP Grant Manager

Nathan Jagoda, DEP QC Reviewer

List of attachments/exhibits included as part of this Amendment:

<u>Specify Type</u>	<u>Letter/ Number</u>	<u>Description</u>
Attachment	3-1	Revised Grant Work Plan
Attachment	5-1	Revised Special Audit Requirements

ATTACHMENT 3-1 REVISED GRANT WORK PLAN

PROJECT TITLE: Lower Matecumbe Canals Culvert Restoration Project

PROJECT LOCATION: The Project will be located in the City of Islamorada within Monroe County; Lat/Long (24.8599, -80.7258). See Figure 1 for a location map.

PROJECT BACKGROUND: In 2017, Monroe County and Islamorada completed a technology evaluation of several systems as part of canal restoration efforts. The technologies evaluated included injection wells, pump-in recirculation systems, culverts installed via directional drilling and/or trenching, bio-augmented aeration and organic sediment removal. The evaluation determined that the installation of culvert pipes is a highly efficient technology to facilitate flushing and improve water quality in dead end canal systems. This technology effectively increased oxygenation by improving circulation and exchange. This is in alignment with the purpose of culverts which are to stimulate the exchange with cleaner near shore waters.

The Lower Matecumbe Canal network includes canals 150, 151, 152, 155 and 157. The network has poor water quality and lack of flushing due to canal orientation making it a favorable location for the installation of culvert pipes to improve the water quality within the canal system and nearshore waters. This canal system is part of Islamorada's Canal Work Plan, and these canals rank highly on the Village's canal restoration project list. Installation of culvert pipes is a relatively easy and inexpensive method of restoring multiple canals in this location, due to their proximity to one another. The goals of the proposed improvements are to restore the impaired waters of the canals, increase the dissolved oxygen levels to meet State 62-302 Class III marine water quality standards, and improve nearshore water quality.

PROJECT DESCRIPTION: The Grantee will construct multiple side-by-side 4' x 4' box culverts underneath roads at strategic locations to hydrologically connect canals 150, 151, 152, 155 and 157.

TASKS: All documentation should be submitted electronically unless otherwise indicated and should be submitted prior to the expiration of the grant agreement.

Task 1: Construction

Deliverables: The Grantee will construct the Lower Matecumbe Canals Culvert Restoration Project in accordance with the construction contract documents.

Documentation: The Grantee will submit: 1) a copy of the final design; 2) a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

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PROJECT TIMELINE & BUDGET DETAIL: The tasks must be completed by the corresponding task end date. Cost reimbursable grant funding must not exceed the budget amounts as indicated below.

For any Task with a Budget Category of Contractual Services, the Grantee shall submit a copy of the executed subcontract to the Department prior to submitting any invoices for subcontracted work.

Task No.	Task Title	Budget Category	Grant Amount	Task Start Date	Task End Date
1	Construction	Contractual Services	\$4,165,557.59	07/01/2023	06/30/2027
Total:			\$4,165,557.59		

Figure 1: Location Map



STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Revised Special Audit Requirements
(State and Federal Financial Assistance)

Attachment 5-1

The administration of resources awarded by the Department of Environmental Protection (*which may be referred to as the "Department", "DEP", "FDEP" or "Grantor", or other name in the agreement*) to the recipient (*which may be referred to as the "Recipient", "Grantee" or other name in the agreement*) may be subject to audits and/or monitoring by the Department of Environmental Protection, as described in this attachment.

MONITORING

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by DEP Department staff, limited scope audits as defined by 2 CFR 200.425, or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of Environmental Protection. In the event the Department of Environmental Protection determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

AUDITS

PART I: FEDERALLY FUNDED

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR §200.330

1. A recipient that expends \$1,000,000 or more in Federal awards in its fiscal year, must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. EXHIBIT 1 to this Attachment indicates Federal funds awarded through the Department of Environmental Protection by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of Environmental Protection. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR 200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200.514 will meet the requirements of this part.
2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508-512.
3. A recipient that expends less than \$1,000,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F-Audit Requirements. If the recipient expends less than \$1,000,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F-Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from non-federal entities).
4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at <https://sam.gov/content/assistance-listings>.

Attachment 5-1

1 of 6

PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this form lists the state financial assistance awarded through the Department of Environmental Protection by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal year ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <http://www.fldfs.com/> and the Auditor General's Website at <http://www.myflorida.com/audgen/>.

PART III: OTHER AUDIT REQUIREMENTS

(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)

PART IV: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and required by PART I of this form shall be submitted, when required by 2 CFR 200.512, by or on behalf of the recipient directly to the Federal Audit Clearinghouse (FAC) as provided in 2 CFR 200.36 and 200.512
 - A. The Federal Audit Clearinghouse designated in 2 CFR §200.501(a) (the number of copies required by 2 CFR §200.501(a) should be submitted to the Federal Audit Clearinghouse), at the following address:

By Mail:

Federal Audit Clearinghouse
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's Internet Data Entry System which can be found at <http://harvester.census.gov/facweb/>

2. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:

- A. The Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection
Office of Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:

FDEPSingleAudit@dep.state.fl.us

- B. The Auditor General's Office at the following address:

Auditor General
Local Government Audits/342
Claude Pepper Building, Room 401
111 West Madison Street
Tallahassee, Florida 32399-1450

The Auditor General's website (<http://flauditor.gov/>) provides instructions for filing an electronic copy of a financial reporting package.

3. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection
Office of Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:

FDEPSingleAudit@dep.state.fl.us

4. Any reports, management letters, or other information required to be submitted to the Department of Environmental Protection pursuant to this Agreement shall be submitted timely in accordance with 2 CFR 200.512, section 215.97, F.S., and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

Attachment 5-1

3 of 6

5. Recipients, when submitting financial reporting packages to the Department of Environmental Protection for audits done in accordance with 2 CFR 200, Subpart F-Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (non and for-profit organizations), Rules of the Auditor General, should indicate the date and time the reporting package was delivered to the recipient and any correspondence accompanying the reporting package.

PART V: RECORD RETENTION

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award and this Agreement for a period of **five (5)** years from the date the audit report is issued, and shall allow the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **three (3)** years from the date the audit report is issued, unless extended in writing by the Department of Environmental Protection.

EXHIBIT – 1

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Note: If the resources awarded to the recipient represent more than one federal program, provide the same information shown below for each federal program and show total federal resources awarded

Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program A	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				\$	
Federal Program B	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				\$	

Note: Of the resources awarded to the recipient represent more than one federal program, list applicable compliance requirements for each federal program in the same manner as shown below:

Federal Program A	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	
Federal Program B	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	

Note: If the resources awarded to the recipient for matching represent more than one federal program, provide the same information shown below for each federal program and show total state resources awarded for matching.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program A	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category
Federal Program B	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

Note: If the resources awarded to the recipient represent more than one state project, provide the same information shown below for each state project and show total state financial assistance awarded that is subject to section 215.97, F.S.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program A	State Awarding Agency	State Fiscal Year ¹	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Original Agreement	Department of Environmental Protection	2022-2023	37.039	Statewide Water Quality Restoration Projects - LI 1669	\$132,629.41	141115
Original Agreement	Department of Environmental Protection	2023-2024	37.039	Statewide Water Quality Restoration Projects - LI 1709	\$1,867,329.90	141115
Amendment 1	Department of Environmental Protection	2022-2023	37.039	Statewide Water Quality Restoration Projects - LI 1669	\$298,931.55	141115
Amendment 1	Department of Environmental Protection	2024-2025	37.039	Statewide Water Quality Restoration Projects - LI 1736	\$1,866,666.73	141115
State Program B	State Awarding Agency	State Fiscal Year ²	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category

Total Award	\$4,165,557.59	
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Note: List applicable compliance requirement in the same manner as illustrated above for federal resources. For matching resources provided by the Department for DEP for federal programs, the requirements might be similar to the requirements for the applicable federal programs. Also, to the extent that different requirements pertain to different amount for the non-federal resources, there may be more than one grouping (i.e. 1, 2, 3, etc.) listed under this category.

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<https://sam.gov/content/assistance-listings>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>], and State Projects Compliance Supplement (Part Four: State Projects Compliance Supplement [https://apps.fldfs.com/fsaa/state_project_compliance.aspx]). The services/purposes for which the funds are to be used are included in the Agreement's Grant Work Plan. Any match required by the Recipient is clearly indicated in the Agreement.

¹ Subject to change by Change Order.

² Subject to change by Change Order.

Attachment 5-1, Exhibit 1

6 of 6



Council Communication

To: Mayor and Village Council
From: A.J. Engelmeyer, Public Works Director
Date: February 11, 2025
SUBJECT: **Resolution Approving An Amendment To The Agreement With Monifi Technology Group To Include An Expansion Of The Village's Current Surveillance Camera System To Include Wastewater Stations TAB 6**

Background:

On May 7, 2024, the Village Council approved the Surveillance Camera System Project for several Village-owned properties, including the Administrative Center, Plantation Yacht Harbor Marina, Ron Levy Aquatic Center, and Public Works area. This project aimed to replace aging and disjointed systems with a unified and centralized surveillance camera system capable of expansion and adaptability to future infrastructure changes. The project's implementation was awarded to Monifi Technology Group, with a total approved cost of \$50,075.00.

Following the successful approval and initial implementation of this project, staff have identified a critical need to expand surveillance capabilities to include the Wastewater Stations. The facilities require surveillance cameras to enhance security, monitor operations, and protect vital infrastructure and equipment.

Recently, the Wastewater Stations have experienced security issues, including the theft of over \$20,000 worth of equipment. These incidents highlight the urgent need for enhanced surveillance to deter further losses and ensure the safety of Village assets.

Analysis:

The proposed expansion to include surveillance cameras at the Wastewater Station will follow the framework of the previously approved Surveillance Camera System Project. This approach ensures continuity and compatibility with the existing system and avoids the inefficiencies of utilizing disjointed technologies.

The additional cameras will provide both indoor and outdoor coverage at the Wastewater Station, aligning with the priorities and standards established in the original project. The solution will integrate seamlessly with the centralized system managed by the Village's IT Systems Engineer and other relevant department heads.

Budget Impact:

The Village anticipates funding this expansion through the same revenue sources used for the initial project, including the Local Government Discretionary Sales Surtax. The total cost of the Project is expected not to exceed \$75,745.00. The Wastewater Utility Fund currently includes

\$50,000.00 for security cameras. If approved, staff would present a budget amendment to increase the wastewater utility account budget by \$25,745.00.

Staff Impact:

The Village's Public Works Director will oversee the expansion of the Surveillance Camera System to the Wastewater Station, in coordination with the IT Systems Engineer. This ensures proper scheduling, installation, and system integration. The staff impact is expected to be minimal, as the implementation process will mirror the methods used during the initial project.

Recommendation:

It is recommended that the Village Council adopt the attached Resolution, thereby approving a First Amendment to the Agreement Between Monifi Technology Group and the Village for the installation of surveillance cameras at the Wastewater Stations, consistent with the terms of the previously approved project. .

- Attachments:**
1. Resolution
 2. Exhibit A
 3. Exhibit 1

RESOLUTION NO. 25-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AN AMENDMENT TO THE AGREEMENT WITH MONIFI TECHNOLOGY GROUP TO INCLUDE AN EXPANSION OF THE VILLAGE'S CURRENT SURVEILLANCE CAMERA SYSTEM TO INCLUDE WASTEWATER STATIONS; AUTHORIZING VILLAGE OFFICIALS TO IMPLIMENT THE TERMS AND CONDISITONS FO THE AMENDMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; APPROVING A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on February 5, 2024, the Village issued Request for Proposal (RFP) 24-04 to solicit proposals form qualified firms to complete the Surveillance Camera System Project (the "Project"); and

WHEREAS, an Evaluation Committee (the "Committee") was established to review responsive proposals to the RFP and make a recommendation to the Village Council for the selection of a Contractor to complete the Project; and

WHEREAS, the Committee reviewed the nine (9) proposals received using the selection criteria detailed in RFP 24-04 and recommended selection for the highest-ranked proposal from Monifi Technology Group, LLC ("Monifi") for the Project for an amount not to exceed Fifty Thousand Seventy Five and 00/100 Dollars (\$50,075.00) to complete the Project; and

WHEREAS, on May 7th, 2024, the Village Council approved the Surveillance Camera System Project for several Village-owned properties, including the Administrative Center, Plantation Yacht Harbor Marina, Ron Levy Aquatic Center, and Public Works area; and

WHEREAS, the Wastewater Stations have recently experienced security issues, including the theft of over \$20,000 worth of equipment; and

WHEREAS, accordingly staff have identified a critical need to expand surveillance capabilities to include the Wastewater Stations; and

WHEREAS, the Village Council finds that expansion of the current surveillance camera system to include the wastewater stations is in the best interest of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Amendments. The Village Council hereby approves the Amendment to the Agreement, a copy of which is attached hereto as Exhibit "A," ("Amendment") between Monifi and the Village to provide an expanded surveillance camera system, together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. Authorization of Village Officials. The Village Manager and/or her designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the Amendment.

Section 4. Execution of Amendment. The Village Manager is authorized to execute the Amendment with Monifi on behalf of the Village, to execute any required documents to implement the terms and conditions of the Amendment, and to execute any additional extension and/or amendments, subject to approval as to form and legality by the Village Attorney.

Section 5. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of

the Amendment.

Section 6. **Waiver of Competitive Bidding.** In accordance with Section 2-328(a) and (e) of the Village Code, the Village Council waives the competitive bidding provisions of the Village Code for these purchases.

Section 7. **Effective Date.** This Resolution shall take effect immediately upon its adoption.

Motion to adopt by _____, second by _____.

FINAL VOTE AT ADOPTION
VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Sharon Mahoney	_____
Vice Mayor Don Horton	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilmember	_____

PASSED AND ADOPTED ON THIS ____ DAY OF _____, 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND
LEGALITY FOR THE USE AND BENEFIT
OF ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

**FIRST AMENDMENT TO
AGREEMENT BETWEEN
ISLAMORADA, VILLAGE OF ISLANDS
AND
MONIFI TECHNOLOGY GROUP, LLC**

THIS FIRST AMENDMENT to the Agreement (the "First Amendment") is made between **MONIFI TECHNOLOGY GROUP, LLC** a Florida Limited Liability Company ("CONTRACTOR") and **ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA**, a Florida municipal corporation (the "VILLAGE").

WHEREAS, CONTRACTOR and the VILLAGE entered into a certain Agreement (the "Agreement") effective May 7, 2024; and

WHEREAS, the parties desire to enter into this First Amendment to modify the scope of work and update the corresponding pricing pursuant to Section 9.01 of the Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth in this First Amendment, CONTRACTOR and the VILLAGE agree as follows.

Section 1. Amendments to Article II and IV of the Agreement. The Agreement is amended to replace Sections 2.01 and 4.01, with the following language:

**ARTICLE II
SCOPE OF WORK**

Section 2.01 CONTRACTOR shall furnish all necessary expertise, personnel, tools, materials, equipment and supervision, to perform all of the work for the Project described in the RFP, and the Proposal, a copy of which is attached hereto and specifically made a part of this Agreement as Composite Exhibit "1".

**ARTICLE IV
CONTRACT PRICE, GUARANTEES AND WARRANTIES**

Section 4.01 The VILLAGE hereby agrees to pay CONTRACTOR for the faithful performance of this Agreement for work completed in accordance with the Proposal attached hereto as Composite Exhibit "A", and as directed by VILLAGE. Prices for work completed by the CONTRACTOR shall be as reflected in Composite Exhibit "A". A total contract price hereto is referred to as "Contract Price" and shall not exceed **One Hundred Twenty-Five Thousand Eight Hundred Twenty and no-100 Dollars (\$125,820.00)**.

Section 2. No Further Modifications. All other terms and conditions of the existing Agreement not in conflict or superseded by this First Amendment shall remain in full force and effect as if set forth herein.

Section 3. Effective Date. This First Amendment shall be effective upon execution by all parties.

IN WITNESS WHEREOF, the parties execute this First Amendment on the respective dates under each signature: the VILLAGE, signing by and through its Village Manager, attested to by its Village Clerk, and CONTRACTOR by and through its principal.

Attest:

ISLAMORADA, VILLAGE OF ISLANDS

Marne McGrath, Village Clerk

By: _____
Sheila Denoncourt, Village Manager

Date: _____

APPROVED AS TO FORM AND LEGALITY FOR
THE SOLE USE AND BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, ONLY

By: _____
Weiss Serota Helfman Cole & Bierman, P.L.
Village Attorney

CONTRACTOR

By: _____

Print Name: _____

Title: _____

Date: _____



Proposal # ISLA1000RFP2404

12 March 2024

Islamorada Camera Project RFP 24-04

Vince Tarves

Islamorada, Village of Islands
86800 Overseas Hwy
Islamorada, FL 33037

Monifi Technology Group

82801 Overseas Hwy. #1439
Islamorada, FL 33036
305-922-2762 Main

Unit	DETAILS	Amount	LINE TOTAL
11	Dome Camera 8MP IPFX-D80V-IRW3	775.00	8,525.00
4	IPEL-PB80F-ADW1 Panoramic Camera 180 Degree View	850.00	3,400.00
2	8 Port Aruba InstaOn 1Gbps Switch	550.00	1,100.00
5	48v POE Injectors	105.00	525.00
1	Network Video Recorder 32 Channel 40TB Recording Storage	7,500.00	7,500.00
3	1000' Cat6e Cable Outdoor Rated Direct Burial UV Protected	425.00	1,275.00
1	Mics Parts, brackets, weatherproofing gel and other items	1,500.00	1,500.00
1	Electrical Conduit - Outlets and other Electrical hardware	5,250.00	5,250.00
120	Labor to Install and Configure Camera System w/ 2 Technicians	175.00	21,000.00
		Net Total	\$50,075.00
Taxes on Hardware Sales only		Tax	-
		TOTAL	\$50,075.00

Monifi Technology Group, LLC.
82801 Overseas Hwy, unit 1439
Islamorada, FL 33036



Monifi
Technology Group LLC

Vince Tarves
Islamorada, Village of Islands
86800 Overseas Hwy
Islamorada, FL 33037

Vince Tarves
Islamorada, Village of Islands
86800 Overseas Hwy
Islamorada, FL 33037

Estimate no.: IV1003
Estimate date: 12/13/2024

Accepted date Accepted by



Council Communication

To: Mayor and Village Council
From: Terry Abel, Fire Chief
Date: February 11, 2025
SUBJECT: **Resolution for Purchase of Fire-Dex Turnout Gear from Municipal Emergency Services TAB 7**

Background:

Every year the Village purchases new sets of turnout (bunker) gear to replace gear that has worn out or reached end of life. Bunker gear has a shelf life of only seven years and must be taken out of service and gear is on a constant rotation to ensure longest life and best use for combat firefighters in the Village. Islamorada Fire Rescue maintains a small cache of a few sets of turnout gear for when repairs are needed or gear is taken of service for cleaning and decontamination so crews may still remain in service and able to respond. The goal would be to have a spare size of each piece of gear needed to outfit crews but that goal is not fiscally responsible at this time as the cost of turnout gear continues to exponentially increase year after year.

Analysis:

The Fire Rescue Department would like to purchase 14 sets of Fire-Dex turnout (bunker) gear from Municipal Emergency Services ("MES") for a total cost of \$54,950.00.

Section 2-327(b) of the Village's Code of Ordinances related to purchasing guidelines states that purchases of or contracts for materials, supplies, equipment, improvements, or services where the total amount expended is \$25,000.00 or more to a single vendor in a single year shall be awarded by the Village Council. The Village's Code of Ordinances also states that purchases greater than \$25,000.00 must be competitively bid. Section 2-328(2) of the Code states that competitive bidding may be waived by use of an existing contract with another municipality when such contract was awarded through a competitive bid process.

The attached Resolution presented for Village Council consideration and approval would authorize the purchase of the above-described bunker gear from MES by waiving competitive bidding and "piggybacking" the competitive bid process of Lake County, Florida, resulting in Contract #22-730G with MES. The Contract was effective August 1, 2022. The Contract is attached as Exhibit "A" to the Resolution.

The Lake County selection committee was composed of Fire Rescue personnel who evaluated and field tested equipment from several manufacturers and attended training and trade shows prior to making their recommendations. The recommendation from the Lake County selection committee to purchase from MES was unanimous, and the selected equipment is the same as our current equipment and equipment utilized by surrounding mutual aid departments.

Fire-Dex turnout gear is currently what our firefighters have in use which helps when parts of the gear must be sent out for repairs the ensemble remains compliant by using other rotation gear from the same manufacturer instead of having to remove both pieces while repairs are made.

Budget Impact:

Exhibit "B" is the cost quote from MES for the sets of Fire-Dex turnout gear totaling \$54,950.00. The quote provided by MES indicated that the pricing provided the Village is according to the Lake County Contract.

The turnout gear purchase would be expensed to the Operating Supplies expenditure account for the Fire Rescue Department in the General Fund. The FY 2024-2025 adopted budget for this account includes \$300,000.00 with \$55,000.00 earmarked for bunker gear.

Staff Impact:

No changes in staffing would result from approval of the Resolution to authorize the purchase from MES. Staff is already familiar with the turnout gear because we currently use the same gear.

Recommendation:

It is recommended that the Village Council adopt the Resolution thereby approving the purchase from MES.

- Attachments:**
1. Reso_2025 MES Purchase Fire Dex Gear_02112025 RVCM
 2. 1-29-25 Islamorada QT1899307_FireDex Armor AP x 14
 3. Lake County Contract 22-730G

RESOLUTION NO. 25-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE PURCHASE OF FIRE-DEX TURNOUT GEAR FROM MUNICIPAL EMERGENCY SERVICES FOR THE VILLAGE FIRE RESCUE DEPARTMENT THROUGH PIGGYBACKING LAKE COUNTY CONTRACT #22-730G; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO EXECUTE NECESSARY DOCUMENTS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Islamorada, Village of Islands (the "Village") is in need of fourteen (14) sets of turnout gear for the Village Fire Rescue Department; and

WHEREAS, the Village desires to waive the Village's competitive bidding requirements and piggyback the competitive bid process of Lake County, Florida, through Contract #22-730G with Municipal Emergency Services (Exhibit "A") to purchase fourteen (14) sets of Fire-Dex turnout gear for a cost of \$54,950.00 (Exhibit "B"); and

WHEREAS, the Village Council finds that the purchase of the Fire-Dex turnout gear for the Fire Rescue Department from MES is in the best interest of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Purchase. The Village Council hereby approves the purchase from MES for a total amount of \$54,950.00 through piggyback of the Lake County Contract #22-730G.

Section 3. Authorization of Village Officials. The Village Manager or his designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the purchase.

Section 4. Execution of Documents. The Village Manager and the Village Attorney are hereby authorized to execute any required documents on behalf of the Village and to effectuate the purchase.

Section 5. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to purchase the fire equipment.

Section 6. Waiver of Purchasing Provisions. In accordance with Section 2-328(1) and Section 2-328(2) of the Village Code, the Village Council waives the purchasing provisions of the Village Code to utilize the services of MES without conducting a competitive bid process.

Section 7. Effective Date. This Resolution shall take effect immediately upon adoption.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Sharon Mahoney	_____
Vice Mayor Don Horton	_____
Councilman Deb Gillis	_____
Councilwoman Steve Friedman	_____
Councilman	_____

PASSED AND ADOPTED this ____ day of _____, 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNIE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN QUICK, VILLAGE ATTORNEY



(877) 637-3473

Quote

Quote # QT1899307
Date 01/29/2025
Expires 02/13/2025
Sales Rep Cool, Troy K
Shipping Method FedEx Ground
Customer ISLAMORADA FIRE RESCUE DEPARTMENT
Customer # C48432

Bill To

ISLAMORADA VILLAGE OF ISLANDS
86800 OVERSEAS HWY
Islamorada FL 33036

Ship To

ISLAMORADA VILLAGE OF ISLANDS
86800 OVERSEAS HWY
Islamorada FL 33036

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
Custom-Turnout-Coat			Custom Fire-Dex Turnout Coat 6.5 oz FireDex Armor AP Gold 7.7 oz Titanium 5.2 oz Stedair 3000	14	\$2,250.00	\$31,500.00
Custom-Turnout-Pant			Custom Fire-Dex Turnout Pant 6.5 oz. FireDex Armor AP Gold 7.7 oz Titanium 5.2 oz Stedair 3000 NO HARNESS	14	\$1,675.00	\$23,450.00

FREIGHT NOT INCLUDED
Pricing per Lake County Contract #22-730G

Subtotal \$54,950.00
Shipping Cost \$0.00
Tax Total \$0.00
Total \$54,950.00

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1899307



MODIFICATION OF CONTRACT

Modification Number: One (1) Effective Date: 9/13/2022	Contract Number: 22-730G Title: Fire Equipment, Supplies, and Services Effective Date: 08/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: gretchen.bechtel@lakecountyfl.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: Municipal Emergency Services, Inc Address: 12 Turnberry Ln, 2nd Floor City: Sandy Hook, CT 06482 ATTENTION: jrobinson@mesfire.com; rmclester@mesfire.com
Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	
INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and <u>return this form to Procurement Services within ten (10) days after receipt</u> . Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.	
DESCRIPTION OF MODIFICATION: Contract modification to add the highlighted manufacturers and pricing per the attached.	
CONTRACTOR SIGNATURE BLOCK Signature: _____ Print Name: <u>Jamie Robinson</u> Title: <u>Regional Vice President</u> Date: <u>9/13/22</u> E-mail: <u>jrobinson@mesfire.com</u> Secondary E-mail: _____	LAKE COUNTY SIGNATURE BLOCK Signature: _____ Print Name: Gretchen Bechtel, CPPB, Title: Contracting Officer II Date: _____ Digitally signed by Gretchen Bechtel, CPPB, Contracting Officer II Date: 2022.09.15 08:19:49 -04'00'
Distribution: Original – Bid File Copy – Contractor Contracting Officer	



CONTRACT NO. 22-730G
For
Fire Equipment, Supplies, and Services

LAKE COUNTY, FLORIDA, a political subdivision of the State of Florida, through its Board of County Commissioners (hereinafter "County") does hereby accept, with noted modifications, if any, the bid of **Municipal Emergency Services, Inc.** (hereinafter "Contractor") to supply **Fire Equipment, Supplies, and Services** to the County pursuant to County Bid number 22-730 with any included addenda (hereinafter "Bid"), with an opening date of 4/28/2022, and Contractor's Bid response dated 4/25/2022, thereto with all County Bid provisions governing.

A copy of the Contractor's signed Bid is attached hereto and incorporated herein, thus making it a part of this Contract except that any items not awarded have been struck through. The attachments noted below (if any) are attached hereto and are also made a part of this Contract.

ATTACHMENTS:

Addendum 1 & 2, Exhibit A – Scope of Work, Exhibit B – Insurance Requirements, Attachment 1 – Submittal Form with General Terms & Conditions acceptance, Attachment 2 – Pricing Sheet

No financial obligation under this Contract shall accrue against the County until a specific purchase transaction is completed pursuant to the terms and conditions of this Contract.

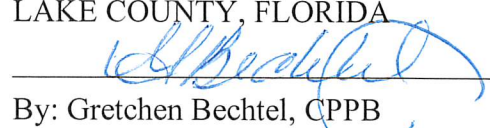
Contractor shall submit the documents hereinafter listed prior to commencement of this Contract: **N/A**

The County's Procurement Services Director shall be the sole judge as to the fact of the fulfillment of this Contract, and upon any breach thereof, shall, at his option, declare this Contract terminated, and for any loss or damage by reason of such breach, whether this Contract is terminated or not, said Contractor and their surety for any required bond shall be liable.

This Contract is effective from 8/1/2022 through 7/31/2023, except the County reserves the right to terminate this Contract immediately for cause and/or lack of funds and with thirty (30) day written notice for the convenience of the County. This Contract provides for two (2) two (2) year renewals at Lake County's sole option at the terms noted in the Bid.

Any and all modifications to this Contract must be in writing signed by the County's Procurement Services Director.

LAKE COUNTY, FLORIDA


By: Gretchen Bechtel, CPPB

Contracting Officer II

Date: 07/26/2022

Distribution: Original-Bid File
Copy-Contractor
Copy-Department



Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

SOLICITATION: Fire Equipment, Supplies, and Services

04/12/2022

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

QUESTIONS/RESPONSES

- Q1. Section 5.0 Method of Award - Is it the County's intention to award to multiple vendors as they have done in the past?
- R1. Per Section 5.0 Method of Award; The County reserves the right to make awards on a lowest price basis by individual item, group of items, all or none, or a combination; with one or more Vendors**
- Q2. Section 3.0 Delivery Requirements and Acceptance – bid calls for delivery of all products within 10 calendar days. For items in stock this is possible, but for items on order the delivery time will vary by product and brand. The delivery time can be given when a quote is requested.
- R2. Per Section 3.0 Delivery Requirements and Acceptance Section 3.5.1 Back order may be cancelled after the shipment period has lapsed. Cancellation of orders are at the discretion of the County.**
- Q3. Certain manufacturers are now including a significant surcharge to our cost which is in addition to the list price. For the county to purchase these brands off this contract, a surcharge will need to be allowed.
- R3. The solicitation provides for percent off list price. Cost shall be in accordance with contract pricing. Any additional fees shall be borne of the vendor.**

ACKNOWLEDGEMENT

Firm Name: Municipal Emergency Services

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: *Jamie Robinson*

Date: 4/25/22

ADDENDUM NO. #2

22-730

Print Name: Jamie Robinson

Title: Regional Vice President

Primary E-mail Address: jrobinson@mesfire.com

Secondary E-mail Address: rmclester@mesfire.com



Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

SOLICITATION: Fire Equipment, Supplies, and Services

03/28/2022

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

QUESTIONS/RESPONSES

Q1. I reviewed the attachments for bid 22-730 on Lake County's website and it doesn't look like the attachments have any items that need to be priced. Is there a file with the equipment and supplies you would like pricing for?

R1. Attachments 2A and 2B – The vendor shall list manufacturer brands supported.

Q2. I am looking at the Bid/RFP Number: 22-730 bid opportunity and wanted to find if I am not seeing the Attachment 2B, properly? I have opened and downloaded, but I am not seeing any of the equipment or supplies listed.

R2. Attachments 2A and 2B – The vendor shall list manufacturer brands supported.

ACKNOWLEDGEMENT

Firm Name: Municipal Emergency Services

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: *Jamie Robinson*

Date: 04/25/22

Print Name: Jamie Robinson

Title: Regional Vice President

Primary E-mail Address: jrobinson@mesfire.com

Secondary E-mail Address: rmclester@mesfire.com

FIRE EQUIPMENT, SUPPLIES, AND SERVICES

The County is establishing a vendor pool for fire equipment, supplies, and services. The County does not guarantee a dollar amount to be expended on any resulting contract(s).

1. SCOPE OF SERVICES

All items purchased shall be in accordance with all governmental standards to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA). MSDS sheets shall be provided with the shipment of any hazardous materials as required by 29 CFR 1910.1200.

2. CONTRACTOR'S RESPONSIBILITIES

Contractor shall:

- 2.1. Provide a website address for product and price lists for viewing and downloading.
- 2.2. Provide (upon request) a downloadable file of current catalog and manufacturer's price lists for the brands quoted.
- 2.3. Provide all labor, material, and equipment necessary for contract performance.
- 2.4. Provide an intensive training program to County staff regarding the use of the products or services supplied.
 - 2.4.1. Contractor shall bare all costs of registration fees, manuals, texts, or instructional materials associated with the required training.
 - 2.4.2. Training shall be at no additional cost to the County.

3. DELIVERY REQUIREMENTS AND ACCEPTANCE

- 3.1. Deliveries shall be FOB Destination – Inside Delivery.
- 3.2. Delivery will be to a county location named during order placement.
- 3.3. Deliveries shall be made within ten (10) calendar days and during regular business hours
 - 3.3.1. Monday through Friday, 8:00 a.m. to 5:00 p.m.
 - 3.3.2. Excludes County Holidays
- 3.4. Emergency orders shall be delivered within forty-eight (48) hours.
 - 3.4.1. The County will advise when the order is an emergency.
 - 3.4.2. Emergency/Disaster deliveries may be required during non-business hours.
- 3.5. Back orders shall be filled within ten (10) calendar days from the initial scheduled delivery.
 - 3.5.1. Back orders may be cancelled after shipment period has lapsed.

FIRE EQUIPMENT, SUPPLIES, AND SERVICES

3.6. County staff may pick-up in person if authorized in writing by supervisor.

3.6.1. Contractor shall maintain a copy of the written authorization.

3.7. County reserves the right to cancel an order after the order shipment period has lapsed.

4. REBATES AND SPECIAL PROMOTIONS

4.1. All rebates and special promotions offered by a manufacturer shall be passed on to the County.

4.2. Contractor shall be responsible to notify the County of rebates or special promotions.

4.3. Special promotions shall be offered to the County if pricing is lower than contract pricing.

5. REPAIR SERVICES

5.1. Hourly rates shall be straight-time and be full compensation for labor, equipment use, travel time, and any other incidentals.

5.2. Contractor shall possess all required equipment necessary to make effective repairs.

5.3. Contractor shall be factory certified to service equipment.

5.4. Contractor shall assume risk of loss or damage to County property until returned and accepted by County.

5.5. Contractor shall submit a written estimate for each service project.

5.5.1. The estimate shall be itemized and include:

5.5.1.1. Anticipated start date and completion date.

5.5.1.2. Number of hours at contracted hourly wages for project completion

5.5.1.3. List price of materials and discount per Attachment 2 – Pricing Sheet.

5.5.1.4. Lump sum estimates are not acceptable.

5.6. No work shall commence without a written Notice to Proceed.

5.7. All materials, workmanship, and equipment shall be subject to inspection and approval.

5.8. The Contractor shall correct all deficiencies/defects in work failing to conform to standard within ten (10) calendar days of notification at Contractor's expense.

6. TRAINING

6.1. Contractor shall supply a minimum of one (1) comprehensive repair and parts manual.

6.1.1. Manuals shall be included with equipment upon delivery.

FIRE EQUIPMENT, SUPPLIES, AND SERVICES

6.1.2. Manuals may be electronic.

7. WARRANTY REQUIREMENTS

- 7.1. The Contractor agrees that all materials shall be new, warranted for their merchantability, and fit for a particular purpose.
- 7.2. The Contractor agrees that the product and/or service furnished shall be covered by the most favorable commercial warranty.
- 7.3. Contractor shall assume the risk of loss of damage to the County's property during possession and until delivery and acceptance of property to the County.
- 7.4. The Contractor shall correct all apparent or latent deficiencies, defects in work, or any work that fails to conform at the Contractor's expense within ten (10) calendar days.

[The remainder of this page intentionally left blank]

A. CONTRACTOR will purchase and maintain at all times during the term of this Contract, without cost or expense to the COUNTY, policies of insurance as indicated below, with a company or companies authorized to do business in the State of Florida, and which are acceptable to the COUNTY, insuring the CONTRACTOR against any and all claims, demands, or causes of action, for injuries received or damage to property relating to the performance of duties, services, or obligations of the CONTRACTOR under the terms and provisions of the Contract. An original certificate of insurance, indicating that CONTRACTOR has coverage in accordance with the requirements of this section must be received and accepted by the COUNTY prior to contract execution or before any work begins. It will be furnished by CONTRACTOR to the COUNTY'S Project Manager and Procurement Services Director within five working days of such request. The parties agree that the policies of insurance and confirming certificates of insurance will insure the CONTRACTOR in accordance with the following minimum limits:

i. General Liability insurance on forms no more restrictive than the latest edition of the Occurrence Form Commercial General Liability policy (CG 00 01) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage:

Each Occurrence/General Aggregate	\$1,000,000/2,000,000
Products-Completed Operations	\$2,000,000
Personal & Adv. Injury	\$1,000,000
Fire Damage	\$50,000
Medical Expense	\$5,000
Contractual Liability	Included

ii. Automobile liability insurance, including owned, non-owned, and hired autos with the minimum Combined Single Limit of \$1,000,000

iii. Workers' compensation insurance based on proper reporting of classification codes and payroll amounts in accordance with Chapter 440, Florida Statutes, and any other applicable law requiring workers' compensation (Federal, maritime, etc.). If not required by law to maintain workers compensation insurance, the CONTRACTOR must provide a notarized statement that if he or she is injured, he or she will not hold the COUNTY responsible for any payment or compensation.

iv. Employers Liability with the following minimum limits and coverage:

Each Accident	\$1,000,000
Disease-Each Employer	\$1,000,000
Disease-Policy Limit	\$1,000,000

B. Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners, will be named as additional insured as their interest may appear all applicable policies. Certificates of insurance must identify the RFP or ITB number in the Description of Operations section on the Certificate.

C. CONTRACTOR must provide a minimum of 30 days prior written notice to the County of any change, cancellation, or nonrenewal of the required insurance.

D. Certificates of insurance must evidence a waiver of subrogation in favor of the COUNTY, that coverage must be primary and noncontributory, and that each evidenced policy includes a Cross Liability or Severability of Interests provision, with no requirement of premium by the COUNTY.

E. CONTRACTOR must provide a copy of all policy endorsements, reflecting the required coverage, with Lake County listed as an additional insured along with all required provisions to include waiver of subrogation. Contracts cannot be completed without this required insurance documentation. A certificate of insurance (COI) will not be accepted in lieu of the policy endorsements.

F. Certificate holder must be:

LAKE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA,
AND THE BOARD OF COUNTY COMMISSIONERS.

P.O. BOX 7800

TAVARES, FL 32778-7800

G. All self-insured retentions will appear on the certificates and will be subject to approval by the COUNTY. At the option of the COUNTY, the insurer will reduce or eliminate such self-insured retentions; or CONTRACTOR will be required to procure a bond guaranteeing payment of losses and related claims expenses.

H. The COUNTY will be exempt from, and in no way liable for, any sums of money, which may represent a deductible or self-insured retention in any insurance policy. The payment of such deductible or self-insured retention will be the sole responsibility of the CONTRACTOR or subcontractor providing such insurance.

I. CONTRACTOR will be responsible for subcontractors and their insurance. Subcontractors are to provide Certificates of Insurance to the COUNTY evidencing coverage and terms in accordance with the CONTRACTOR'S requirements.

J. Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

K. Neither approval by the COUNTY of any insurance supplied by CONTRACTOR, nor a failure to disapprove that insurance, will relieve CONTRACTOR of full responsibility of liability, damages, and accidents as set forth herein.

[The remainder of this page is intentionally left blank.]

The undersigned hereby declares that: Municipal Emergency Services Inc has examined and accepts the specifications, terms, and conditions presented in this Solicitation, satisfies all legal requirements to do business with the County, and to furnish **FIRE EQUIPMENT, SUPPLIES, AND SERVICES** for which Submittals were advertised to be received no later than 3:00 P.M. Eastern time on the date stated in the solicitation or as noted in an addenda. Furthermore, the undersigned is duly authorized to execute this document and any contracts or other transactions required by award of this Solicitation.

1.0 TERM OF CONTRACT

The Contract will be awarded for an initial one (1) year term with the option for two (2) subsequent two (2) year renewals. Renewals are contingent upon mutual written agreement.

The Contract will commence upon the first day of the next calendar month after Board approval. The Contract remains in effect until completion of the expressed and implied warranty periods. The County reserves the right to negotiate for additional services/items similar in nature not known at time of solicitation.

2.0 PAYMENT

The Contractor shall email the County's using department (egminer@lakecountyfl.gov) an accurate invoice within 30 calendar days after delivery. Invoices should reference the purchase/task order, ship date, tracking number, and ship-to address, list price, percent discount, and unit cost. Failure to submit invoices in the prescribed manner will delay payment.

Payments will be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes. The County will remit full payment on all undisputed invoices within 45 days from receipt by the appropriate County using department. The County will pay interest not to exceed 1% per month on all undisputed invoices not paid within 30 days after the due date.

All pricing will be FOB Destination unless otherwise specified in this solicitation document. Pricing submitted will remain valid for a ninety (90) day period.

Vendor accepts MasterCard for payment: YES

3.0 CERTIFICATION REGARDING LAKE COUNTY TERMS AND CONDITIONS:

I certify that I have reviewed the [General Terms and Conditions for Lake County Florida](#) and accept the Lake County General Terms and Conditions dated 5/6/21 as written including the Proprietary/Confidential Information section. YES

Failure to acknowledge may result in Submittal being deemed non-responsive.

4.0 CERTIFICATION REGARDING FELONY CONVICTION:

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years? NO

5.0 CONFLICT OF INTEREST DISCLOSURE CERTIFICATION:

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this Submittal is made without prior understanding, agreement, or connection with any

corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud. Click or tap here to enter text.

6.0 CERTIFICATION REGARDING BACKGROUND CHECKS:

Under any County Contract that involves Contractor or subcontractor personnel working in proximity to minors, the Vendor hereby confirms that any personnel so employed will have successfully completed an initial, and subsequent annual, Certified Background Check, completed by the Contractor at no additional cost to the County. The County retains the right to request and review any associated records with or without cause, and to require replacement of any Contractor employee found in violation of this requirement. Contractor shall indemnify the County in full for any adverse act of any such personnel in this regard. Additional requirements may apply in this regard as included within any specific contract award. YES

7.0 DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

The County does not establish specific goals for minority set-asides however, participation by minority and non-minority qualified firms is strongly encouraged. If the firm is a minority firm or has obtained certification by the State of Florida, Office of Supplier Diversity, (OSD) (CMBE), please indicate the appropriate classification(s) not applicable not applicable and enter OSD Certification Number Click or tap here to enter text. and enter effective date Click or tap to enter a date. to date Click or tap to enter a date.

8.0 FEDERAL FUNDING REQUIREMENT:

N/A

9.0 RECIPROCAL VENDOR PREFERENCE:

N/A

10.0 GENERAL VENDOR INFORMATION:

Firm Name: Municipal Emergency Services INC
Street Address: 12 Turnberry Ln 2nd Floor
City: Sandy Hook State and ZIP Code: CT, 06482
Mailing Address (if different): 3789 62nd Avenue North
Telephone: 727-521-2135 Fax: 727-525-1819
Federal Identification Number / TIN: 651051374
DUNS Number: 048167923

11.0 SUBMITTAL SIGNATURE:

I hereby certify the information indicated for this Submittal is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an authorized representative of this Vendor and/or empowered to execute this Submittal on behalf of the Vendor. I, individually and on behalf of the Vendor, acknowledge and agree to abide by all terms and conditions contained in this solicitation as well as any attachments, exhibits, or addenda.

Name of Legal Representative Submitting this Proposal: *Jamie Robinson*

Date: 4/25/2022

Print Name: Jamie Robinson

Title: Regional Vice President

Primary E-mail Address: jrobinson@mesfire.com

Secondary E-mail Address: rmclester@mesfire.com

The individual signing this Submittal affirms that the facts stated herein are true and that the response to this Solicitation has been submitted on behalf of the aforementioned Vendor.

[The remainder of this page is intentionally blank]

<i>Municipal Emergency Services</i>			
ITEM #	SAVE AND SUBMIT AS AN EXCEL FILE		
1	www.mesfire.com		
	SHOP LOCATION		
2a	3789 62 Ave North Pinellas Park FL 33781		
2b	Jamie Robinson		
2c	Labor for Equipment Repair (not under warranty)	\$0.00	per hour
2d	Pickup or delivery services offered?	Yes	
2e	Pick up / delivery fee for Equipment	\$0.00	per call

The following information is required for price redetermination consideration.

Assuming prices quoted include costs for vehicles, maintenance, repair, insurance, fuel, wages, insurances, other employee benefits, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of fuel?	0
Which does the firm use: Diesel fuel or Gasoline?	
Assuming prices quoted include costs for vehicles, maintenance, repair, insurance, fuel, wages, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of wages?	0
Assuming prices quoted include costs for vehicles, maintenance, fuel, wages, insurances, other employee benefits, materials, overhead, operating expenses, etc., what percentage of the rate is directly attributed to the cost of materials?	0

Lake County is exempt from all taxes (Federal, State, Local). A Tax Exemption Certificate will be furnished upon request for any direct purchasing. Contractor will be responsible for payment of taxes on all materials purchased by the Contractor for the project.

LIST MANUFACTURER SUPPORTED.

3	MANUFACTURER	Hourly Service Rate	Factory Authorized Service Center? YES/NO
	Hurst ED/EWXT/E3 service - per tool	\$250.00	Yes
	Hurst High Pressure service - per tool	\$140.00	Yes
	Hurst Low Pressure service - per tool	\$140.00	Yes
	Hurst High Pressure pump service - per pump	\$525.00	Yes
	Hurst Low Pressure pump service - per pump	\$525.00	Yes
	Hurst extension hose - flush	\$125.00	Yes
	Hurst extension hose - visual inspection	\$50.00	Yes
	Hurst cord reel - flush	\$175.00	Yes
	Hurst cord reel - visual inspection	\$50.00	Yes
	Hurst non warranty repairs - labor rate per hour	\$160.00	Yes
	Lift bag set inspection (1 regulator, 1 controller, hoses)	\$100.00	Yes

<i>Municipal Emergency Services</i>				
SAVE AND SUBMIT AS AN EXCEL FILE				
FIRM'S WEBSITE:		www.mesfire.com		
Warehouse Location(s):	3789 62nd Avenue North Pinellas Park, FL 33781 AZ, CA, CO, CT, IL, IN, MD, MI, NC, NE, NY, TX, WA			
Contact Information For Emergency/Disaster Services (24/7)				
Name:		Jamie Robinson		
Email:		jrobinson@mesfire.com		
Emergency Phone:		727-686-0020		
List manufacturer brands supported.				
MANUFACTURER	Percent Off List	In Stock / Lead Time	Freight Included	WEBSITE
3M Company	15%		No	
5.11	20%		No	
Able 2 Sho Me	10%		No	
Action	25%		No	
AH Stock	10%		No	
Ajax	5%		No	
Akron Brass	20%		No	
Alcolite (Sam Carbis)	10%		No	
Amerex	List+10%		No	
American Firewear	15%		No	
Anchor Industries	10%		No	
Angus	20%		No	
Ansul Foam	15%		No	
Avon Manufacturing	5%		No	
B&B Enterprises	15%		No	
Bates (Wolverine)	10%		No	
Bayco/NightStick	10%		No	
Black Diamond	15%		No	
Blackinton	10%		No	
Blauer	List		No	
Boston Leather	20%		No	
Bullard - helmets	20%		No	
Bullard - other	10%		No	
CET Pumps	15%		No	
Chemguard	10%		No	
Circul Air	List		No	
CMC Rescue	10%		No	
Code 3	20%		No	
Collins Dynamics (Rom Corp)	22%		No	

Council Tools	20%		No	
Crew Boss	20%		No	
Danner/LaCrosse	5%		No	
Decon Systems (Saunaray)	List		No	
Dicke Tool	15%		No	
Dragonfire (J Scott Solutions)	20%		No	
DuPont	5%		No	
Dutyman	5%		No	
Eastern Fire Equipment Services	5%		No	
Edison	20%		No	
Edwards & Cromwell	10%		No	
Edwards MFG	10%		No	
Elbeco	5%		No	
Elkhart Brass	20%		No	
Energizer	List		No	
Ergodyne	20%		No	
ESS	20%		No	
Euramco	15%		No	
EVAC Systems	5%		No	
Fechheimer/Flying Cross	5%		No	
Federal Signal Corp	20%		No	
Fire Hooks Unlimited	List+10%		No	
Fire Innovations	10%		No	
Fire Research (FRC)	15%		No	
Fire Soaps	5%		No	
Fire Wipes	5%		No	
Firecom	5%		No	
Firecraft - gloves	10%		No	
Firecraft - Sensit	5%		No	
Fire-Dex	10%		No	
First Tactical	10%		No	
Flamefighter	20%		No	
Fol-Da-Tank	20%		No	
Foxfire	10%		No	
FoxFury	10%		No	
Fresh Gear	5%		No	
FSI North America	List		No	
Gemtor	20%		No	
GH Armor	Per NASPO		No	
Glassmaster Wehr	15%		No	
Grace Industries	List		No	
Groves/Ready Rack	List		No	
Hale Fire Pumps	List		No	
Hammerhead (Gear Keeper)	15%		No	
Hannay Reels	10%		No	
Harrington	25%		No	
Hebert	List		No	
Hero Wipes	5%		No	
Hero's Pride	5%		No	
HexArmor	15%		No	
Homeland 6 (H6 Tactical)	10%		No	
Honeywell - boots	10%		No	
Honeywell - helmets & parts	10%		No	

Honeywell Analytics	List+5%		No	
Honeywell/Morning Pride - PPE	10%		No	
Hot Shields	5%		No	
Hotstick	List		No	
Humat	List		No	
Hurst	5%		No	
Husky	25%		No	
Hydra Shield	12%		No	
Industrial Scientific - accessories	List		No	
Industrial Scientific - monitors	10%		No	
J-Tek/CMJ manufacturing	List		No	
Justrite	20%		No	
Kappler	List		No	
Kochek	25%		No	
Koehler Mfg	20%		No	
Kroll	10%		No	
Kussmaul	List		No	
Lakeland	10%		No	
Leatherhead Tools	20%		No	
Lightning X	10%		No	
Lion Uniforms	10%		No	
Little Giant	5%		No	
Mag Instruments	10%		No	
Majestic Hoods	20%		No	
Majestic Hoods - Gore	List		No	
Makita	List		No	
Matex	15%		No	
Mechanix Gloves	10%		No	
Mustang Survival	10%		No	
Natale (Circle D)	15%		No	
National Foam	5%		No	
National River Supply (NRS)	10%		No	
Norco Gas	List		No	
NUPLA	15%		No	
OHD	List		No	
Pacific Helmets	5%		No	
Pacific Reflex	15%		No	
Paul Conway Shields	10%		No	
Pelican	List+10%		No	
Performance Advantage Company (PAC)	10%		No	
Petzl	20%		No	
PGI	5%		No	
Pigeon Mountain Industries (PMI)	10%		No	
Plastix Plus	5%		No	
PMI Rope	10%		No	
Point Blank	Per NASPO		No	
Propper	5%		No	
Protective Industrial Products (PIP)	10%		No	
R&B Fabricators	10%		No	
Radians	10%		No	
RAE Systems	5%		No	
Redback Boots	15%		No	
Rescue 42	5%		No	

Rescue Technology	5%		No	
RevolveAir	List		No	
Rice Hydro	10%		No	
Ringers	List		No	
RIT Safety Solutions	10%		No	
Rock N Rescue	10%		No	
Royce Shields	5%		No	
Salomon	10%		No	
Samuel Broome	5%		No	
San Mar	10%		No	
Savox	List		No	
SCBAS	15%		No	
Scott Safety- gas detection	5%		No	
Scott Safety- SCBA and parts	List		No	
Scott Safety- thermal imager parts	List		No	
Scott Safety- thermal imagers	5%		No	
Scotty Firefighter	15%		No	
Seek Thermal	5%		No	
Sensible Mounts	15%		No	
Shelby Gloves	List		No	
Silent Partner Technologies	List		No	
Simulaids	List		No	
SM Smith	5%		No	
Snap Tite/All-American/Firequip	10%		No	
Solutions Safety (Citrosqueeze)	5%		No	
South Park	20%		No	
Spiewak	5%		No	
Stallion Air	List		No	
Statpacks	10%		No	
Steck	10%		No	
Sterling Rope	15%		No	
Streamlight	15%		No	
Supervac	5%		No	
Survival Armor	Per NASPO		No	
Target Solutions	List		No	
Task Force Tips (TFT)	5%		No	
Task Force Tips- Blitzfire/G-Force Series	List		No	
Team Equipment	List		No	
Team Wendy	List		No	
Teledyne	5%		No	
Teelite	5%		No	
Tempest - VS series batteries & access.	List+5%		No	
Tempest/Leader Fans	10%		No	
Thorogood/Weinbrenner boots	15%		No	
TNT Tools	10%		No	
Topps	List+10%		No	
True North	10%		No	
Tru-Spec	10%		No	
Turtle Plastics	List		No	
Tyco	10%		No	
UltraTec Special Effects	15%		No	
Under Armour	5%		No	
Underwater Kinetics	List		No	

Various mfgs - compressor service parts	5%		No	
Veridian - PPE	25%		No	
Veridian- gloves, hoods, accessories	10%		No	
Vetter	List		No	
VF Imagewear	5%		No	
Vizcon	List		No	
Warthog	5%		No	
Waterous	List		No	
Weldon	25%		No	
Whelen Engineering	15%		No	
Williams Foam	List		No	
Workrite	10%		No	
Yates	5%		No	
Zephyr	List		No	
Ziamatic/Zico	List		No	



Council Communication

To: Mayor and Village Council
From: A.J. Engelmeyer, Public Works Director
Date: February 11, 2025
SUBJECT: **Resolution Approving Change Orders and Contingency Fund For The Library Beach Bathroom Facility Renovation Project TAB 8**

Background:

On June 7, 2024, the Village issued Request for Proposals ("RFP") 24-13 with the objective to enter into an agreement with an experienced contractor who shall furnish all necessary expertise, personnel, tools, materials, equipment, supervision, in a timely and responsive timeframe to complete the Project to renovate the bathrooms at Library Beach Park.

On July 15, 2024, the Committee members met to discuss the single proposal received. The Committee agreed that the proposal was responsive to the bid document, and they agreed to recommend to the Village Council that the Village enter into an Agreement with CBT Construction.

On August 7, 2024, the Village Council approved Resolution 24-08-75, awarding CBT Construction the Library Beach bathroom facility renovation project. The original cost of this project was set at a not to exceed \$95,000.00.

Analysis:

During the course of this project, necessary adjustments were identified.

Electrical

The removal of the cage ceiling mesh revealed existing conduit that is now exposed and unsupported in some areas, as it was previously secured by mesh. To address this issue, it is recommended to reroute the conduit to minimize its exposure on the ceiling and walls. Additionally, the conduit and wiring for the hand dryers will be replaced inside the walls to improve safety and aesthetic. Two floodlights with motion sensors will also be installed outside to enhance security and functionality. These changes will result in an additional cost of \$3,500.00

Framing

The wooden plates of the interior partitions were found to be rotten, and the lower portions of some metal studs were rusted and corroded, making it impossible to properly apply stucco. To address this issue, all walls will be replaced, except for the wall separating the two restrooms. This work includes installing pressure-treated plates, metal framing, plywood, and backer board. The additional cost for the framing work is \$3,875.00.

Exterior

The existing exterior fascia was found to have rotten areas that require replacement. Additionally, the continuous vent under the soffit was improperly installed below the plywood. To address this issue, the rotten sections of the fascia will be replaced, and a new vent will be installed above the plywood to ensure proper functionality. The additional cost for this work is \$3,125.00.

The total cost of these adjustments amounts to \$10,500.00. Additionally, to prevent potential delays and ensure the project progresses smoothly, staff recommends establishing a contingency fund of \$10,000.00 for any unforeseen changes that may arise.

Adoption of the attached Resolution would approve the two change orders and additional contingency fee with CBT Construction for the project.

Budget Impact:

The additional cost requested for this project is \$20,500.00. The total cost of the Project was previously expected not to exceed \$95,000.00. This brings the new not to exceed limit to \$115,500.00. The revenue source for the Village's cost would be local government discretionary sales surtax accounted for in the Capital Project Fund. The Capital Project Fund currently includes \$50,000.00 in the Library Beach Bathroom Renovation capital outlay account for this project. If approved, staff would present a budget amendment to increase the capital outlay account budget by \$65,500.00.

Staff Impact:

There will be no staff impact.

Recommendation:

It is recommended that the Village Council adopt the attached resolution, thereby approving the change orders and additional contingency funds to avoid further delays with CBT Construction for the renovation of bathrooms at Library Beach Park.

Attachments: 1. Resolution
 2. Exhibit A

RESOLUTION NO. 25-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING CHANGE ORDERS FOR THE LIBRARY BEACH BATHROOM FACILITY RENOVATION PROJECT; AUTHORIZING A CONTINGENCY FUND; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on June 7, 2024, the Village issued Request for Proposals ("RFP") 24-13 to solicit proposals from qualified contractors to complete a full renovation and upgrade the public restroom facility at the Library Beach Park; and

WHEREAS, on July 15, 2024, the Evaluation Committee members met to discuss the single proposal received and agreed that the proposal was responsive to the bid document, and recommended to the Village Council that the Village enter into an Agreement with CBT Construction; and

WHEREAS, on August 7, 2024, the Village Council approved Resolution No. 24-08-75, awarding CBT Construction the Library Beach bathroom facility renovation project for an amount not to exceed Ninety-Five Thousand and 00/100 Dollars (\$95,000.00); and

WHEREAS, during the course of the project, necessary adjustments to the electrical, framing and exterior were identified; and

WHEREAS, these change orders total Ten Thousand Five Hundred and 00/100 Dollars \$10,500.00; and

WHEREAS, the Village Council recognizes the need to avoid delays in the completion of the renovation project and deems it prudent to establish an additional contingency fund of \$10,000.00 for any additional unforeseen changes; and

WHEREAS, the Village Council finds that approval of the Change Orders and Contingency Fund with CBT Construction for the Library Beach bathroom facility renovation is in

the best interest of the Village and its residents.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Selection. The Village Council hereby approves the change orders, attached hereto as Exhibit "A" and additional contingency fund with CBT Construction for bathroom facility renovation.

Section 3. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds for the Services and to present budget amendments to the Village Council as necessary and appropriate.

Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption.

Motion to adopt by _____, second by _____.

**FINAL VOTE AT ADOPTION
VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS**

Mayor Sharon Mahoney	_____
Vice Mayor Don Horton	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilmember	_____

PASSED AND ADOPTED ON THIS ____ DAY OF _____, 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND
LEGALITY FOR THE USE AND BENEFIT
OF ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, INTERIM VILLAGE ATTORNEY

Change Order

Client Info

Andrew Engelmeyer
86800 Overseas Highway FL 33036
Islamorada, FL 33036

Job Info 81850 O/S Hwys
Islamorada, FL 33036

Change Order ID

81850o/shwy-0001

Library Park Bathroom Remodel

CO ID	Created / Approved Date	Price
81850o/shwy-0001	Created: Jan 30, 2025	\$10,500.00

Description
Additional work identified post demolition

Items	Cost Types	Description	Qty / Unit	Unit Price	Price
Replacement of rotten permanent partitions 3123 - Framing Sub	Labor, Material, Subcontractor	Walls previously thought to be CMU will require replacement due to rotting of the bottom plates and metal studs.	1	\$3,875.00	\$3,875.00
Electrical upgrade 3803 - Electrical Sub	Labor, Material, Subcontractor	The electrician can attach new fixtures to the existing conduit which is exposed and easily accessible now that the cage ceiling mesh has been removed. In some places it is not supported since it was previously supported by the mesh. He strongly recommends the following: - Rerun conduit to minimize exposure on the ceiling and walls - place conduit and wiring for hand dryers inside the walls - install 2 flood lights with motion sensors outside	1	\$3,500.00	\$3,500.00
Exterior repairs 5602 - Exterior Trim Package	Labor, Material, Subcontractor	We are proposing that rotten areas on the exterior fascia be replaced. The	1	\$3,125.00	\$3,125.00

Items	Cost Types	Description	Qty / Unit	Unit Price	Price
		continuous vent, under the soffit was installed incorrectly below the plywood. We propose installing new vent above the plywood.			

Status	Signature	Date
Approved by: _____		___/___/___

Approval Comments

Please Note: A signature of Approval OR **Electronic Acceptance** is required before change order is effective. This change order becomes part of the existing contract.

TOTAL AMOUNT OF CHANGE ORDER:

\$10,500.00



Council Communication

To: Mayor and Village Council
From: Peter Frezza, Environmental Resources Manager
Date: February 11, 2025
SUBJECT: **Resolution Approving the Ranking and Recommendation of the RFP 24-19 Evaluation Committee and Authorization to Enter into Agreement(s) with Adventure Environmental, Inc. for the Lower Matecumbe Canals Culvert Restoration Project TAB 9**

Background:

Using results from the Canal Restoration Demonstration Program along with water quality data from the Canal Management Master Plan and the Village's updated canal water quality ranking evaluation, the Village is moving forward with implementing culvert connections at strategic locations on Lower Matecumbe Key for Canals 150, 151, 152, and 155. Installation of culvert pipes is an efficient and effective method of restoring multiple canals in this location, due to their proximity to one another. The goal of the proposed improvements is to restore the impaired waters of the canals, to increase the Dissolved Oxygen levels to meet State 62-302 Class III marine water quality standards, and to improve nearshore water quality. The proposed culvert pipes will aim to improve water circulation and Dissolved Oxygen in the Lower Matecumbe canal network by increasing tidal exchange with nearshore waters. The work to be completed is the placement of multiple, side-by-side 4' x 4' box culverts underneath roads at strategic locations to hydrologically connect the canal network. The project will also include a culvert connection under US1 from Canal 155 to 157 to provide increased flushing within the canal systems. Design and permitting of the project has been completed and contractor procurement for construction is the next step.

Analysis:

On October 28, 2024, the Village issued RFP 24-19 to solicit proposals from qualified firms to furnish all necessary supervision, labor, tools, parts, and equipment required to complete the Lower Matecumbe Canals Culvert Restoration Project, (the "Project"). RFP 24-19 was issued in accordance with Sec. 2-327(b) and (c)(4) of the Village's Purchasing Guidelines in the Village Code of Ordinances. RFP 24-07 was published on DemandStar.com and on the Village's website from October 28, 2024, through the submittal deadline of December 17, 2024, and notices were posted on the Village's Facebook page and in a local newspaper. To answer questions posed about the RFP, Addendum No. 1 was published on November 4, 2024, and Addendum No. 2 was published on November 12, 2024.

The Village received a total of two (2) proposals in response to RFP 24-19. To evaluate and rank the proposals, an Evaluation Committee (the "Committee") was established by the Village Manager. The evaluation committee was comprised of Environmental Resources Manager Peter Frezza, Review Engineer Robert Mather and Public Works Director AJ Engelmeyer. Cost is not the only factor considered during an evaluation. Consideration is also given to each

firm's organization, experience with similar projects, qualifications, and proposed timeline for completion of the Project.

The two responsive proposals were reviewed and scored by the Committee in a publicly noticed meeting on January 16, 2025. A maximum of 100 points were available in the scoring system per Committee member, for a total maximum score by the Committee of 300 points. The Committee ranked the proposals as follows according to the criteria and point system provided in the RFP.

Rank	Proposer/Firm Name	Points	Total Cost Proposal
1	Adventure Environmental Inc	269	\$5,200,000
2	LPS Contracting	250	\$8,991,020

Adoption of the proposed Resolution would approve the ranking of the RFP 24-19 Evaluation Committee, the recommended selection of Adventure Environmental Inc. ("AEI") to construct the Lower Matecumbe Canals Culvert Restoration Project and authorize the Village Manager to enter into an Agreement(s) with AEI to complete the Project. Agreement(s) are subject to future Village Council approval. The proposal from AEI which includes their bid tabulation is provided as Exhibit "A" to the Agreement.

Budget Impact:

The proposed cost for the Project as it was bid on as a single project is \$5.2 million. The project will need to be accomplished in phases as funding allows though. Multiple agreements will likely need to be executed with the selected contractor for each phase. The contractors were informed within the RFP that the Village, in its sole discretion, reserved the right to execute an agreement for either the construction of the entire Project (all five culverts), individual culverts, or a combination of culvert installations.

The Village has accepted a grant award from the Florida Department of Environmental Protection ("FDEP") in the amount of \$1,999,959.31 through the Florida Keys Stewardship Act to partially fund this project. An Amendment to the grant agreement is currently underway to increase the amount of the grant award by \$2,165,598.28. This would bring the total award to \$4,165,557.59. A separate funding request has been applied for to the FDEP in the amount of \$1,586,667 to fund the remaining portion of the project. This would increase the total award amount from the FDEP to \$5,752,224.59. If FDEP Stewardship Act funds do not cover total project cost, the project would be eligible for reimbursement through the Florida Keys Water Quality Improvements Program. Expenditures for this project are not expected to be incurred until FY 2025-2026.

Staff Impact:

Village staff would move forward with finalizing the Agreement for the Project. Village staff, including the Environmental Resources Manager, Review Engineer and Public Works Director would communicate with AEI to coordinate the timing of the services and inspect the work during the Project. The Village Finance Department and Project Manager would track expenditures. Estimated staff time on this project is four hours per week.

Recommendation:

It is recommended that the Village Council adopt the proposed resolution thereby approving the recommended selection of Adventure Environmental Inc. for the Project and authorizing the Village Manager to enter into an Agreement(s) with Adventure Environmental Inc. at a future date.

- Attachments:**
1. Resolution_RFP 24-19 AEI_021125 RVCM
 2. Exhibit A_AEI_RFP 24-19 proposal_submittal

RESOLUTION NO. 25-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 24-19 EVALUATION COMMITTEE FOR SELECTION OF A CONTRACTOR FOR THE LOWER MATECUMBE CANALS CULVERT RESTORATION PROJECT; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO NEGOTIATE AN AGREEMENT(S) FOR THE PROJECT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT(S); AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Village is moving forward with implementing culvert connections underneath roadways at strategic locations on Lower Matecumbe Key as part of the Village's canal restoration program; and

WHEREAS, the goal of the proposed improvements is to restore the impaired waters of the canals and to improve nearshore water quality; and

WHEREAS, the Village has been awarded grant funding for construction of the project from the Florida Department of Environmental Protection through the Florida Keys Stewardship Act program; and

WHEREAS, on October 28, 2024, the Village issued Request for Proposals (RFP) 24-19 to solicit proposals from qualified firms to construct the Lower Matecumbe Canals Culvert Restoration Project (the "Project"); and

WHEREAS, RFP 24-19 was issued in accordance with Sec. 2-327(b) and (c)(4) of the Village's Purchasing Guidelines in the Village Code of Ordinances; and

WHEREAS, the Village received a total of two (2) responsive proposals in connection with

RFP 24-19 following the advertisement period; and

WHEREAS, the Village Manager established an Evaluation Committee (the "Committee") to review responsive proposals and make a recommendation to the Village Council for the selection of a Contractor to complete the Project; and

WHEREAS, the Committee reviewed the two responsive proposals received using the selection criteria detailed in RFP 24-19 and recommends selection of the highest-ranked proposal from Adventure Environmental Inc. for construction of the Project for an amount not to exceed Five Million Two Hundred Thousand Dollars (\$5,200,000.00); and

WHEREAS, the Village Council finds that approval and selection of Adventure Environmental Inc. for the Project is in the best interest of the Village and its residents.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

Section 2. **Approval of Selection.** The Village Council hereby approves of the ranking of the proposals as provided by the Committee and approves the selection of Adventure Environmental Inc. to construct the Project.

Section 3. **Authorization of Village Officials.** The Village Manager or designee and the Village Attorney are authorized to execute the Agreement(s) with Adventure Environmental Inc. on behalf of the Village.

Section 4. **Execution of Agreement.** The Village Manager is authorized to execute an Agreement(s) with Adventure Environmental Inc. on behalf of the Village, to execute any other

required documents to implement the terms and conditions of the Agreement, and to execute any extension or amendments to the Agreement, subject to approval as to form and legality by the Village Attorney. If such negotiations are unsuccessful, then the Village Manager or designee and the Village Attorney are authorized to negotiate with the second ranked contractor.

Section 5. **Authorization of Fund Expenditures.** Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is hereby authorized to expend budgeted funds for the Project.

Section 6. **Effective Date.** This Resolution shall become effective immediately upon its adoption.

Remainder of the page intentionally left blank.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Sharon Mahoney _____

Vice Mayor Don Horton _____

Councilman Steve Friedman _____

Councilwoman Deb Gillis _____

Councilmember _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY



ADVENTURE ENVIRONMENTAL INC.

Land and Sea Engineering Contractors

160 Georgia Ave.

Tavernier, FL 33070

305-321-5669 cell

adventure@4aei.com

www.4AEI.com

Exhibit A

To: Islamorada, Village of Islands
Attn: Village Clerk
86800 Overseas Highway
Islamorada, Florida 33036

LOWER MATECUMBE CANALS CULVERT RESTORATION PROJECT CONSTRUCTION SERVICES (RFP 24-19)

COVER PAGE



Proposer:

Adventure Environmental, Inc.

160 Georgia Ave.

Tavernier, FL 33070

(305) 321-5669 cell

(305) 252-5962 fax

www.4AEI.com

Key Contact/Project Manager: Gregory Tolpin, (305)321-5669 Greg@4AEI.com

State of Florida Certified General Contractor: CGC 1506411 expires 08/31/2022

TABLE OF CONTENTS

COVER PAGE.....	1
TABLE OF CONTENTS.....	2
SECTION 1. COVER LETTER	3
SECTION 2. PROJECT APPROACH	7
Methodology:.....	7
Equipment.....	12
SECTION 3. COST PROPOSAL.....	25
SECTION 4. TIMELINE	26
SECTION 5. ABILITY TO OBTAIN BONDS.....	27
SECTION 6. STATE and LOCAL AUTHORIZATION TO TRANSACT BUSINESS.....	28
SECTION 7. SIGNED CONTRACT DOCUMENTS	31
SECTION 8. APPENDIX A.....	36

SECTION 1. COVER LETTER

Adventure Environmental, Inc., AEI, is pleased to provide Islamorada, Village of Islands (the Village), Village Clerk, with this proposal for Lower Matecumbe Canals Culvert Restoration Project Construction Services (RFP 24-19). AEI is your local upper keys Marine Environmental contracting firm.

- a) *Understanding of Project:* AEI understands the Scope of Work of the Project is the installation of five (5) circulation culverts. Each culvert will be equipped with a rip-rap approach apron, manatee grate, headwall, and manhole cleanout.
- b) *Qualifications:* AEI's qualifications and project experience in coastal related services in the marine environment including culvert installation, constructing/repairing breakwaters, backfilling, organic muck removal, processing and disposal and advanced turbidity controls.

AEI holds many licenses and certifications including State of Florida CGC and CUC licenses (CGC1506411 and CUC1223905) and State of Florida Professional Mangrove Trimmer status (MTQ 031/032). Adventure Environmental, Inc. has been working in Florida Keys waterways, including Islamorada, Monroe County for over twenty-five years and has extensive experience working in and around environmentally sensitive areas. AEI has continued to upgrade equipment, technology, and certifications to stay current and provide the safest and most efficient means to complete projects, while protecting the sensitive resources and habitat.

AEI's experience in working with heavy equipment and barges, culvert repair and installation, installation of water control and manatee grates, transportation, sediment removal and placement of large aggregates, canal restoration backfilling and water quality improvement projects is extensive and includes:

- Installing temporary sediment and erosion controls
- Delineating and constructing staging areas, including temporary fencing, and site restoration back to original or better conditions prior to work.
- Following technical specifications for complete culvert and grate installation
- Following technical specifications for aggregate placement according to contract plans
- Following technical specifications for sediment removal according to contract plans
- Completing bathymetric surveys to demonstrate completion of project according to plans
- Following Best Management Practices for T&E species protection and water quality control measures.
- Working closely with Project owners and engineers to ensure success of project, obtaining final approval and stabilizing work area to improved conditions prior to Project

AEI's extensive experience and qualifications are demonstrated in successfully completed projects. AEI recently completed the Founders Park Breakwater Restoration Project, which included ***repair of existing culvert***, and Project Canal 116 Backfill Restoration Project for the Islamorada, Village of Islands. AEI was also selected by competitive solicitation, and successfully completed the Florida City Canal Outfall and Equalizer Improvements Project for Miami-Dade County, which included ***headwell installation and extension of six culverts***.

AEI was awarded and completed (6) Monroe County Water Quality Improvement Projects, Canals 29, 75, 83, 84, 25, 28 and 90. AEI was recently awarded and currently working on the Canal 147 Organic Removal, Backfill and Air Curtain Project for the Village.

The AEI staff has been safely completing marine environmental projects in the Florida Keys, Monroe County waterways for over 25 years without any safety or environmental violations.

AEI holds the following Licenses & Certifications:

- | | |
|--|------------------|
| • State of FL Certified General Contractor: | CGC 1506411 |
| • State of FL Certified Underground Utility & Excavation Contractor: | CUC 1223905 |
| • State of FL DEP Qualified Mangrove Trimmer: | QMT-031/QMT-032 |
| • State of Florida Sub-Chapter S Corporation | FEID# 65-0768539 |

AEI owns a fleet of barges, heavy equipment, and trucks all staged at our owned commercial waterfront facility located within 10 to 20 minutes of the project area, enabling us to provide additional equipment immediately, and also to stage materials and supplies locally so we are not time dependent on deliveries. This yard will also function as an emergency demobilization location in case of tropical storms. AEI will commit multiple barges, watercraft and land-based equipment to complete this project safely and efficiently. AEI stays on the cutting edge of technology and will utilize the most beneficial equipment and methodology to complete this project.

- c) *Professional Staff:* AEI was founded in July of 1997 in Monroe County by the same management team that stands today. AEI management and key staff reside in and around Key Largo; therefore, out of town housing and the use of local sub-contractors will not be required.

Our Professional Project Team is listed below along with primary contact information Project Management, and will be available for this project. AEI also maintains experienced technical part-time staff that will also be available to complete this project.

Management Staff: (2)

- Chief Superintendent: Christopher Colarusso (305) 321-7990
- Project Manager: Gregory Tolpin (305) 321-5669 (Primary Point of Contact)

Project Team/Key Staff: (7)

- Project Supervisor: Marc Colarusso
- Equipment Operators: Paul Lawry, Carols Rojas and Chris Galera
- Environmental Technicians: Anthony Colarusso, Tyler Hickory, Conner Colarusso

- d) *Similar Projects:* Adventure Environmental Inc. successfully completed the Florida City Canal Outfall and Equalizer Improvements Project for Miami-Dade County (completed 2021). This project included the installation of six (6) water control gates to divert water from the Florida City Canal for the purpose of wetland restoration and reduction of saltwater intrusion. The project included the removal of the existing headwalls and installation of new concrete headwalls for the mounting of the proposed gates along with the associated aluminum pipe guiderails, and the extension of six (6) existing culverts, and installation of two (2) manatee grates, strictly adhering to Plans and permit requirements

In addition, sediment within the existing ditches was removed and disposed of, according to engineering specifications. and included removal and disposal of any debris, vegetation, lumber and litter. AEI also obtained an approved Maintenance of Traffic (MOT) Plan from Miami-Dade County and implemented a traffic safety plan for the duration of the project until final completion.

Project Name: Florida City Canal Outfall and Equalizer Improvements Project
Owner: Miami-Dade County, Department of Regulatory and Economic Resources
Duration: NTP: 10/20 Completion: 06/2021
SOW: Removal of existing headwalls and installation of new concrete headwalls, manatee gates and extension of 6 existing culverts
Client Contact: Mario Lopez, Construction Contracts Specialists Supervisor
305-372-6556
Mario.Lopez2@miamidade.gov

Most recently AEI completed the Founders Park Breakwater Restoration Project and the Canal 116 Backfill Restoration Project for the Village of Islamorada, that entailed the careful placement of large boulders and aggregates to repair the existing breakwater. The project also included the repair of an existing culvert, new paved areas and site restoration (reference below).

AEI is currently working on Canal 147 Organic Removal, Backfill and Air Curtain Project for the Village. AEI previously completed Canals 29, 75, 83, 84, 25, 28 and 90 Water Quality Improvement Projects for Monroe County (reference below). AEI also received the Intent to Award for the Monroe County Rock Harbor Breakwater Repair & Seaweed Barrier System Project by competitive solicitation, with an estimated start date TBD.

Below is a list of notable projects AEI has successfully completed in the past five (5) years highlighting AEI's wide range of experience and qualification of similar scope to this project. All projects listed are of similar nature to this project as they are all coastal environmental marine projects requiring barges and heavy equipment to restore waterways or construct waterway structures, follow engineering design plans, and transport and the placement aggregates and materials into the fragile waters of Monroe County while controlling and monitoring water quality in Florida Outstanding Waters and threatened and endangered species.

- 2024: Completion of Village of Islamorada Founders Park Breakwater Restoration Project: Breakwater construction and culvert repair
- 2023: Completion of Village of Islamorada Canal 116 Backfill Restoration Project: Backfilling of 10,000 CY of clean fill
- 2021: Completion Miami Dade County Florida City Canal Outfall and Equalizer Improvements Project. Construction/installation of six water control gates at the upstream end of the existing culverts. A total of two (2) manatee grates were also installed. Removal and disposal of debris, slit, litter, lumber, and vegetation clippings, etc., from the designated areas.
- 2015 – 2023 Completion of Monroe County Water Quality Improvement Projects: Canals 29, 75, 83, 84, 25, 28 and 90 removing 3500 CY of Organic Muck and backfilling with over 170,000 CY of clean fill.
- Completion of Monroe County Post Irma Marine Debris and Sediment Removal Project in over 250 canals from the Monroe/Dade County line South to Key West removing more than 30,000 CY of organic muck/sediment and marine debris under a project primarily funded by NRCS with funding contributions from: the State of Florida; Islamorada, Village of Islands; Monroe County; and City of Marathon.

- Completion of Sediment Removal in Lower Matecumbe under a contract with the Village of Islamorada removing approximately 2,000 CY of sand/sediment that had washed into the waterways as a result of Hurricane Irma.
- 2020-2022- *Air Curtain installation* at Ocean Reef Club, Ocean Pointe and in Marathon
- Removal of over 150 vessels in the Upper Keys that were displaced by Hurricane Irma under a United States Coast Guard Basic Ordering Agreement.
- Completion of the Monroe County plugged and unplugged canal Marine Debris Removal project funded by the State of Florida DEP.
- 2000-Present: Under contract with Monroe County for Derelict Vessel and Marine Debris Removal. We have been under contract and in direct contact with Monroe County for 23 years.
- FERN Isle Park Breakwater Repair, placement of 845 ton of riprap boulders on shoreline

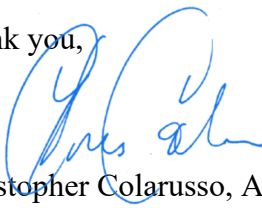
e.) *Three (3) Client References (last two (2) years)*

Project Name: Founders Park Breakwater Restoration Project
 Owner: Islamorada, Village of Islands
 Duration: NTP: 06/24 Completion: 11/2024
 SOW: Construction (stabilization and elevation) of breakwater placement of armor stone and fill to plan specifications, culvert repair and asphalt. All work conducted via barges with heavy equipment.
 Client Contact: Peter Frezza, Environmental Resource Manager
 305-664-6427
peter.frezza@islamorada.fl.us

Project Name: Monroe County Water Quality Improvement Project Canal 90 Key Largo, FL
 Owner: Monroe County Board of County Commissioners
 Duration: NTP: 04/24 Completion: 06/2024
 SOW: Backfilling Canal with 16,000 CY of aggregates while controlling and monitoring water quality and T&E species. All work conducted via barges with heavy equipment.
 Client Contact: Rhonda Haag, Sustainability Director
 305-395-9928
Haag-Rhonda@MonroeCounty-FL.Gov

Project Name: Monroe County Water Quality Improvement Project Canal 28 Key Largo, FL
 Owner: Monroe County Board of County Commissioners
 Duration: NTP: 07/22 Completion: 02/2023
 SOW: Backfilling Canal with 60,000 CY of aggregates while controlling and monitoring water quality and T&E species. All work conducted via barges with heavy equipment.
 Client Contact: Rhonda Haag, Sustainability Director
 305-395-9928
Haag-Rhonda@MonroeCounty-FL.Gov

Thank you,



Christopher Colarusso, AEI President

SECTION 2. PROJECT APPROACH

AEI has a resume of working successfully in the Florida Keys, Monroe County in coastal services in the Marine Environment for over 25 years and does commit to work with the Village of Islamorada to do what needs to be done to successfully complete this project. Communication and flexibility will be key highlights of our contractual relationship on this project.

Methodology:

Adventure Environmental, Inc., AEI, owns a fleet of barges ranging from 25' to 100' along with a full complement of support watercraft and heavy equipment, as well as land based heavy equipment, trailers and trucks, all staged and available at *our commercial waterfront facility at 160 Georgia Ave., Tavernier, FL 33070*. A list of available equipment can be found at the end of this section.

AEI is able to store materials, supplies and equipment at its Tavernier location, which will be fully available for this project for contingency in case of having to demobilize for storms or any other significant stoppages requiring a demobilization and/or for use in stockpiling materials locally prior to and during construction to avoid any delays in work waiting on deliveries.

Culvert construction will be completed using traditional trench excavation methods and jack and bore horizontal drilling. Predesignated equipment staging areas and turbidity curtains will be implemented by the contractor to mitigate nuisance conditions to the surrounding community.

AEI has identified sourcing for all of the materials, including fencing for staging areas, aggregates and supplies for this project and all are commercially available products that will be available regardless of timing of regulatory approvals, work stoppages and/or equipment failures. AEI also owns turbidity control materials such as specially designed boom that will be utilized for this project. Immediately following award AEI will begin the submittal process for all materials, supplies and documents to include but not limited to:

- Material submittals with any required certifications and testing
- Culvert, manatee grate and headwall material specifications
- MOT & Haul Plan
- H & S Plan
- Quality Control Plan
- Bonding

Immediately after Notice To Proceed (NTP) AEI will conduct pre-work inspections, to include but not limited to, pre-construction video and pictures of the five (5) culvert sites, staging area(s) and all docks/shoreline of our travel routes to and from the staging area(s). Our licensed land surveyor will layout the work providing benchmarks and elevation stakes throughout the work area and our construction team installs the necessary turbidity barriers and erosion and sedimentation controls, followed by or simultaneously constructing the staging area(s) as per the plans and technical specifications

Sequence of Major Activities:

- Notification to resident for relocation of recreations vessels
- Inspection of the canal for presence of T&E species
- Construct staging area
- Install temporary erosion and sedimentation controls and maintain throughout project
- Construct culverts according to technical specifications and plans
- Allow settlement of canal water to ensure turbidity within the canal does not exceed 0 Nephelometric Turbidity Units (“NTUs”) above background
- Professional survey upon completion
- Obtain final approval, remove erosion and sedimentation controls and stabilize any area disturbed by their removal and restore Project area

After approval of the water quality, erosion, sedimentation controls and staging area construction, AEI will begin material and supply deliveries first to the staging area(s) then to our nearby commercial yard for stockpiling, so at no time are we waiting for deliveries. Materials delivered/stockpiled at our facility will be delivered to the staging area(s) via our owned commercial dump trucks and/or barges as needed.

AEI will utilize a combination of barges and heavy equipment for the project. One barge with either a mounted crane, material handler or track hoe will be located at the culvert installation site for water-side material supply and installation, and will stay on site while another barge and commercial trucks equipped for transport of equipment and material will be used for transporting aggregates, materials and supplies back and forth from the work site and staging/loading area(s). Land-side crews will work simultaneously with water-side crews construct culverts. The culverts will be constructed as per the plans and technical specifications, including a rip-rap approach apron, manatee grate, headwall, and manhole cleanout.

Upon final approval from the engineer and the Village for the completion of the five (5) culverts, AEI will remove water quality, erosion and sedimentation controls and stabilize any area disturbed by their removal.

Notes:

- *All construction activities will be performed in accordance with the Florida Fish and Wildlife Conservation Commission (FWC) standard manatee conditions for in-water work and NOAA Fisheries construction conditions for sea turtle and smalltooth sawfish.*
- *Project signs are included in staging area(s) construction*



AEI 100' Barge with our mounted Material Handler.

AEI staff are trained and in compliance with all state and federal rules and regulations for In Water Marine Work and fully subscribe to the protection of our threatened and endangered species including, but not limited to, Manatees, Sawfish, Sea Turtles and the American Crocodile to name a few. AEI has a designated T&E species monitor for this project. Below is an example of a T&E species located in project area by AEI monitor and project team.

2023 Canal 28 Water Quality Improvement Project and our owned 70' barge with mounted track-hoe



AEI owned barge/track-hoe and shallow draft push boat progress photo on Canal 28 Water Quality Improvement Project. Notice the American Crocodile which is Federally Listed Threatened Species.

On this day the crocodile pulled himself over the Turbidity Barrier located at the mouth of the canal and was immediately spotted by our T&E spotting team. Work immediately ceased and the incident was logged into our T&E log book. FWC was contacted and AEI was advised to continue to cease until the reptile exited the work area. Within the hour the crocodile was spotted exiting the work area. This was confirmed with County oversight and work resumed without any negative contact.

Operations:

- The extent to which duties related to Processing Services 1) Are not anticipated to represent incremental additions in responsibility of existing staff or 2) Require new staff. AEI maintains sufficient staff, equipment, and capabilities to successfully complete the Culvert Restoration Project within allotted schedule.
- AEI staff are trained in OSHA (30) hr. Construction Safety and OSHA (40) hr. HAZWOPER along with yearly refreshers in the AEI H&S safety and environmental protocols which include Commercial Diving, Heavy Equipment and Crane Operations, Marine Construction/Barge Operations including Overhead along with Threatened and Endangered species monitoring, protection, and reporting. AEI maintains a full time Safety Officer who will be on the project at all time during operations. An individual Activity Hazard Analysis will be specific to this project will be prepared and supplied with our H&S plan. A Priority 1 site specific safety meeting will be held prior to construction with all field staff and management followed by daily tailgate safety meetings. Upon any reportable incident or near miss, operations will cease until the hazard is reported, mitigated followed by all hands briefing on the incident along with mitigation strategies.

Compliance:

- AEI has had zero (0) safety and/or environmental violations within the last 3 years.
- AEI has no outstanding violations.
- AEI maintains all required insurance and will provide certificates upon award.



AEI custom designed turbidity barriers provide for a seamless design with no open caps and a fully sealable bottom curtain.



*AEI multi-barge set up on Canal 28
Water Quality Improvement
Project.*



AEI's Commercial Waterfront Property in Tavernier, FL

Equipment

BARGES AND BOATS:

All listed vessels and barges are AEI owned, and available for Village of Islamorada projects

1.

AEI-1: Official No. 1026969 (Scorpion)

Homeport: Monroe County

Owner: Adventure Environmental, Inc.

Desc.: 1993 50' X 15' Fast Barge powered by (4) Yamaha 300 Outboard Motors and equipped with a 5 Ton knuckle-boom crane. Vessel can operate in very shallow water.



2.

AEI-2: Official No. 1075967-2 (70)

Homeport: Monroe County

Owner: Adventure Environmental, Inc.

Desc.: 2005 70' X 23' Barge w/push boat capable of holding large equipment and operate in shallow water.

3.

AEI-3: Official No. 1310924

Homeport: Monroe County

Owner: Adventure Environmental, Inc.

Desc.: 2020 90' X 30' Barge capable of holding large equipment and operate in shallow water



4.

AEI-4: Official No. 1075968-3 (60)

Homeport: Monroe County

Owner: Adventure Environmental, Inc.

Desc.: 2017 60' X 20' Barge w/push boat capable of holding large equipment and operate in shallow water.

5.
AEI-5: Official No. 1075969-4 (Rhino)

Homeport: Monroe County
Owner: Adventure Environmental, Inc.
Desc.: 2010 40' X 13' self-powered barge capable of holding heavy equipment/operate in shallow water

6.
AEI-6: Official No. 1075970-5 (Twin 1)

Homeport: Monroe County
Owner: Adventure Environmental, Inc.
Desc.: 2017 40' X 12' self-powered barge capable of holding heavy equipment and operate in shallow water.



7.
AEI-7: Official No. 1075971-6 (Twin 2)
Homeport: Monroe County

Owner: Advental, Inc.
Desc.: 2017 40' X 13' self-powered barge capable of holding heavy equipment and operate in shallow water.





8.
AEI-8: Official No. 1075972-7 (LoLo)
Homeport: Monroe County
Owner: Adventure Environmental, Inc.
Desc.: 2005 35' X 10' self-powered barge capable of holding heavy equipment and operate in shallow water.



9.
AEI-9: Official No. 1075973-8 (Gray)
Homeport: Monroe County
Owner: Adventure Environmental, Inc.
Desc.: 2010 35' X 10' self-powered barge capable of holding heavy equipment and operate in shallow water.



10.
AEI-10: Official No. 1075974-9 (White)
Homeport: Monroe County
Owner: Adventure Environmental, Inc.
Desc.: 2010 35' X 10' self-powered barge capable of holding heavy equipment and operate in shallow water.



11.

AEI-11: Official No. 1075975-10 (Blackpoint)

Homeport: Monroe County

Owner: Adventure Environmental, Inc.

Desc.: 2010 35' X 10' self-powered barge capable of holding heavy equipment and operate in shallow water.



12.
AEI-12: Official No. 1075976-11 (Mobro)
Homeport: Monroe County
Owner: Adventure Environmental, Inc.
Desc.: 2013 40' X 20' shallow water barge capable of holding heavy equipment and operating in shallow water w/push boat.



13.
AEI-13: Official No. 1075977-12 (Skim)
Homeport: Monroe County
Owner: Adventure Environmental, Inc.
Desc.: 2015 30' X 10' skimming and side scan sonar boat; self-propelled with twin Yamaha outboards.



Above is the listing of AEI owned key component vessels and is not an all-inclusive list.

AEI owns and maintains more than 10 ancillary vessels such as push boats, crew boats and side scan sonar boats including (3) Boston Whaler's from 17' to 23', (2) Deck Vessels up to 25' and (5) custom aluminum work vessels.

HEAVY EQUIPMENT:

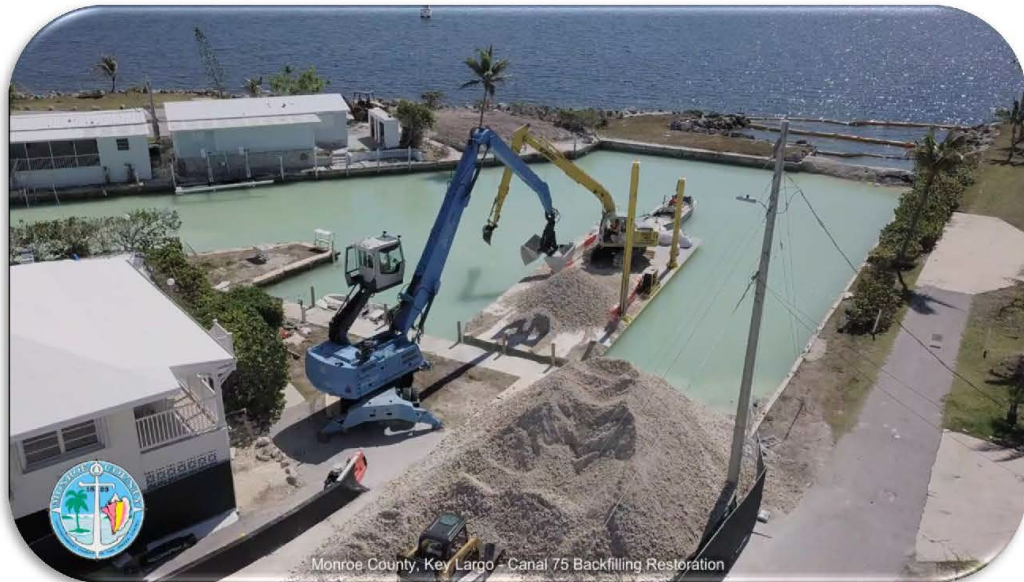
All listed vessels and barges are AEI owned, and available for Village of Islamorada projects

(4) Long Reach Excavators

- Fuchs/Terex 350 MHL
- CAT 312E LR
- CAT 324 LR
- CAT 200ELB
- Kobelco LR

Crane

- Tadano GR750-XL 75 ton crane



(4) Standard Excavators

- Cat 315 Excavators X 4

(6) Medium Excavators

- (3) Cat 308 Excavators
- (3) Cat 305 Excavators

(4) Front End Loaders

(4) Skid Steer Loaders with Grapples

(35) Stihl Chain Saws of all sizes

5,000 LF of Turbidity Barrier

(10) Spill Kits for place on barges and vessels

OSHA compliant commercial dive and salvage gear



TRUCKS:

All listed vessels and barges are AEI owned, and available for Village of Islamorada projects

AEI owns and operates (5) 40 CY Grapple Trucks that are used to unload the barges and transport the material to either TDMA or final disposal.



Other AEI owned equipment that will be utilized for this project includes, but not limited to:

- Dive equipment (SCUBA/surface-supplied) and underwater communications for up to six divers;
- Hach 2100Q turbidimeter;
- Vessel operator manatee signs for all work vessels (8.5 x 11-inch);
- Underwater still cameras;
- Underwater video cameras;
- Underwater paper, clipboards, logbooks etc.;
- Lift bags, rope, hooks, carabineers, etc.;
- Miscellaneous hand tools, rakes, shovel, knives, gloves, etc.
- First Aid kit, O² kit, very high frequency (VHF) radio; and
- Global Positioning System (GPS) units.

*AEI multi-barge set up on Canal 28
Water Quality Improvement
Project.*



Before Restoration...

*Founders Park Breakwater
Restoration Project
(included culver repair)*



After Restoration...

***Founders Park Photos Reference: Village of Islamorada (FCMMA Social Media Contest Entry - Resiliency*

SECTION 3. COST PROPOSAL

Unit Price Cost Proposal Sheet
Lower Matecumbe Canals

Project: LOWER MATECUMBE KEY CULVERT RESTORATIONS (CANAL 150, 151, 152, 153, 155 AND 157)
Location: Lower Matecumbe Key, Florida
Contractor:
Date:

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	LINE TOTAL PRICE
1	Mobilization and Demobilization*	LS	1	\$350,000.00
2	Maintenance of Traffic	LS	1	\$75,000.00
3	Erosion and Sediment Control	LS	1	\$75,000.00
4	Temporary Dewatering	LS	1	\$150,000.00
5	Excavation, Vegetation Removal and Disposal	CY	3329	\$300,000.00
6	4'x4' Reinforced Class IV Concrete Box Culvert	LF	1010	\$800,000.00
7	48" Jack & Bore Culvert	LF	295	\$1,000,000.00
8	Manatee Grate	EA	18	\$250,000.00
9	Type P Manhole, P-8 <10'	EA	8	\$400,000.00
10	Type J Manhole, J-7 <10'	EA	1	\$50,000.00
11	Culvert Headwall Restoration	CY	15	\$600,000.00
12	Fill & Bedding Material (including filter fabric)	TN	2106	\$300,000.00
13	Sediment Removal and Rock Riprap	TN	4708	\$700,000.00
14	Construction Layout and As-Built Survey	LS	1	\$150,000.00
Signature below verifies the proposal remains in effect for ninety (90) days.				
Contractor's Signature: 			Bid Total: \$5,200,000.00	

*The cost proposal shall be for the entire project as if it were to be completed as one project.

Proposal Form

SECTION 4. TIMELINE

- Install temporary water quality, erosion and sedimentation controls: **2 Days**
- Construct staging area **2 Days**
- Construct culverts according to technical specifications and plans **60 Days**
- Obtain final approval, remove erosion and sedimentation controls and stabilize any area disturbed by their removal **5 Days**

SECTION 5. ABILITY TO OBTAIN BONDS



James Hall

Executive Underwriter, Contract Surety

t 754-702-2462

e james.hall@cfins.com

December 14, 2020

RE: Adventure Environmental, Inc.

To Whom It May Concern:

Per your request for evidence of bondability, this letter is to advise you that Adventure Environmental, Inc. is set up for bonding with United States Fire Insurance Company, a Crum & Forster company.

It is our company's intent to provide a 100% performance bond and a 100% labor and material payment bond to Adventure Environmental, Inc. for the captioned project.

United States Fire Insurance Company reserves the right to base their final decisions upon conditions that exist at the time of request.

If we can be of additional assistance, please feel free to give us a call.

James Hall

Crum & Forster

305 Madison Avenue, Morristown, NJ 07962

Crum & Forster is part of Fairfax Financial Holdings Limited.
C&F and Crum & Forster are registered trademarks of United States Fire Insurance Company.

State of Florida

Department of State

I certify from the records of this office that ADVENTURE ENVIRONMENTAL, INC. is a corporation organized under the laws of the State of Florida, filed on July 18, 1997.

The document number of this corporation is P97000062537.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 22, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-second day of January,
2024*




Secretary of State

Tracking Number: 5756553490CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

2024 / 2025
MONROE COUNTY BUSINESS TAX RECEIPT
EXPIRES SEPTEMBER 30, 2025

Business Name: ADVENTURE ENVIROMENTAL INC
Owner Name: CHRIS COLARUSSO, GREGORY TOLPIN
Mailing Address: 160 GEORGIA AVE
TAVERNIER, FL 33070
Business Location: 160 GEORGIA AVE
TAVERNIER, FL 33070
Business Phone: 305-451-9500
Business Type: CONTRACTOR (CERTIFIED GENERAL & UNDERGROUND UTILITY & EXCAVATION)
Employees 6

STATE LICENSE: CGC1506411/CUC1223905

Tax Amount	Transfer Fee	Sub-Total	Penalty	Prior Years	Collection Cost	Total Paid
25.00	0.00	25.00	0.00	0.00	0.00	25.00

Paid WRB-23-00079020 07/15/2024 25.00

THIS BECOMES A TAX RECEIPT
WHEN VALIDATED

Sam C. Steele, CFC, Tax Collector
PO Box 1129, Key West, FL 33041

THIS IS ONLY A TAX.
YOU MUST MEET ALL
COUNTY AND/OR
MUNICIPALITY
PLANNING, ZONING AND
LICENSING
REQUIREMENTS.

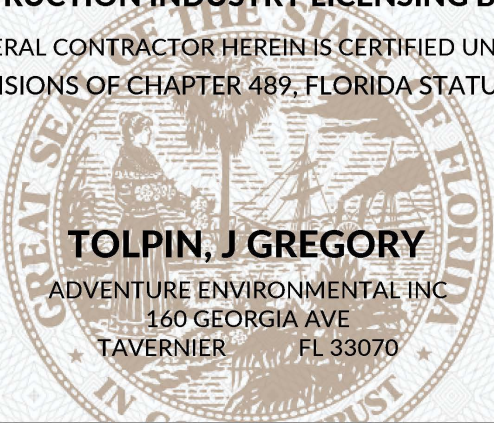
MONROE COUNTY BUSINESS TAX RECEIPT
P.O. Box 1129, Key West, FL 33041-1129
EXPIRES SEPTEMBER 30, 2025

Business Name: ADVENTURE ENVIROMENTAL INC
Owner Name: CHRIS COLARUSSO, GREGORY TOLPIN
Mailing Address: 160 GEORGIA AVE
TAVERNIER, FL 33070
Business Location: 160 GEORGIA AVE
TAVERNIER, FL 33070
Business Phone: 305-451-9500
Business Type: CONTRACTOR (CERTIFIED GENERAL & UNDERGROUND UTILITY & EXCAVATION)
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25.00	0.00	25.00	0.00	0.00	0.00	25.00

Paid WRB-23-00079020 07/15/2024 25.00

	Ron DeSantis, Governor	Melanie S. Griffin, Secretary	
STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION			
CONSTRUCTION INDUSTRY LICENSING BOARD			
THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES			
 TOLPIN, J GREGORY ADVENTURE ENVIRONMENTAL INC 160 GEORGIA AVE TAVERNIER FL 33070			
LICENSE NUMBER: CGC1506411			
EXPIRATION DATE: AUGUST 31, 2026			
Always verify licenses online at MyFloridaLicense.com			
ISSUED: 06/17/2024			
Do not alter this document in any form.			
	This is your license. It is unlawful for anyone other than the licensee to use this document.		

SECTION 7. SIGNED CONTRACT DOCUMENTS

Sign and Submit

12. SUSPENSION AND DEBARMENT

(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by Islamorada, Village of Islands. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Islamorada, Village of Islands, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.



Signature of Authorized Certifying Official

Gregory Tolpin, Vice President

Name and Title of Authorized Certifying Official

12/16/2024

Date

13. BYRD ANTI-LOBBYING AMENDMENT, 31 U.S.C. § 1352 (as amended)

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

If applicable, contractors must sign and submit to the non-federal entity the following certification: APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING. The certification is found on the next page.

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Signature of Authorized Certifying Official

Gregory Tolpin, Vice President
Name and Title of Authorized Certifying Official

12/16/2024
Date

ADDITIONAL CONTRACT TERMS FOR FEDERAL AND FEMA FUNDED PROJECTS

The following clauses will form part of the agreement between Islamorada, Village of Islands and the Contractor resulting from this RFP.

A. Access to Records:

The following access to records requirements shall apply to the contract.

1. The Contractor agrees to provide Islamorada, Village of Islands, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
2. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
3. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
4. In compliance with the Disaster Recovery Act of 2018, Islamorada, Village of Islands and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

B. Changes to the Contract:

Any changes to the contract between Islamorada, Village of Islands and the Contractor modification, change order, or constructive change must be allowable, allocable, within the scope of the grant or cooperative agreement, and reasonable for the completion of project scope.

- C. **Non-use of DHS Seal, Logo, and Flags:** The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of HSS agency officials without specific FEMA pre-approval.
- D. **Compliance with Federal Law, Regulations, and Executive Orders:** This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures and directives.
- E. **No Obligation by Federal Government:** The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal

entity, contractor, or any other party pertaining to any matter resulting from the contract.

- F. **Program Fraud and False or Fraudulent Statement or Related Facts:** The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.



Signature of Contractor's Authorized Official

Gregory Tolpin, Vice President

Name and Title of Contractor's Authorized Official

SECTION 8. APPENDIX A

APPENDIX A

ACKNOWLEDGMENT OF ADDENDA AND DOCUMENTS

The Proposer hereby acknowledges the receipt of the following addenda issued by the Village and incorporated into and made part of this RFP. In the event the Proposer fails to include any addenda in the table below, submission of this form shall constitute acknowledgment of receipt of all addenda, whether or not received by him/her.

ADDENDUM NUMBER	DATE RECEIVED
1	11/04/2024
2	11/12/2024

In addition to the addenda listed above, I acknowledge receipt of the Affidavit Attesting to Noncoercive Conduct for Labor or Services or Services and if awarded an Agreement with the Village will execute the affidavit attesting that my business does not use coercion for labor or services.

	Vice President
Signature	Title
Gregory Tolpin	12/16/2024
Print name	Date



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: February 11, 2025
SUBJECT: **Approval of 4th Quarter 2024 Nonresidential Building Permit Allocations TAB 10**

Background:

Pursuant to Village Code Section 30-475, the Village Council is required to act after reviewing the Building Permit Allocation System ("BPAS") Evaluation Report.

Pursuant to Resolution 24-05-37, a total of 20,261 square feet of nonresidential floor area was available for allocation for 2024. Additional 15,929 square feet that had been previously allocated was returned to the Village leaving to available total at 36,190 square feet. There have been no allocations awarded in 2024. There is one (1) application for nonresidential BPAS in the queue awaiting an award in Quarter 4. The proposed Resolution approves the Nonresidential Building Permit Allocation System ("BPAS") Rankings and Awards pursuant to Comprehensive Plan Policy 1-3.1.1(1) and Village Code Section 30-476.

Analysis:

Nonresidential applications were evaluated, scored, and ranked according to criteria outlined in Village Code Section 30-476. One (1) application from the nonresidential BPAS category is recommended for approval and identified below. The total nonresidential floor area requested by the application is 256 square feet. If approved, 35,934 square feet of nonresidential floor area would remain in the BPAS for allocation.

Permit #	Applicant	Date of Application	Score	Parcel #	Floor Area Requested
PRBLD202400595	LAH Islander LLC	11/15/2024		00400400-000000, 00400450-0000000, 00400810-000000	256

Budget Impact:

If approved as recommended, the additional property value created by this building permit would increase the Village's ad valorem tax revenue in future fiscal years.

Staff Impact:

Staff impact would be limited to processing the associated development permits.

Recommendation:

It is recommended that the Village Council adopt the proposed resolution, thereby approving the nonresidential building permit allocation ranking and awarding nonresidential allocations for Quarter 4 of 2024 of the Building Permit Allocation System.

- Attachments:**
1. Village of Islamorada - BPAS Application (non-residential)0
 2. 241016_Site Improvements Arch_V4 (TRUE)
 3. Q4 NON-RES Final
 4. Nonresidential BPAS Resolution_Q4



**ISLAMORADA, VILLAGE OF ISLANDS
PLANNING AND DEVELOPMENT SERVICES DEPARTMENT**

BUILDING PERMIT ALLOCATION SYSTEM (BPAS) APPLICATION

Pursuant to Code Chapter 30, Article IV, Division 11

☐ Residential Market Rate \$300.00
☒ Non- Residential \$300.00

An application must be deemed complete and in compliance with Village Code prior to the items being scheduled for review. Incomplete applications will be returned.

APPLICANT / AGENT (if applicable): Property owner must submit a **notarized** letter authorizing the applicant/agent to act on their behalf including the agent's name, address and phone number.

Name: SMITH HAWKS, PL / Barton W. Smith, Esq. / Jess Miles Goodall, Esq.

Mailing Address: 138 Simonton Street

City: Key West State: Florida Zip: 33040

Primary Phone: (305) 296-7227 Fax: _____

Email: Bart@SmithHawks.com / Jess@SmithHawks.com / Brandi@SmithHawks.com

PROPERTY OWNER:

Name: LAH Islander LLC

Mailing Address: c/o Agent

City: _____ State: _____ Zip: _____

Primary Phone: c/o Agent Fax: _____

Email: c/o Agent

LEGAL DESCRIPTION OF PROPERTY: If in metes and bounds, attach legal description on separate sheet.

Physical Address: 82100 Overseas Hwy.; 81998 Old Hwy.; & 132 Carroll St. Mile Marker: 81/82

Lot: _____ Block: _____ Subdivision: Stratton's

☐ Plantation Key ☐ Windley Key ☒ Upper Matecumbe Key ☐ Lower Matecumbe Key

Real Estate (RE) Number: 00400400-000000; Alternate Key: 1492680;
00400450-000000; and 1492736; and
00400810-000000 1493112

PROPERTY DESCRIPTION:

Zoning District: Tourist Commercial (TC) and SR Future Land Use Category: Mixed Use (MU)

Total Land Area: 2,419,758 gross, 961,804.8 upland Square Feet: 55.55 gross acres, 22.08 Upland Acres

Existing Use of Property: Hotel Resort and Residential

Proposed Use of Property: Hotel Resort and Residential

Associated building permit number: PRBLD202400595

PROPOSED BPAS ALLOCATION:	Existing	Proposed	Change
Number market-rate residential dwelling units:			
Total non-residential floor area (square feet):	22,158	22,414	+256
Number of transient units (hotel/motel rooms, recreational vehicles):			

Have any applications been submitted for this property within the past three years? ☐ Yes ☒ No

If yes, provide name of the applicant and date of application: _____

PLEASE CHECK ANY OF THE FOLLOWING STATEMENTS THAT APPLY TO YOUR PROPOSAL AND ATTACH ALL REQUIRED DOCUMENTS:

☐ The proposal includes dedication of vacant, buildable land. Please attach a letter from the Planning and Development Services Department testifying to the suitability of the lot(s) to be dedicated, and enclose the existing Warranty Deed indicating that the BPAS Applicant is the current owner of the property and proposed Warranty Deed running in favor of Islamorada, Village of Islands conveying the land. Please note that quit claim deeds will not be accepted.

☐ The proposal includes the transfer of off-site existing non-residential floor area. If you check this box, you are required to conduct a pre-application conference and obtain conditional use approval for the sender and receiver sites prior to submitting this application. No building permit shall be issued for non-residential floor area until the sending site structure is demolished pursuant to a demolition permit and a final inspection for the demolished floor area has been completed by the Building Services Department. A copy of the final Building Services demolition inspection report must be attached with this application.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate. I certify that all information required has been provided.


Signature of Applicant or Agent
Date 11/07/2024
Print Name: Jess Miles Goodall

Digital signatures do not require notarization when they can be verified by a Trusted Certificate issued by a third-party Certificate Authority. If you are not using a "verifiable digital signature", print this document and have it notarized.

STATE OF FLORIDA
COUNTY OF MONROE

Sworn to and subscribed before me by means of ☒ physical appearance or ☐ online notarization, this 7th day of NOVEMBER, 20 24, by JESS MILES GOODALL (Name of person signing the application) as AGENT (type of authority e.g. officer, manager / member, trustee, attorney in fact) for LAH ISLANDER LLC ((name of entity or party on behalf of whom application was executed).


Signature of Notary Public -State of Florida

SEAL:

☒ Personally Known ☐ Produced Identification Type of ID



STAFF ONLY: Received by _____ Date _____ Time _____ Permit # _____

ISLANDER RESORT

Central Village Site Improvements

PERMIT REVISION	10/16/2024
PERMIT RESPONSES	08/05/2024
PERMIT RESPONSES	07/12/2024
ISSUE FOR PERMIT	05/03/2024

82100 Overseas Highway
Islamorada FL 33036

Gensler
Architect

10 North Park Place
Suite 400
Morristown NJ 07960
Phone: 973.290.8500
Fax: 973.290.8585

545 NW 26th St.
Suite 250
Miami, FL 33127
Tel: 305.350.7070
Fax: 305.350.7071

Weiler Engineering Corporation
Civil Engineering

201 West Marion Avenue
Suite 1306
Punta Gorda, FL 33950
Tel: 941.505.1700

EDSA
Landscape Architect

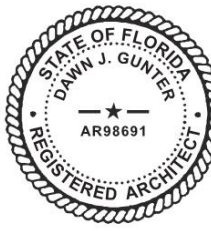
1512 East Broward Boulevard
Suite 110
Fort Lauderdale, FL 33301
Tel: 954.524.3330

Thompson Ehle Company
MEP Consultant

2 Sun Court NW,
Suite 450
Peachtree Corners, GA 30092
Tel: 404.266.1400

Optimus Structural Design LLC
Structural Consultant

7850 NW 146 St,
Suite 305
Miami Lakes, FL 33016
Tel: 305.512.5860



Dawn J Gunter
2024.10.16
20:15:38-04'00'

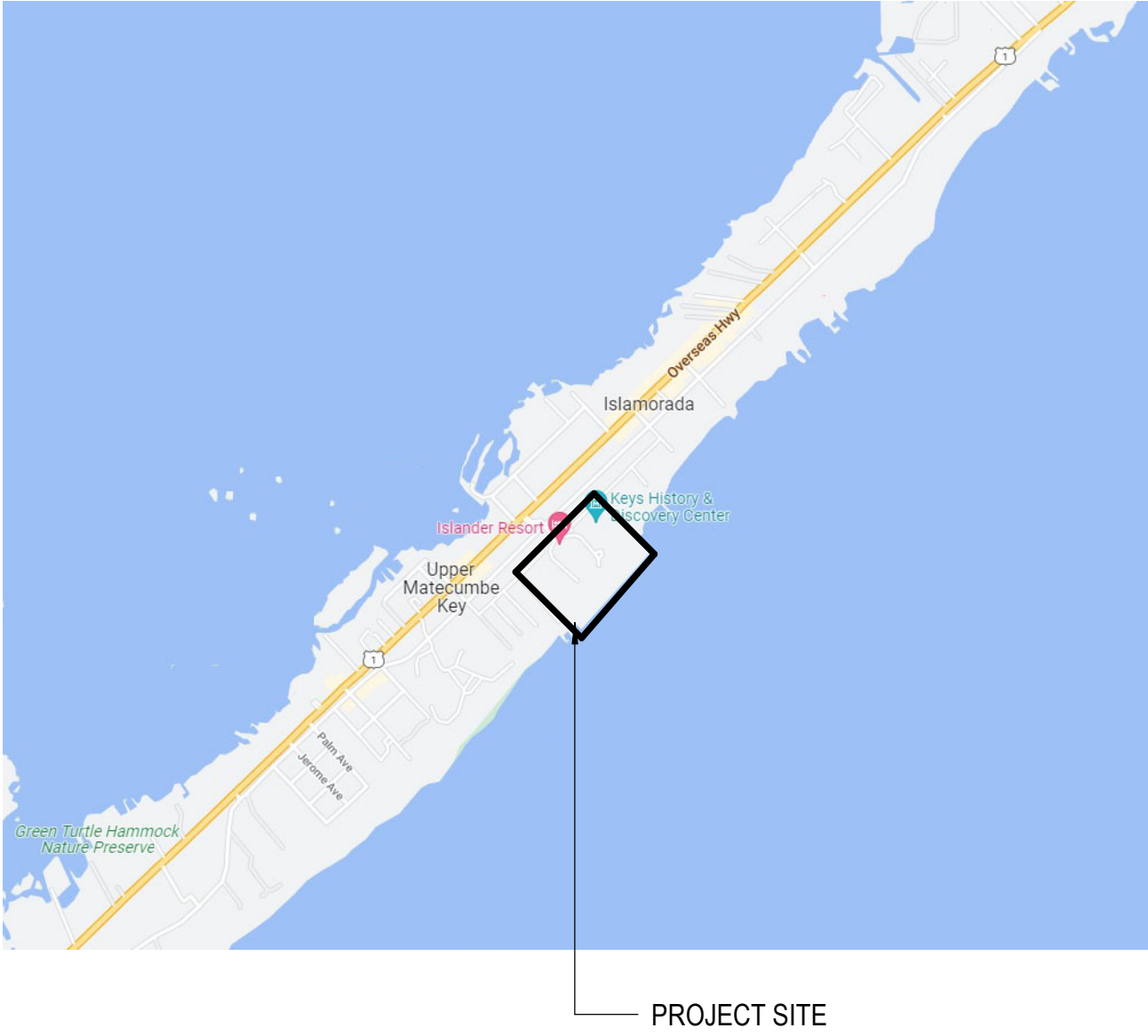
This item has been digitally signed and sealed by Dawn J Gunter on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed, and the signature must be verified on any electronic copies.

10/16/2024 3:52:02 PM B:\1362\1012\0283.000 - Islander Resort\Islander - 12.0283.000 - Core and Shell_v2.rvt

DRAWING INDEX				● NEW ISSUE	■ REVISED ISSUE	○ ISSUED WITH NO CHANGES	□ REVISED - NOT ISSUED / SK ISSUED
Sheet Number	Sheet Name	ISSUE 1 - 05.03.24	COMMENTS				
GENERAL							
G0.001-P2	COVER SHEET	●					
G0.100-P2	VICINITY & LOCATION MAPS, PROJECT INFO. & SCOPE, TYP. MOUNTING HEIGHTS AND ABBREVIATION	●					
G2.100-P2	SITE PLAN	●					
ARCHITECTURE							
A1.201-P2	CONSTRUCTION PLAN - CENTRAL POOL AREA	●					
CIVIL							
C- 1.00	COVER SHEET	●					
C- 1.01	2018 AERIAL PHOTOGRAPH	●					
C- 2.00	OVERALL EXISTING CONDITIONS	●					
C- 2.01	EXISTING CONDITION PLAN 1	●					
C- 2.02	EXISTING CONDITION PLAN 2	●					
C- 3.00	OVERALL DEMOLITION PLAN	●					
C- 3.01	DEMOLITION PLAN 1	●					
C- 3.02	DEMOLITION PLAN 2	●					
C- 4.00	OVERALL SITE PLAN	●					
C- 4.01	SITE PLAN 1	●					
C- 4.02	SITE PLAN 2	●					
C- 4.03	SITE DETAILS	●					
C- 4.04	GRADING PLAN 1	●					
C- 4.05	GRADING PLAN 2	●					
C- 5.00	OVERALL BEST MANAGEMENT PRACTICES PLAN	●					
C- 5.01	BEST MANAGEMENT PRACTICES PLAN 1	●					
C- 5.02	BEST MANAGEMENT PRACTICES PLAN 2	●					
C- 6.00	GENERAL NOTES & SPECIFICATIONS	●					
LANDSCAPE							
L0 -0-00	COVER AND INDEX	●					
L0 -0-01	SUBMISSION INDEX	●					
L0 -0-02	GENERAL NOTES	●					
L0 -0-03	SHEET KEY PLAN	●					
L1 -0-01	DEMOLITION NOTES	●					
L1 -1-03	SITE PREPARATION PLAN	●					
L1 -1-04	SITE PREPARATION PLAN	●					
L1 -1-05	SITE PREPARATION PLAN	●					
L1 -1-06	SITE PREPARATION PLAN	●					
L1 -1-07	SITE PREPARATION PLAN	●					
L1 -1-08	SITE PREPARATION PLAN	●					
L1 -1-09	SITE PREPARATION PLAN	●					
L1 -2-01	TREE DISPOSITION SCHEDULE	●					
L1 -2-02	TREE DISPOSITION SCHEDULE	●					
L1 -2-03	TREE DISPOSITION PLAN	●					
L1 -2-04	TREE DISPOSITION PLAN	●					
L1 -2-05	TREE DISPOSITION PLAN	●					
L1 -2-06	TREE DISPOSITION PLAN	●					
L1 -2-07	TREE DISPOSITION PLAN	●					
L1 -2-08	TREE DISPOSITION PLAN	●					
L1 -2-09	TREE DISPOSITION PLAN	●					
L3 -1-03	LAYOUT DIMENSION PLAN	●					
L3 -1-04	LAYOUT DIMENSION PLAN	●					
L3 -1-05	LAYOUT DIMENSION PLAN	●					
L3 -1-06	LAYOUT DIMENSION PLAN	●					
L3 -1-07	LAYOUT DIMENSION PLAN	●					
L3 -1-08	LAYOUT DIMENSION PLAN	●					
L3 -1-09	LAYOUT DIMENSION PLAN	●					
L4 -0-01	HARDSCAPE NOTES	●					
L4 -1-03	HARDSCAPE PLAN	●					
L4 -1-04	HARDSCAPE PLAN	●					
L4 -1-05	HARDSCAPE PLAN	●					
L4 -1-06	HARDSCAPE PLAN	●					
L4 -1-07	HARDSCAPE PLAN	●					
L4 -1-08	HARDSCAPE PLAN	●					
L4 -1-09	HARDSCAPE PLAN	●					
L4 -4-01	HARDSCAPE ENLARGEMENTS	●					
L4 -4-02	HARDSCAPE ENLARGEMENTS	●					
L4 -5-01	HARDSCAPE DETAILS	●					
L4 -5-02	HARDSCAPE DETAILS	●					
L4 -6-01	HARDSCAPE SCHEDULE	●					
L5 -0-01	PLANTING NOTES	●					
L5 -1-03	PLANTING PLAN	●					
L5 -1-04	PLANTING PLAN	●					
L5 -1-05	PLANTING PLAN	●					
L5 -1-06	PLANTING PLAN	●					
L5 -1-07	PLANTING PLAN	●					
L5 -1-08	PLANTING PLAN	●					
L5 -1-09	PLANTING PLAN	●					
L5 -2-01	PLANTING DETAILS	●					
L5 -3-01	PLANTING SCHEDULE	●					
L7 -1-03	LIGHTING PLAN	●					
L7 -1-04	LIGHTING PLAN	●					
L7 -1-05	LIGHTING PLAN	●					
L7 -1-06	LIGHTING PLAN	●					
L7 -1-07	LIGHTING PLAN	●					
L7 -1-08	LIGHTING PLAN	●					
L7 -1-09	LIGHTING PLAN	●					
L7 -4-01	LIGHTING CUTSHEETS	●					
L7 -4-02	LIGHTING CUTSHEETS	●					
ELECTRICAL							
E0-0-01	GENERAL NOTES - ELECTRICAL						
E0-0-03	SHEET KEY PLAN - ELECTRICAL						
E0-1-01	SPECS - ELECTRICAL						
E1-1-03	ENLARGED PLAN - ELECTRICAL						
E1-1-04	ENLARGED PLAN - ELECTRICAL						
E1-1-05	ENLARGED PLAN - ELECTRICAL						
E1-1-06	ENLARGED PLAN - ELECTRICAL						
E1-1-07	ENLARGED PLAN - ELECTRICAL						
E1-1-08	ENLARGED PLAN - ELECTRICAL						
E1-1-09	ENLARGED PLAN - ELECTRICAL						
E1-1-10	ENLARGED PLAN - TIKI BAR - ELECTRICAL						

ABBREVIATIONS			
ACCESS	ACCESSORY	JAN	JANITOR
ACOUS	ACOUSTIC(AL)		
AFF	ABOVE FINISHED FLOOR	KIT	KITCHEN
AL	ALUMINUM		
ALT	ALTERNATE	LAV	LAVATORY
ANNUNC	ANNUNCIATOR	LB	POUND
ANOD	ANODIZED	£	BRITISH POUND (CURRENCY)
APPL	APPLIANCE	LT	LIGHT
ARCH	ARCHITECT(URAL)	LVLG	LEVELING
AUTO	AUTOMATIC	LVT	LOUVER
AVG	AVERAGE		
&	AND	MAX	MAXIMUM
		MFD	MANUFACTURED
BLDG	BUILDING	MFR	MANUFACTURER
BOLLD	BOLLARD	MECH	MECHANICAL
BD	BOARD	MET	METAL
BLKG	BLOCKING	MEMB	MEMBRANE
BRDLM	BROADLOOM	MEZZ	MEZZANINE
BU	BUILT UP	MIN	MINIMUM
		MISC	MISCELLANEOUS
CAB	CABINET	MLWK	MILLWORK
CPT	CARPET	MOIST	MOISTURE
CEM	CEMENT(ITIOUS)	MOT	MOTOR(IZED)
CER	CERAMIC	MTD	MOUNTED
CLG	CEILING		
COATG	COATING		
COILG	COILING	NIC	NOT IN CONTRCT
CONC	CONCRETE	NO	NUMBER
CONSTR	CONSTRUCTION	NTS	NOT TO SCALE
CONT	CONTINUOUS(ATION)	NGVD	NATIONAL GEODETIC VERTICAL DATUM
CONTR	CONTRACT(OR)		
COV	COVER	ORNA	ORNAMENTAL
CMU	CONCRETE MASONRY UNIT	OVFL	OVERFLOW
		OVHD	OVERHEAD
		OPNG	OPENING(S)
DBL	DOUBLE	OPR	OPERABLE
DEPT	DEPARTMENT		
DES	DESIGN(ED)	OH	OPPOSITE HAND
DET	DETAIL		
DF	DRINKING FOUNTAIN	PTN	PARTITION
DIA	DIAMETER	PEDR	PEDESTRIAN
DIFF	DIFFUSER	PBD	PARITICLE BOARD
DIM	DIMENSION	PNL	PANEL
DISP	DISPENSER	POLYST	POLYSTYRENE
DIV	DIVISION	PORT	PORTABLE
DN	DOWN	PREFIN	PREFINISHED
\$	DOLLAR (US CURRENCY)	PREFAB	PREFABRICATED
DR	DOOR	PLAM	PLASTIC LAMINATE
DSCON	DISCONNECT	PLAS	PLASTER
DWG	DRAWER	PLSTC	PLASTIC
		PLYWD	PLYWOOD
		PRTECN	PROTECTION
ELAST	ELASTOMERIC		
ELEC	ELECTRICAL	RDR	READER
EMBED	EMBEDD(ED)(ING)	RECES	RECESSED
ENGR	ENGINEER(ED)	RECPT	RECEPTACLE
ENTR	ENTRANCE	REF	REFERENCE)
EQ	EQUAL	REFL	REFLECTED
EQUIP	EQUIPMENT	REFR	REFRIGERATOR
EXIST	EXISTING	REQD	REQUIRED
EXP JT	EXPANSION JOINT	RESIS	RESIST(ANT)(IVE)
EXPS	EXPOSED(D)	REINF	REINFORCED(D)(ING)(ME NT)
EXT	EXTERIOR	RESIL	RESILIENT
		RFG	ROOFING
FAB	FABRICATION	RM	ROOM
FD	FLOOR DRAIN	RO	ROUGH OPENING
FE	FIRE EXTINGUISHER		
FE&C	FIRE EXTINGUISHER AND CABINET	SCR	SCRIBE
FHC	FIRE HOSE AND CABINET	SECUR	SECURITY
FIN	FINISH	SF	SQUARE FEET
FLDG	FOLDING	SG	SINGLE
FPLC	FIREPLACE	SHORG	SHORING
FR	FIRE RAT(ING)(ED)	SIM	SIMILAR
FRMG	FRAMING	SST	STAINLESS STEEL
FXD	FIXED	STD	STANDARD
FXTR	FIXTURE	STL	STEEL
FLR	FLOOR(ING)	STRFR	STOREFRONT
FURN	FURNITURE	STRUCT	STRUCTURAL
FWC	FABRIC WALL COVERING	SURF	SURFACE
		SUSP	SUSPENDED
GA	GAUGE	SYS	SYSTEM(S)
GFRG	GLASS FIBER REINFORCED CONCRETE		
		THK	THICK
GFRG	GLASS FIBER REINFORCED GYPSUM	TLT	TOILET
GFRP	GLAS FIBER REINFORCED PLASTER	TRAF	TRAFFIC
GL	GLASS	TRANS	TRANSPARENT
GR	GRAD(E)(ING)	TRTD	TREATED
GYP	GYPSUM	T&G	TOUNGUE AND GROOVE
		TYP	TYPICAL
HD	HEAD	UNDRLAY	UNDERLAYMENT
HDWD	HARDWOOD	UTIL	UTILITY
HDWE	HARDWARE	UNO	UNLESS NOTED OTHERWISE
HM	HOLLOW METAL		
HORIZ	HORIZONTAL	UON	UNLESS OTHERWISE NOTED
HVAC	HEATING, VENTILATING, AND AIR CONDITIONING		
		VEH	VEHICLE
INFO	INFORMATION	VERT	VERTICAL
INSTRUM	INSTRUMENT(ATION)	VIF	VERIFY IN FIELD
INSUL	INSULATION		
INTLK	INTERLOCK(ING)	W/	WITH
INT	INTERIOR	WC	WATER CLOSET
INFILTR	INFILTRATION	WD	WOOD
		WDW	WINDOW
		W/O	WITHOUT
		WT	WEIGHT
		WTRPRF	WATERPROOFING

APPLICABLE CODES	
BUILDING	FBC-EB (FLORIDA BUILDING CODE 8TH EDITION 2023) - EXISTING BUILDING FBC -B (FLORIDA BUILDING CODE 8TH EDITION 2023) - BUILDING
FIRELIFE SAFETY	FFPC - FLORIDA FIRE PREVENTION CODE 8TH EDITION (2023)
ELECTRICAL	NFPA 70 FLORIDA BUILDING CODE 8TH EDITION (2023) - CHAPTER 27 ELECTRICAL
ENERGY CODE	FBC (FLORIDA BUILDING CODE 7TH EDITION 2020) - ENERGY CONSERVATION
PLUMBING	FBC-P (FLORIDA BUILDING CODE 8TH EDITION 2023) - PLUMBING
ACCESSIBILITY	FLORIDA BUILDING CODE 8TH EDITION (2023) - ACCESSIBILITY 2010 ADA STANDARDS
TO THE BEST OF THE ARCHITECT'S OR ENGINEER'S KNOWLEDGE, THE PLANS AND SPECIFICATIONS COMPLY WITH THE APPLICABLE MINIMUM CODES AND THE APPLICABLE FIRE-SAFETY STANDARDS AS DETERMINED BY THE LOCAL AUTHORITY IN ACCORDANCE WITH FBC110 8.4 ABD CHAPTER 633, FLORIDA STATUTES.	
GENERAL NOTES	
1. ALL WORK SHALL COMPLY WITH ALL LOCAL BUILDING CODES, LAWS, ORDINANCES, RULES AND REGULATIONS OF THE PUBLIC AUTHORITIES GOVERNING THE WORK.	
2. OBTAIN AND PAY FOR ALL PERMITS, INSPECTIONS AND FINAL SIGN-OFFS REQUIRED BY THE PUBLIC AUTHORITIES GOVERNING THE WORK.	
3. THE DRAWINGS AND PROJECT MANUAL ARE COMPLEMENTARY AND THEIR INTENT IS TO NCLUDE ALL ITEMS NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK. THE CONTRACTOR IS RESPONSIBLE TO PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT REQUIRED FOR THE CONSTRUCTION OF THE PROJECT. THE ORGANIZATION OF THE DRAWINGS AND PROJECT MANUAL SHALL NOT CONTROL THE CONTRACTOR IN DIVIDING WORK AMONG THE SUBCONTRACTORS OR IN ESTABLISHING THE EXTENT OF WORK PERFORMED BY ANY TRADE.	
4. REVIEW DOCUMENTS, VERIFY DIMENSIONS AND FIELD CONDITIONS AND CONFIRM THAT WORK IS BUILDABLE AS SHOWN. THE CONTRACTOR SHALL REPORT ANY CONFLICTS AND/OR OMISSIONS TO THE ARCHITECT PRIOR TO PERFORMING ANY WORK IN QUESTION. OTHERWISE, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL COSTS TO COMPLETE THE WORK STATED IN ON THE CONTRACT DOCUMENTS BASED UPON THE OPTIMAL ESTABLISHED QUALITY STANDARD.	
5. SUBMIT REQUESTS FOR SUBSTITUTIONS, REVISIONS AND/OR CHANGES TO THE ARCHITECT, IN WRITING, FOR REVIEW PRIOR TO PURCHASE, FABRICATION OR INSTALLATION.	
6. COORDINATE WORK WITH THE OWNER, INCLUDING SCHEDULING TIME AND LOCATIONS FOR DELIVERIES, BUILDING ACCESS, USE OF BUILDING SERVICES AND FACILITIES AND USE OF ELEVATORS AS TO MINIMIZE DISTURBANCE OF BUILDING FUNCTIONS AND OCCUPANTS.	
7. OWNER WILL PROVIDE WORK NOTED AS "BY OTHERS" OR "NIC" UNDER SEPARATE CONTRACT. INCLUDE SCHEDULE REQUIREMENTS IN CONSTRUCTION PROGRESS SCHEDULE AND COORDINATE TO ASSURE ORDERLY SEQUENCE OF INSTALLATION.	
8. MAINTAIN EXITS, EXIT LIGHTING, FIRE PROTECTIVE DEVICES AND ALARMS FOR DURATION OF WORK IN ACCORDANCE WITH APPLICABLE CODES AND ORDINANCES.	
9. PROTECT AREA OF WORK AND ADJACENT AREAS FROM DAMAGE FOR DURATION OF WORK. ALL DAMAGE DUE TO IMPROPER PROTECTION SHALL BE REPAIRED AT NO ADDITIONAL COST TO THE OWNER.	
10. MAINTAIN WORK AREAS SECURE AND LOCKABLE FOR THE DURATION OF WORK AND COORDINATE WITH OWNER/LANDLORD TO ENSURE SECURITY.	
11. SUBMIT SAMPLES, DATA SHEETS AND SHOP DRAWINGS AS OUTLINED IN THE PROJECT MANUAL.	
12. MAINTAIN THE CONSTRUCTION PREMISES IN A NEAT AND ORDERLY CONDITION AS OUTLINED IN THE PROJECT MANUAL.	
13. DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS GOVERN. IN CASE OF CONFLICT, THE CONTRACTOR SHALL SUBMIT A WRITTEN REQUEST FOR CLARIFICATION OR INFORMATION TO THE ARCHITECT. TELEPHONE INQUIRIES WILL NOT BE PERMITTED.	

VICINITY MAP	
	
LOCATION MAP	
	
SCOPE OF WORK	
FOLLOWING ARE THE PLANS OUTLINING THE SCOPE OF WORK REQUIRED FOR THE ISLANDER'S RESORT CENTRAL VILLAGE SITE IMPROVEMENTS	
THERE'S NO CHANGE IN USE OR OCCUPANCY AS PART OF THIS PERMIT APPLICATION.	
THE GENERAL SCOPE CONSISTS OF THE FOLLOWING:	
-PARKING ISLANDS MODIFICATIONS TO REDUCE IMPERVIOUS AREAS -PATCHING, RE-COATING AND RE-STRIPING OF PARKING AREAS -GENERAL UPGRADES AND UPDATES TO LANDSCAPE AND HARDSCAPE AREAS -REPLACEMENT AND ENHANCEMENTS OF LANDSCAPE LIGHTING -ESTABLISHMENT OF ADDITIONAL RECREATION AREAS ON THE SOUTH SIDE OF THE PROPERTY -MINOR MODIFICATIONS TO EXISTING PAVER LAYOUT AROUND THE POOL -CONSTRUCTION OF A NEW 196 SF TIKI HUT FOR POOL SERVICE	
PROJECT INFORMATION	
BUILDING ADDRESS: 82100 OVERSEAS HIGHWAY, ISLAMORADA FL 33036	
SITE AREA: APPROX. 48.323 ACRES, 2,104,954 SF (TRACT 2 PARCEL C)	
PROJECT DATUM ELEVATION: PROJECT ELEVATION + VARIES - SEE KEY PLAN BASE FLOOD ELEVATION (BFE) + VARIES - SEE KEY PLAN FLOOD ZONE - VARIES - SEE KEY PLAN DESIGN FLOOD ELEVATION (DFE) + BFE + 1' (N/A) NOTE: ALTERATION SCOPE WITHIN THIS PERMIT APPLICATION IS NOT DEEMED A SUBSTANTIAL IMPROVEMENT.	
USE GROUP CLASSIFICATIONS: GROUP R-1 (HOTEL - TRANSIENT) GROUP A-2 (BALLROOM AND MEETING ROOM)	
CONSTRUCTION TYPE: FIRE RESISTANCE RATING FOR THE BUILDING ELEMENTS (EXISTING BUILDING ASSUMED TO BE TYPE 3B CONSTRUCTION) STRUCTURAL FRAME: 0 HOURS BEARING WALLS: 2 HOURS (EXTERIOR) 0 HOURS (INTERIOR) FLOOR CONSTRUCTION (INCLUDING SECONDARY MEMBERS): 0 HOURS. ROOF CONSTRUCTION (INCLUDING SECONDARY MEMBERS): 0 HOUR.	
NUMBER OF STORIES ABOVE GRADE: 1	

ISLANDER
RESORT

82100 Overseas Highway
Islamorada FL 33036

SITE IMPROVEMENTS

Gensler

10 North Park Place
Suite 400
Morristown, NJ 07960
United States

Tel 973.290.8500
Fax 973.290.8585

545 NW 26th St.
Suite 250
Miami, Florida 33127
United States

Tel 305.350.7070
Fax 305.350.7071

edsa

1512 East Broward Boulevard
Suite 110
Fort Lauderdale, Florida 33301
Tel 954.524.3330

201 West Marion Avenue
Suite 1306
Punta Gorda, FL 33950
Tel 941.505.1700

OPTIMUS

7850 NW 146 St.
Suite 305
Miami Lakes, FL 33016
Tel 305.512.5860
www.optimususa.com

Thompson-Bell Company
consulting@thompsonbell.com

2 Sun Court NW
Suite 450
Peachtree Corners, GA 30092
Tel 404.266.1400

Date

Description

1

05.03.2024

ISSUE FOR PERMIT - SITE

Seal / Signature

STATE OF FLORIDA
COUNTY OF DALLAS
JAN 08 2021
THOMPSON-BELL COMPANY
CONSULTING

Dawn J Gunter
2024.10.16
20:15:39-04'00'

This item has been digitally signed and sealed by Dawn J Gunter on the date adjacent to the seal.
Printed copies of this document are not considered signed and sealed, and the signature must be verified on any electronic copies.

Project Name

ISLANDER RESORT

Project Number

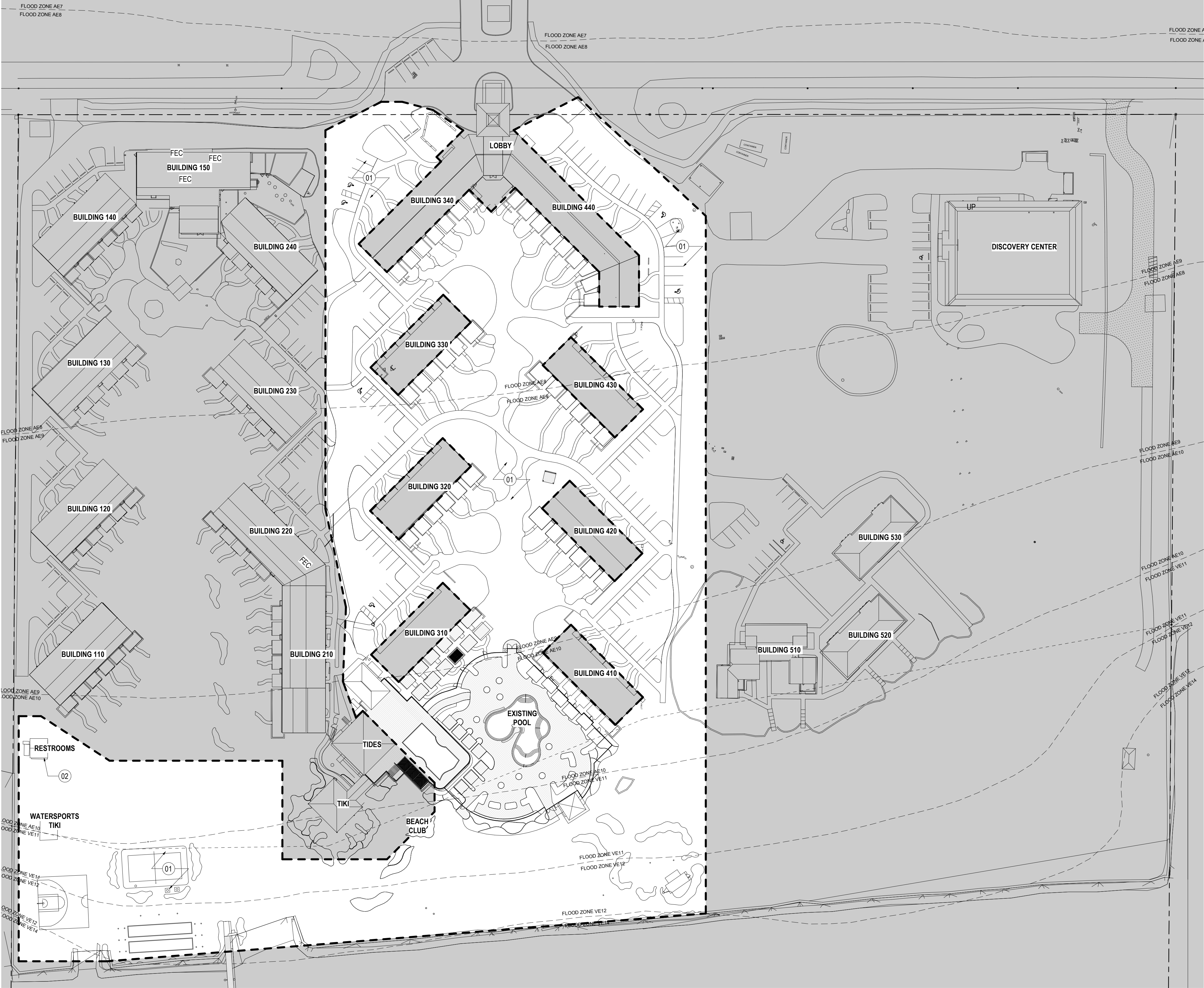
12.0283.000

Description

VICINITY & LOCATION MAPS,
PROJECT INFO. & SCOPE, TYP.
MOUNTING HEIGHTS AND
ABBREVIATION

Scale

1" = 40.0'



1 SITEPLAN
SCALE: 1" = 50'-0"

SHEET NOTES

- 01 REFER TO LANDSCAPE ARCHITECT DWGS FOR
SITE IMPROVEMENTS SCOPE
02 EXISTING RESTROOMS BUILDING TO BE PAINTED

ISLANDER
RESORT

82100 Overseas Highway
Islamorada FL 33036

SITE IMPROVEMENTS

Gensler

10 North Park Place
Suite 400
Morristown, NJ 07960
United States

Tel 973.290.8500
Fax 973.290.8585

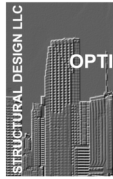
545 NW 26th St.
Suite 250
Miami, Florida 33127
United States

Tel 305.350.7070
Fax 305.350.7071



1512 East Broward Boulevard
Suite 110
Fort Lauderdale, Florida 33301
Tel 954.524.3330

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Tel 941.505.1700



7850 NW 146 ST.
Suite 305
Miami Lakes, Florida 33016
Tel 305.512.5860



2 Sun Court NW
Suite 450
Peachtree Corners, GA 30092
Tel 404.266.1400

Date	Description
1 05.03.2024	ISSUE FOR PERMIT - SITE

Seal / Signature



Dawn J Gunter
2024.10.16
20:15:40-04'00"

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Project Name

ISLANDER RESORT

Project Number

12.0283.000

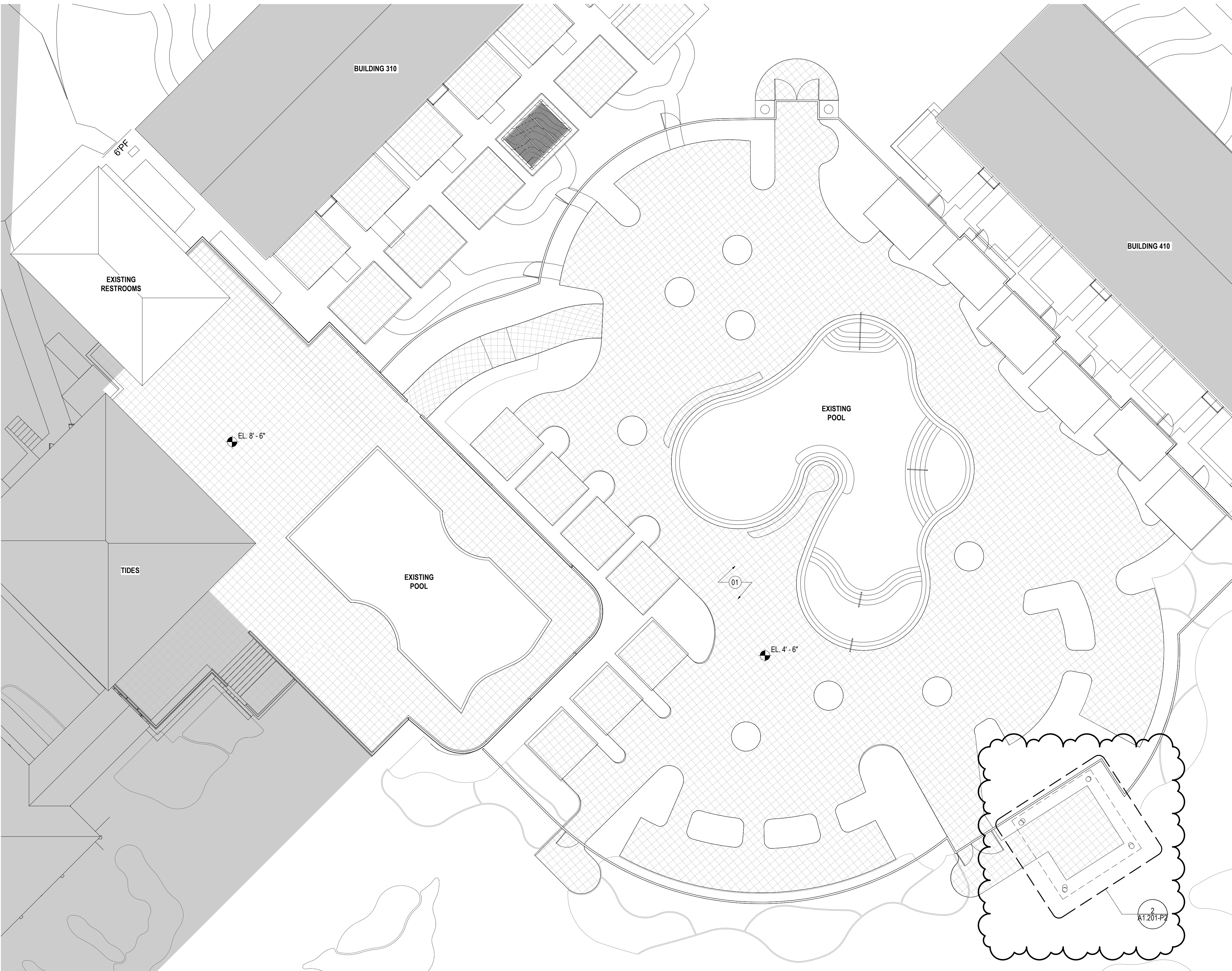
Description

SITE PLAN

Scale

As indicated

G2.100-P2



Ranking of Nonresidential BPAS Applications for 2024 Quarter 4 (closed December 31, 2024 @ 12:00 PM)											
Applications									RECOMMENDED FOR ALLOCATION		
Rank	Permit #	Name	Date of Application	Time of Application	Score	Key	Subdivision	Lot	Block	RE #	Floor Area Requested
1	PRBLD202400595	LAH Islander LLC	11/15/2024	11:00 AM		Upper Matecumbe Key	Stratton's			00400400-000000, 00400450-0000000, 00400810-000000	256
											0
										Total Allocation	256
										Total Available 2024	36,190
										Total Remaining	35,934

RESOLUTION NO. 25-

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, APPROVING NONRESIDENTIAL
BUILDING PERMIT ALLOCATION SYSTEM ("BPAS") RANKINGS
AND AWARDING NONRESIDENTIAL BUILDING PERMIT
ALLOCATIONS FOR QUARTER 4 OF 2024; AND PROVIDING AN
EFFECTIVE DATE**

WHEREAS, Islamorada, Village of Islands (the "Village") has implemented the Building Permit Allocation System ("BPAS") as codified in Chapter 30, Article IV, Division 11 of the Village's Code of Ordinances (the "Village Code"); and

WHEREAS, Section 30-474 of the Village Code requires that the Village Council establish the total amount of nonresidential floor area and residential dwelling units that may be made available for the next annual allocation, the quarterly allocations for that year and the distribution of allocations between categories; and

WHEREAS, the Village Council previously adopted Resolution No. 24-05-37, establishing a total of 20,261 square feet of nonresidential floor area available for allocation in 2024; and

WHEREAS, on June 18, 2024, 15,929 square feet of Nonresidential square footage previously issued in Quarter 3 of 2023 was not utilized and returned to the available pool; and

WHEREAS, the Village Council desires to approve the Nonresidential BPAS rankings and awards for Quarter 4 of 2024.

**NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. **Findings of Fact.** The Village Council, having considered the testimony and evidence presented by all parties, including the Report, does hereby find and determine as follows:

The Village Council approves the ranking and recommendation of the Director to award one (1) allocation for 256 square feet of nonresidential floor area to LAH Islander LLC having Real Estate Parcel IDs 00400400-000000, 00400450-000000, and 00400810-000000; as set forth in the Report attached hereto as Exhibit "A".

Section 2. Conclusions of Law. Based upon the above Findings of Fact, the Village Council does hereby make the following Conclusions of Law.

- (1) The Building Permit Allocation System (the "BPAS") applications for Quarter 4 of 2024 of the BPAS has been processed in accordance with the Village's Comprehensive Plan and Land Development Regulations;
- (2) In rendering its decision, as reflected in this Resolution, the Village Council has:
 - (a) Accorded procedural due process; and
 - (b) Observed the essential requirements of the law; and
 - (c) Supported its decision by competent substantial evidence of record.

Section 3. Effective Date. This Resolution shall not take effect until after thirty (30) days following the date it is filed with the Village Clerk, during which time the Request herein shall be subject to appeal as provided in the Village Code.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

Mayor Sharon Mahoney	___
Vice Mayor Don Horton	___
Councilmember Deb Gillis	___
Councilmember Steve Friedman	___

PASSED AND ADOPTED THIS 11TH DAY OF FEBRUARY 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN QUICK, INTERIM VILLAGE ATTORNEY

This Resolution was filed in the Office of the Village Clerk of this ____ day of _____, 2025.



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: February 11, 2025
SUBJECT: **Resolution to Approve Agreement with Alan Cohen to Serve as Interim Village Manager TAB 11**

Background:

At the January 30, 2025 special Village Council meeting, Council directed Legal to prepare an agreement for Council's consideration for Mr. Alan Cohen to serve as Interim Village Manager.

Analysis:

A resolution approving the appointment of Mr. Cohen to serve as Interim Village Manager is included in this item. To date, an agreement has not yet been finalized. Accordingly, any such agreement for Council's consideration will be added to the agenda at the earliest possible moment once finalized.

Budget Impact:

Staff Impact:

Recommendation:

Attachments: 1. 4AH0841-Resolution approving interim manager agreement with Alan Cohen

RESOLUTION NO. 25-

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, APPROVING THE
APPOINTMENT OF ALAN COHEN AS INTERIM VILLAGE
MANAGER; APPROVING AND AUTHORIZING EXECUTION OF
AN EMPLOYMENT AGREEMENT WITH MR. COHEN FOR
SERVICE AS THE INTERIM VILLAGE MANAGER; AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Islamorada, Village of Islands (the "Village"), is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, Section 7(3) of the Village Charter requires that there shall be a Village Manager, who shall be the Chief Administrative Officer of the Village; and

WHEREAS, on January 30, 2025, at its special Village Council meeting, the Village Council gave direction to the Village Attorney to secure an agreement for Alan Cohen ("Mr. Cohen") to serve as Interim Village Manager; and

WHEREAS, the Village Council finds that the Employment Agreement with Mr. Cohen as Interim Village Manager, attached as Exhibit "A" (the "Agreement"), is fair and provides reasonable compensation for Mr. Cohen to serve as Interim Village Manager; and

WHEREAS, the Village Council finds that it is in the best interests of the Village to approve the appointment of Mr. Cohen as Interim Village Manager, and approve and authorize execution of the Agreement with Mr. Cohen to serve as Interim Village Manager.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Appointment. The Village Council hereby approves the appointment of Mr. Alan Cohen as Interim Village Manager. Mr. Cohen's appointment shall be effective as of February 11, 2025.

Section 3. Approval of Agreement. The Village Council finds that the Agreement with Mr. Alan Cohen, attached as Exhibit "A," is reasonable and appropriate and is hereby approved. The Mayor is hereby authorized to execute the Agreement.

Section 4. Effective Date. This Resolution shall take effect immediately upon adoption.
Motion to adopt by _____, second by _____.

**FINAL VOTE AT ADOPTION
VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS**

Mayor Sharon Mahoney	_____
Vice Mayor Don Horton	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilmember	_____

PASSED AND ADOPTED ON THIS ____ DAY OF _____, 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND
LEGALITY FOR THE USE AND BENEFIT
OF ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: February 11, 2025
SUBJECT: Ordinance Relating to Animals and Animal Owners TAB 12

Background:

Historically, animal control within Village limits has been conducted by Monroe County its animal control officers, pursuant to Chapter 4 of the Monroe County Code. Recently, the County's authority to conduct animal control within the Village has been called into questions. As a result, and in an abundance of caution, the proposed ordinance would adopt the County Code for purposes of animal control to ensure no interruption in animal control services would occur in the Village.

Analysis:

The proposed ordinance would adopt the Monroe County Animal Control Ordinance, as may be amended from time to time, to ensure that the County can continue to enforce animal control within the Village.

Budget Impact:

None, as animal control would continue to be conducted by the County. If, however, the County were to be found to be unauthorized to conduct animal control within the Village, the Village could be required to pay for such enforcement. The proposed ordinance seeks to ensure that does not happen.

Staff Impact:

N/A.

Recommendation:

Staff recommends the adoption of the proposed ordinance.

Attachments:

1. 4AC541004- Ordinance Adopting Monroe County Animal Control Ordinance (2-7-25)
2. 4AE1038-Business Impact Estimate - animal control ordinance

ORDINANCE NO. 25- ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CREATING CHAPTER 4, "ANIMALS," OF THE VILLAGE CODE TO ADOPT REGULATIONS RELATING TO ANIMALS AND ANIMAL OWNERS; PROVIDING FOR THE REPEAL OF ALL CODE PROVISIONS AND ORDINANCES INCONSISTENT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Article VIII, Section 2 of the Florida Constitution and Chapter 166 of the Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, render municipal services, and exercise any power for municipal purposes except when expressly prohibited by law; and

WHEREAS, Section 4 of the Charter of Islamorada, Village of Islands ("Village") provides that "[t]he [V]illage shall have all governmental, corporate, and proprietary powers necessary to enable it to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal services unless expressly prohibited by law"; and

WHEREAS, Chapter 4 of the County Code (entitled the "Monroe County Animal Control Ordinance") includes an animal control ordinance which has historically been applicable and enforced within the Village; and

WHEREAS, on February 4, 2025, the Monroe County Court recognized the Inog-standing applicability and enforceability of Chapter 4 of the Monroe County Code within the Village, in an order on a motion to dismiss in Case No. 24-CO-4173-A-P; and

WHEREAS, this ordinance is intended to restate and ratify the long-standing law within as to applicability and enforceability the Village as it relates to Chapter 4 of the County Code. This ordinance is not intended to be remedial in nature; and

WHEREAS, the Village has established a code of ordinances to properly guide development and protect the health, safety, and welfare of the public; and

WHEREAS, the Village Council finds that there is a continued public need affecting life, health, property or the public peace of persons with regard to establishing procedures for control of animals with the Village municipal limits; and

WHEREAS, the Village Council desires to create Chapter 4 “Animals” of the Village Code of Ordinances to expressly incorporate and adopt the Monroe County Animal Control Ordinance; and

WHEREAS, the Village Council finds that the provisions of this Ordinance are intended to advance the public health, safety, and welfare of the citizens of the Village.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Amendment to the Code. Chapter 4 "Animals" of the Village Code

is hereby created to read as follows:¹

CHAPTER 4 – ANIMALS

ARTICLE I. – IN GENERAL

Section 4-1. Adoption of County Regulations.

(a) Applicability. The provisions of Chapter 4 of the Monroe County, Florida, Code of Ordinances, as may be amended from time to time, commonly referred to as the "Monroe County Animal Control Ordinance", are hereby adopted in full and incorporated into the Village Code as if fully set forth herein.

(b) Interpretation. As applied within the village, the Monroe County Animal Control Ordinance shall be subject to:

(1) The provisions of this Chapter; and

(2) Any acts, requirements, powers, or responsibilities specified to be necessary within the County limits shall also be interpreted as to be required within the municipal limits of the Village.

Section 3. Repeal of Conflicting Provisions. The provisions of the Code and all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 4. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

¹ Coding: ~~Strikethrough words~~ are deletions to the existing words. Underlined words are additions to the existing words. Changes between first and second reading are indicated with **highlighted** ~~double-strikethrough~~ and double underline.

Section 5. Inclusion in the Code. It is the intention of the Village Council and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code, that the sections of the Ordinance may be renumbered or relettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word where applicable.

Section 6. County Code. A current copy of Chapter 4 of the Monroe County Code as it exists on February 11, 2025, is attached hereto as Exhibit "A".

Section 7. Effective Date. This Ordinance be effective immediately upon adoption on second reading.

[Remainder of the page intentionally left blank.]

The foregoing Ordinance was offered by _____, who moved its adoption on first reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Sharon Mahoney	_____
Vice Mayor Don Horton	_____
Councilwoman Deb Gillis	_____
Councilman Steve Friedman	_____
Vacant	_____

PASSED on first reading this _____ day of _____, 2025.

[Remainder of the page intentionally left blank.]

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Sharon Mahoney	_____
Vice Mayor Don Horton	_____
Councilwoman Deb Gillis	_____
Councilman Steve Friedman	_____
Vacant	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Meeting Date: February 11, 2025

Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of section 166.041(4), Fla. Stat. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the Village has determined that section 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by section 166.041(4), Fla. Stat. will be provided in the "Business Impact Estimate" section below. In addition, even if one or more exemptions are identified, the Village may nevertheless choose to provide information concerning the proposed ordinance in the "Business Impact Estimate" section below. This Business Impact Estimate Form may be revised following its initial posting.

Proposed ordinance's title/reference:

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CREATING CHAPTER 4, "ANIMALS," OF THE VILLAGE CODE TO ADOPT REGULATIONS RELATING TO ANIMALS AND ANIMAL OWNERS; PROVIDING FOR THE REPEAL OF ALL CODE PROVISIONS AND ORDINANCES INCONSISTENT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE

Applicable Exemptions:

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - ☐ Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
 - ☐ Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - ☐ Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - ☐ Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

Business Impact Estimate:

The Village hereby publishes the following information:

1. A summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The proposed ordinance explicitly adopts the Monroe County Animal Control Ordinance ("MCACO") in the Village Code. The MCACO has historically been enforced within the Village boundaries. The proposed ordinance would not change that enforcement but, instead, seeks to reconfirm its applicability within the Village Code.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the municipality, including the following, if any:
 - (a) An estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted:

Reinforcing the applicability of the MCACO is not intended to impact any business in the Village.

- (b) Identification of any new charge or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible:

Reinforcing the applicability of the MCACO is not intended to impact any charges/fees on businesses in the Village.

- (c) An estimate of the municipality's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs:

None, as enforcement will be done through Monroe County.

3. A good faith estimate of the number of businesses likely to be impacted by the ordinance:

Reinforcing the applicability of the MCACO is not intended to impact any business in the Village.

4. Additional information the governing body determines may be useful (if any):

N/A.

Note: The Village's provision of information in the Business Impact Estimate section above, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The Village's failure to check one or more exemptions above shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under section 166.041(4), Fla. Stat., section 166.0411, Fla. Stat., or any other relevant provision of law.



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: February 11, 2025
SUBJECT: **Ordinance Amendment to the Zoning Map for Parcel Numbers 00437590-000000, 00437610-000000 and 00437640-000000 - Second Reading TAB 13**

Background:

The applicant, LAH Creekside LLC, has submitted a map amendment application requesting an approval for a Zoning Map Amendment from Village Center (VC) District to Neighborhood Commercial (NC) District on the subject property, located at 90611, 90691 and 90701 Old Highway (RE #s 00437590-000000, 00437610-000000, AND 00437640-000000), comprising 1.4698 acres. The current use of the property is hotel/motel. This Zoning Map amendment will allow the applicant to transfer the hotel motel units to another site and redevelop the existing hotel/motel into multi-family affordable housing units. The applicant has submitted a Letter of Intent detailing the map amendment request.

The subject property is a 1.47 acre parcel in Plantation Key. The property is not recognized as habitat to any state or federal listed animal species, and it is not within the state conservation recreation lands' boundary or critical habitat area. Pursuant to the Village's GIS data and records, the parcel is not defined as any habitat.

The subject property currently has an existing Village Center (VC) Zoning District designation. The adjacent property to the south is designated Village Center. To the north, the adjacent property is designated as Village Center. The properties to the West across Old Highway and Overseas Highway are designated as Marine Use (MR) and Recreation (R) and to the East across the canal is Residential Single-Family (R-1). The character of the surrounding area is mixed-use with a collective of commercial uses, open space, and single-family residences.

Analysis:

Pursuant to Section 30-697 the purpose of the Neighborhood Commercial (NC) zoning district is to provide a compact commercial area designed and intended to allow for a mix of residential, office and local retail sales servicing the daily needs of local residents within convenient traveling distance. Though not proposed, any future development of the subject property would require site plan application approval, this will ensure that the subject property meets the standards of review of the Comprehensive Plan and the Land Development Regulations (LDRs), including but not limited to: requirements for minimum open space; habitat preservation, concurrency management and level of service (LOS) standards for transportation, infrastructure, wastewater, stormwater and other public services; off-street parking and internal circulation; required setbacks; landscaping, dedicated conservation

easements for existing habitat; on-site and off-site improvements and design amenities required to achieve land use compatibility for the surrounding land uses and zoning districts.

Compatibility with Comprehensive Plan Policies:

- ☐ Policy 1-2.1.14, Criteria for Future Land Use Map (FLUM) Amendments
- ☐ Policy 1-2.4, Recognize Mixed Use Development Patterns
- ☐ Policy 1-2.4.1, Guide The Location of Commercial uses and Revitalize Commercial Areas
- ☐ Policy 1-2.4.4: Residential uses in the Mixed Use Designation
- ☐ Objective 1-4.6: Prevent Proliferation of Urban Sprawl

Comprehensive Plan Policy 1-2.1.14, Criteria for Future Land Use Map (FLUM) Amendments, states that Islamorada, Village of Islands, shall maintain specific criteria for amending the Future Land Use Map that are consistent with the general procedures delineated in Chapter 163.3177, 163.3184 and 163.3189, Florida Statutes and the principles for guiding development in areas of critical state concern. The Village Council shall make its determination on proposed FLUM amendments on legitimate public purpose based on one or more of the following factors; however, in no event shall an amendment be approved which would result in an adverse community change.

Comprehensive Plan Objective 1-2.4, Recognize Mixed Use Development Patterns, states: "Areas designated Mixed Use (MU) on the Future Land Use Map recognizes the prevalent and historical mixed-use pattern of development in the Village. The MU category shall accommodate a mix of commercial and residential uses, which may be located in the same building, limited public and semi-public uses, recreational facilities, schools, marinas, tourist-oriented facilities, and supportive community facilities ancillary to the permitted uses, pursuant to the standards in the Comprehensive Plan and the Land Development Regulations."

Finding: The proposed map amendment would be consistent with the historical trend of a mixed-use development pattern within the Village. The properties in that area contain mixed uses, including commercial, recreation and residential uses.

Comprehensive Plan Policy 1-2.4.1, Guide The Location Of Commercial Uses And Revitalize Commercial Areas, states Mixed Use (MU) is the only FLUM category in which commercial uses shall be permitted. The general pattern of commercial land uses in MU shall:

1. Prevent negative impacts on the fragile coastal ecosystem by directing commercial development away from environmentally sensitive lands and critical habitat;
2. Revitalize all existing commercial areas and further distinguish Village Activity Centers;
3. Restrict the scale and intensity of commercial development outside of the Village Activity Centers and other appropriate areas in the Village;
4. Promote safe and efficient vehicle, cyclist and pedestrian movement;
5. Prevent or minimize Village costs to provide infrastructure;
6. Avoid encroachment of incompatible commercial activity into established residential neighborhoods;
7. Enhance the unique character of the Village's commercial land uses through incentives for bufferyards and landscaping; and
8. Facilitate within the Village Activity Centers, the creation of aesthetically pleasing commercial spaces outdoors, as places for social leisure and interaction, while limiting light industrial uses, outdoor storage and sales as a primary use of land, and outdoor retail sales as

an accessory use of land.

Finding: The proposed amendment would be consistent with this policy in that it guides the redevelopment of an existing hotel/motel to workforce/affordable housing.

Comprehensive Plan Policy 1-2.4.4, Residential Uses in the MU Designation, states, "Residential uses, including residential institutional uses in MU shall not exceed six (6) units per acre, except that up to twelve (12) units per acre may be allowed pursuant to the standards in the Land Development Regulations when used as receiver sites for the transfer of development rights from approved sender sites and fifteen (15) units per acre may be permitted for purposes of providing affordable housing. Notwithstanding the density limitations each parcel of commercially developed land in the Settlers Residential (SR), Village Center (VC), Tourist Commercial (TC), Commercial Fishing (CF), Marine Use (MR), Highway Commercial (HC), Neighborhood Commercial (NC), and Recreation (R) Zoning Districts shall be entitled to construct, subject to the BPAS, one affordable housing unit subject to all other regulations."

Finding: Any possible future development associated with the proposed FLUM amendment would be required to comply with all applicable portions of the Land Development Regulations, including but not limited to landscaping, buffering and off-street parking. Therefore, the proposed amendment is consistent with Policy 1-2.4.4.

Comprehensive Plan Objective 1-4.6: Prevent proliferation of Urban Sprawl and Coordinate the Timing and Staging of Public and Private Development states, "Land Development Regulations shall ensure that the location, scale, timing and design of development is coordinated with public facilities and services in order to prevent the proliferation of urban sprawl and achieve cost-effective land development patterns. Consistent with policies in the Intergovernmental Coordination Element, the Village shall pursue resolution of development and growth management issues with impacts transcending the Village's political jurisdiction, by participating in forums with the Florida Department of Community Affairs, the South Florida Regional Planning Council and other forums convened to coordinate such issues."

Finding: The proposed FLUM amendment would assist in limiting additional development on developed land.

Procedures for Amendments to Zoning Map:

Pursuant to Section 30-411(d)(4)(b) of the Code of Ordinances, the Village Council must find that the application is consistent with the Comprehensive Plan, that the applicant has complied with all procedural requirements of this section, and that the maintenance of the existing zoning on the property does not accomplish a legitimate public purpose. The Village Council shall make its determination on a finding of legitimate public purpose based on one or more of the following factors:

1. Demand for the proposed Zoning District in the Village in relation to the amount of land currently zoned and available to accommodate that demand.

Finding: Pursuant to the Village's GIS data and records, there are approximately 36 parcels that are designated within the NC Neighborhood Commercial District, which represents approximately .01 percent of the 7,108 total parcels within Islamorada, Village of Islands. Of the 36 parcels within the NC Neighborhood Commercial District, 5 parcels are vacant, which

equates to approximately 13.8 percent of the total NC parcels.

2. Compatibility of the site's physical, geological, hydrological and other environmental features, with the uses permitted in the proposed Zoning designation.

Finding: The proposed use of conversion for hotel/motel to workforce/affordable housing is an allowed use in the proposed Zoning District.

3. Data errors, including errors in mapping, vegetative types and natural features described in the comprehensive plan.

Finding: There is no evidence that there are any errors in the Villages GIS data, records and other resources.

4. New Issues.

Finding: The need for workforce/affordable housing still exists within the Village. The Village has accepted 300 additional affordable housing units and is ready to allocate them to aid in meeting our affordable housing goals.

5. Recognition of a need for additional detail or comprehensiveness.

Finding: The applicant is working on a TDR application to transfer the hotel/motel units to a different property. All approvals will be before the Village Council at the same time.

6. Compatibility of the proposed district with the property surrounding the site of the requested rezoning and any applicable neighborhood or redevelopment plan.

Finding: As previously indicated, the subject property currently has an existing Village Center (VC) Zoning District designation. The adjacent property to the South is designated Village Center. To the North the adjacent property is designated as Village Center. The properties to the West across Old Highway and Overseas Highway are designated as Marine Use (MR) and Recreation (R) and to the East across the canal is Residential Single-Family (R-1). The character of the surrounding area is mixed-use with a collective of commercial uses, open space, and single-family residences.

The LPA reviewed this item at its June 10, 2024, meeting and recommended approval of the ordinance with the condition that construction be sequenced so that the TDRs at the Islander may not pull any building permits until the building permits for the workforce housing at Creekside are issued.

This item was passed on first reading at the Council's meeting on December 12, 2024. After first reading staff and the applicant discussed the following proposed conditions based on the Council's concerns at the last hearing:

1. No commercial fishing is permitted.
2. Docking facilities for recreational vessels shall be permitted. The mooring of recreational vessels shall be limited to vessels owned by the occupants of the affordable housing dwelling units or guests of the occupants. Guests of the occupants of the affordable housing dwelling units shall be permitted to moor vessels at the docking facilities for up to, but not to exceed, two (2) consecutive days (whether or not consecutively moored).

3. No commercial uses, except for the existing restaurant, are permitted. In the event the lawfully existing restaurant is substantially damaged or destroyed, it is permitted to be rebuilt pursuant to all requirements and development standards of the underlying zoning district.

Budget Impact:

None

Staff Impact:

None

Recommendation:

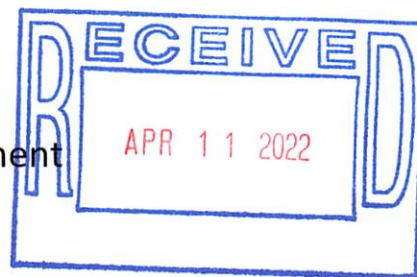
Staff has reviewed the request for Zoning Map Amendment from Village Center to Neighborhood Commercial and determined that the request meets the criteria. Therefore, staff recommends approval of the map amendment with the following conditions:

1. No commercial fishing is permitted.
2. Docking facilities for recreational vessels shall be permitted. The mooring of recreational vessels shall be limited to vessels owned by the occupants of the affordable housing dwelling units or guests of the occupants. Guests of the occupants of the affordable housing dwelling units shall be permitted to moor vessels at the docking facilities for up to, but not to exceed, two (2) consecutive days (whether or not consecutively moored).
3. No commercial uses, except for the existing restaurant, are permitted. In the event the lawfully existing restaurant is substantially damaged or destroyed, it is permitted to be rebuilt pursuant to all requirements and development standards of the underlying zoning district.

- Attachments:**
1. Creekside CC Attachments
 2. Creekside Zoning ORD 1st read with conditions



Islamorada, Village of Islands,
Planning and Development Services Department



APPLICATION FOR MAP AMENDMENT

Pursuant to Chapter 30, Article IV, Divisions 8 & 9

	Application Type	Application Fee	Deposit	Total Fee Due
☐	Future Land Use and Zoning	\$5,120.00	\$1,000.00	\$6,120.00
☒	Zoning Only	\$2,500.00	\$1,000.00	\$3,500.00

☐ Request concurrent Future Land Use and Zoning Hearings pursuant to 163.3184(12), Florida Statutes

PLEASE NOTE: THIS APPLICATION IS ACCEPTED BY APPOINTMENT ONLY.

An application must be deemed complete and in compliance with the Village Code by Staff prior to the items being scheduled for review. See the Submittal Requirements below for a list of required submittals and documents.

APPLICANT / AGENT (if applicable): Property owner must submit a notarized letter authorizing the applicant/agent to act on their behalf including the agent's name, address and phone number.

Name: Smith Hawks, PL / Barton W. Smith / Jess Miles Goodall

Mailing Address: 138 Simonton Street, Key West, Florida 33040

Primary Phone: (304) 296 7227

Fax: _____

Email: Bart@smithhawks.com / Jess@smithhawks.com / Brandi@SmithHawks.com

PROPERTY OWNER:

Name: LAH Creekside LLC

Mailing Address: C/o Agent

Primary Phone: C/o Agent

Fax: C/o Agent

Email: C/o Agent

LEGAL DESCRIPTION OF PROPERTY: If in metes and bounds, attach legal description on separate sheet.

Physical Address: 90611, 90655, 90691, and 90701 Old Highway, Tavernier, FL 33070 Mile Marker: 90.5

Lot: 8-15

Block: 1

Subdivision: BOATMANS COLONY

☒ Plantation Key

☐ Windley Key

☐ Upper Matecumbe Key

☐ Lower Matecumbe Key

Real Estate (RE) Number: 00437590-000000

Alternate Key: 1536857, 1536849, 1536822, 1536806

00437610-000000;

00437630-000000; and 00437640-000000

PROPERTY DESCRIPTION:

Total Land Area: 64,026

Square Feet 1.4698

Acres

Existing Use of Property: Hotel/Motel

Has an Application for Map Amendment been submitted for this site within the past two (2) years? ☐ Yes ☒ No

If yes, provide name and date of application: _____

PROPOSED MAP AMENDMENT:

Current Future Land Use Map Category: Mixed Use (MU)

Current Zoning District: Village Center (VC)

Proposed Future Land Use Map Category: Mixed Use (MU)

Proposed Zoning District: Neighborhood Commercial (NC)



Department of Defense
General Services Administration

APPLICATION FOR MAP AMENDMENT

Standard Form 100-10 (Rev. 1-60)

1. Name of Applicant: _____
2. Address: _____
3. City: _____ State: _____ Zip: _____
4. Phone: _____
5. Date of Application: _____

PROPERTY INFORMATION

6. Description of Property: _____
7. Map Sheet Number: _____

8. Reason for Requesting Amendment: _____
9. Proposed Amendment: _____

10. Signature of Applicant: _____
11. Title of Applicant: _____

OFFICIAL USE ONLY

12. Date of Review: _____
13. Reviewer's Name: _____
14. Reviewer's Title: _____

15. Recommendation: _____
16. Date of Decision: _____

17. Signature of Official: _____
18. Title of Official: _____

NOTES

19. _____
20. _____

21. _____

SUBMITTAL REQUIREMENTS:

- ☒ **Correct application fee.** Check or money order to "Islamorada, Village of Islands". (Previously Provided)
- ☒ **Notarized agent authorization letter**, if applicable, including the agent's name, address and phone number authorizing the applicant/agent to act on all property owners' behalf. (Previously Provided)
- ☒ **Proof of ownership** e.g. warranty deed, lease or pending sale contract.
- ☒ **Property record card** from the Monroe County Property Appraiser.
- ☒ **Copy of current Future Land Use Map** clearly marking the boundaries of the property. Map may be request from Planning and Development Service Department prior to application submittal.
- ☒ **Copy of current Official Zoning Map** clearly marking the boundaries of the property. Map may be request from Planning and Development Service Department prior to application submittal.
- ☒ **Photographs** of the site taken from adjacent streets.
- ☒ **Signed and sealed survey** prepared by a Florida registered surveyor. The survey shall include elevations and location of all existing structures, paved areas, location of all utility structures, all easements, all bodies of water on and adjacent to the site, docks, piers, mean high water line and total acreage by habitat (**please provide a digital copy in addition to the signed and sealed survey**).
- ☒ **Data and analysis (including a land use need analysis)** pursuant to Comprehensive Plan Policy 1-2.1.13, demonstrating there is a need for the amount of development allowed by the proposed FLUM designations in order to accommodate the Comprehensive Plan's projected population growth within the planning timeframe of the Comprehensive Plan.
- ☒ **Explanation** of how the application satisfies each of the applicable criteria in the Land Development Regulations, Comprehensive Plan and Principles for Guiding Development pursuant to § 380.0552(7), Florida Statutes. See **Attachment A** for list of criteria.

If deemed necessary to complete a full review of the application, the Planning and Development Services Department reserves the right to request additional information.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate. I certify that all information required has been provided.

Digital signatures do not require notarization when they can be verified by a Trusted Certificate issued by a third-party Certificate Authority. If you are not using a "verifiable digital signature", print this document and have it notarized.

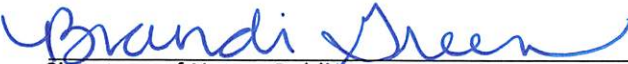

Signature of Applicant

04/08/22
Date

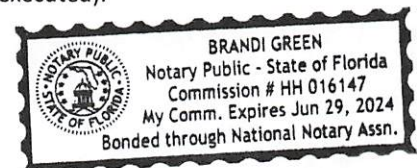
Print Name: _____

STATE OF FLORIDA
COUNTY OF MONROE

Sworn to and subscribed before me by means of ☒ physical appearance or ☐ online notarization, this 8th day of APRIL, 20 22, by JESS MILES GODWIN (name of person signing the application) as AGENT (type of authority e.g. officer, manager / member, trustee, attorney in fact) for LAK CREEKSIDE LLC (name of entity or party on behalf of whom application was executed).


Signature of Notary Public

SEAL:



☒ Personally Known ☐ Produced Identification

Type of ID _____

[Faint, mostly illegible text covering the upper two-thirds of the page, appearing to be a letter or report.]

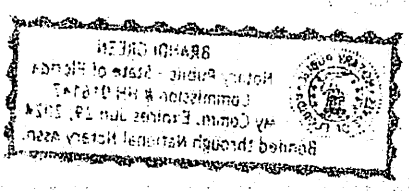
2/28/40

[Handwritten signature]

AGREED
30-10-40

LOUISIANA

1940



[Handwritten signature]



Islamorada, Village of Islands, Planning and Development Services Department

ATTACHMENT A

Future Land Use Map (FLUM) Amendment Criteria. The applicant shall submit all information required to adequately address the filing requirements adopted by the Florida Department of Economic Opportunity ("DEO"). In addition, the applicant shall submit all other information necessary to address the comprehensive planning criteria of the Village.

Pursuant to the DEO State Coordinated Review Submittal Guidelines, in the case of FLUM amendments, the following information must be provided:

1. A description of the availability of and the demand on the following public facilities: sanitary sewer, solid waste, drainage, potable water, traffic circulation, schools and recreation, as appropriate; and
2. Information regarding the compatibility of the proposed land use amendments with the Comprehensive Plan future land use element objectives and policies, and those of other affected elements.

All proposed FLUM amendments must be consistent with the Principles for Guiding Development within the Florida Keys Area of Critical State Concern, pursuant to § 380.0552(7), Florida Statutes. The Principles are listed below.

- (a) Strengthening local government capabilities for managing land use and development so that local government is able to achieve these objectives without continuing the area of critical state concern designation.
- (b) Protecting shoreline and marine resources, including mangroves, coral reef formations, seagrass beds, wetlands, fish and wildlife, and their habitat.
- (c) Protecting upland resources, tropical biological communities, freshwater wetlands, native tropical vegetation (for example, hardwood hammocks and pinelands), dune ridges and beaches, wildlife, and their habitat.
- (d) Ensuring the maximum well-being of the Florida Keys and its citizens through sound economic development.
- (e) Limiting the adverse impacts of development on the quality of water throughout the Florida Keys.
- (f) Enhancing natural scenic resources, promoting the aesthetic benefits of the natural environment, and ensuring that development is compatible with the unique historic character of the Florida Keys.
- (g) Protecting the historical heritage of the Florida Keys.
- (h) Protecting the value, efficiency, cost-effectiveness, and amortized life of existing and proposed major public investments, including:
 1. The Florida Keys Aqueduct and water supply facilities;
 2. Sewage collection, treatment, and disposal facilities;
 3. Solid waste treatment, collection, and disposal facilities;
 4. Key West Naval Air Station and other military facilities;
 5. Transportation facilities;
 6. Federal parks, wildlife refuges, and marine sanctuaries;
 7. State parks, recreation facilities, aquatic preserves, and other publicly owned properties;
 8. City electric service and the Florida Keys Electric Co-op; and
 9. Other utilities, as appropriate.

- (i) Protecting and improving water quality by providing for the construction, operation, maintenance, and replacement of stormwater management facilities; central sewage collection; treatment and disposal facilities; and the installation and proper operation and maintenance of onsite sewage treatment and disposal systems.
- (j) Ensuring the improvement of nearshore water quality by requiring the construction and operation of wastewater management facilities that meet the requirements of § 381.0065(4)(l) and 403.086(10), as applicable, and by directing growth to areas served by central wastewater treatment facilities through permit allocation systems.
- (k) Limiting the adverse impacts of public investments on the environmental resources of the Florida Keys.
- (l) Making available adequate affordable housing for all sectors of the population of the Florida Keys.
- (m) Providing adequate alternatives for the protection of public safety and welfare in the event of a natural or manmade disaster and for a post-disaster reconstruction plan.
- (n) Protecting the public health, safety, and welfare of the citizens of the Florida Keys and maintaining the Florida Keys as a unique Florida resource.

The Village Council shall make its determination on proposed FLUM amendments on legitimate public purpose based on one or more of the following factors:

- 1. Demand for the proposed FLUM category in the village in relation to the amount of land currently assigned the FLUM designation and available to accommodate that demand;
- 2. Compatibility of the site's physical, geological, hydrological and other environmental features, with the uses permitted in the proposed FLUM category;
- 3. Data errors, including errors in mapping, vegetative types and natural features described in the comprehensive plan;
- 4. New issues;
- 5. Recognition of a need for additional detail or comprehensiveness

However, in no event shall an amendment be approved which will result in an adverse community change.

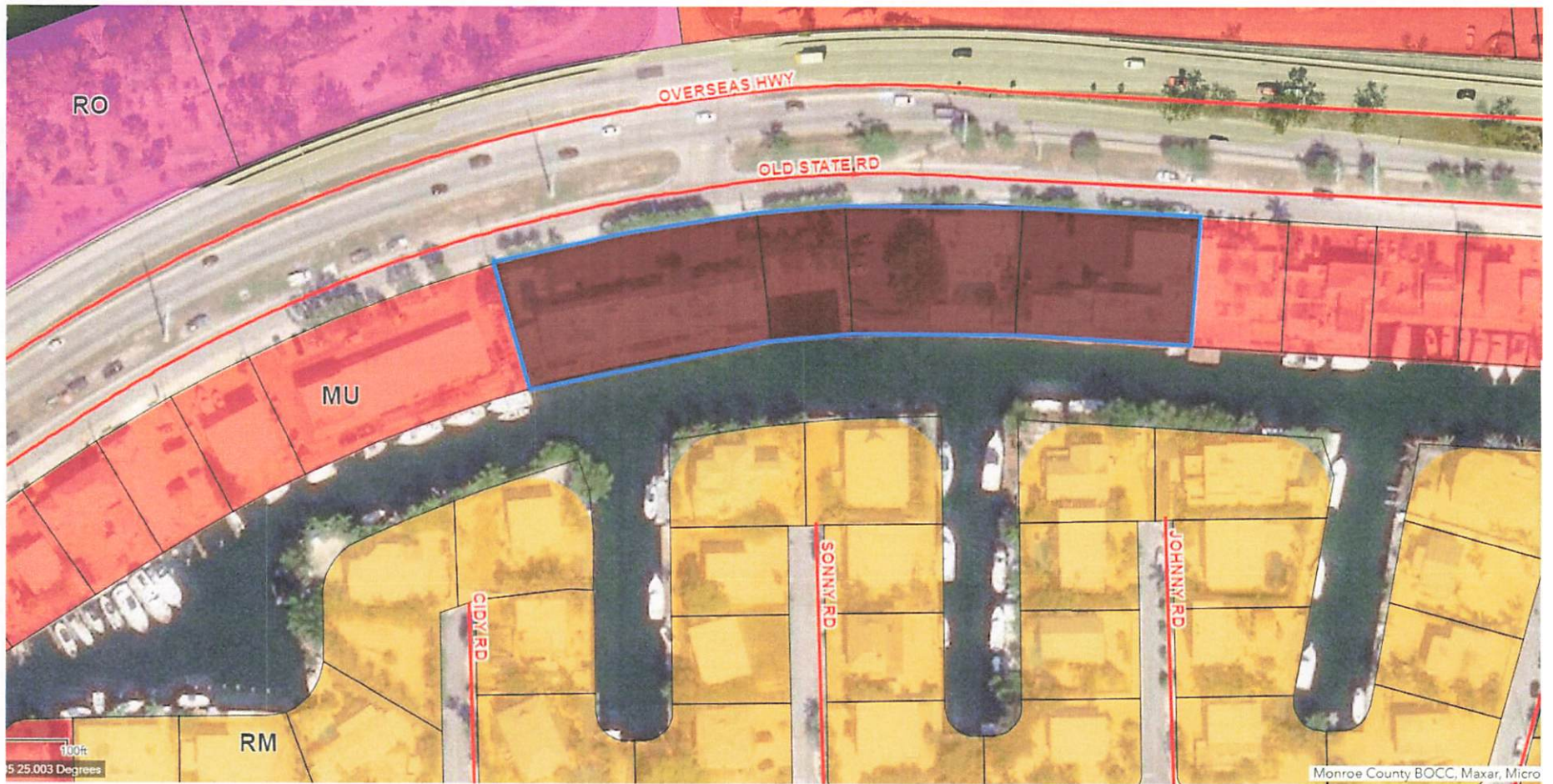
Official Zoning Map Amendment Criteria. The purpose of this application is to provide a means for changing the Official Zoning Map. It is not intended to relieve particular hardships, nor to confer special privileges or rights on any person, nor to permit a change in community character, as analyzed in the Comprehensive Plan, but only to make necessary adjustments in light of changed conditions. In determining whether to grant a requested amendment, the Village Council shall consider the factors set forth below and the consistency of the proposed amendment with the provisions and intent of the Comprehensive Plan.

The Village Council must find that the application is consistent with the Comprehensive Plan, that the applicant has complied with all procedural requirements of the Code and that the maintenance of the existing zoning on the property does not accomplish a legitimate public purpose. The Village Council shall make its determination on legitimate public purpose based on one or more of the following factors:

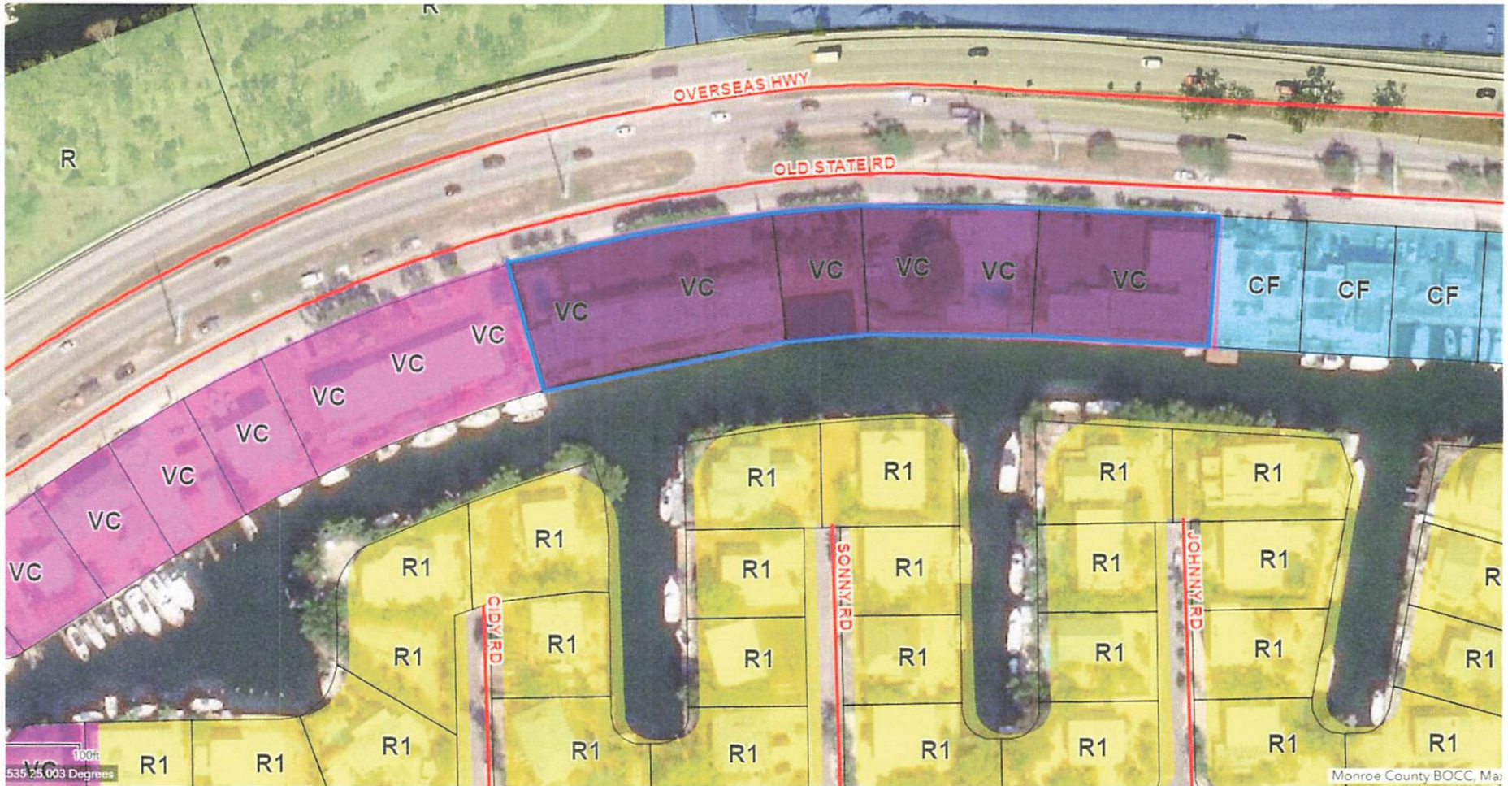
- 1. Demand for the proposed zoning district in the Village in relation to the amount of land currently zoned and available to accommodate that demand;
- 2. Compatibility of the site's physical, geological, hydrological and other environmental features, with the uses permitted in the proposed zoning district;
- 3. Data errors, including errors in mapping, vegetative types and natural features described in the Comprehensive Plan;
- 4. New issues;
- 5. Recognition of a need for additional detail or comprehensiveness; or
- 6. Compatibility of the proposed district with the property surrounding the site of the requested rezoning and any applicable neighborhood or redevelopment plan.

However, in no event shall an amendment be approved which will result in an adverse community change.

Future Land Use Map:



Official Zoning Map:



Page 180 of 285

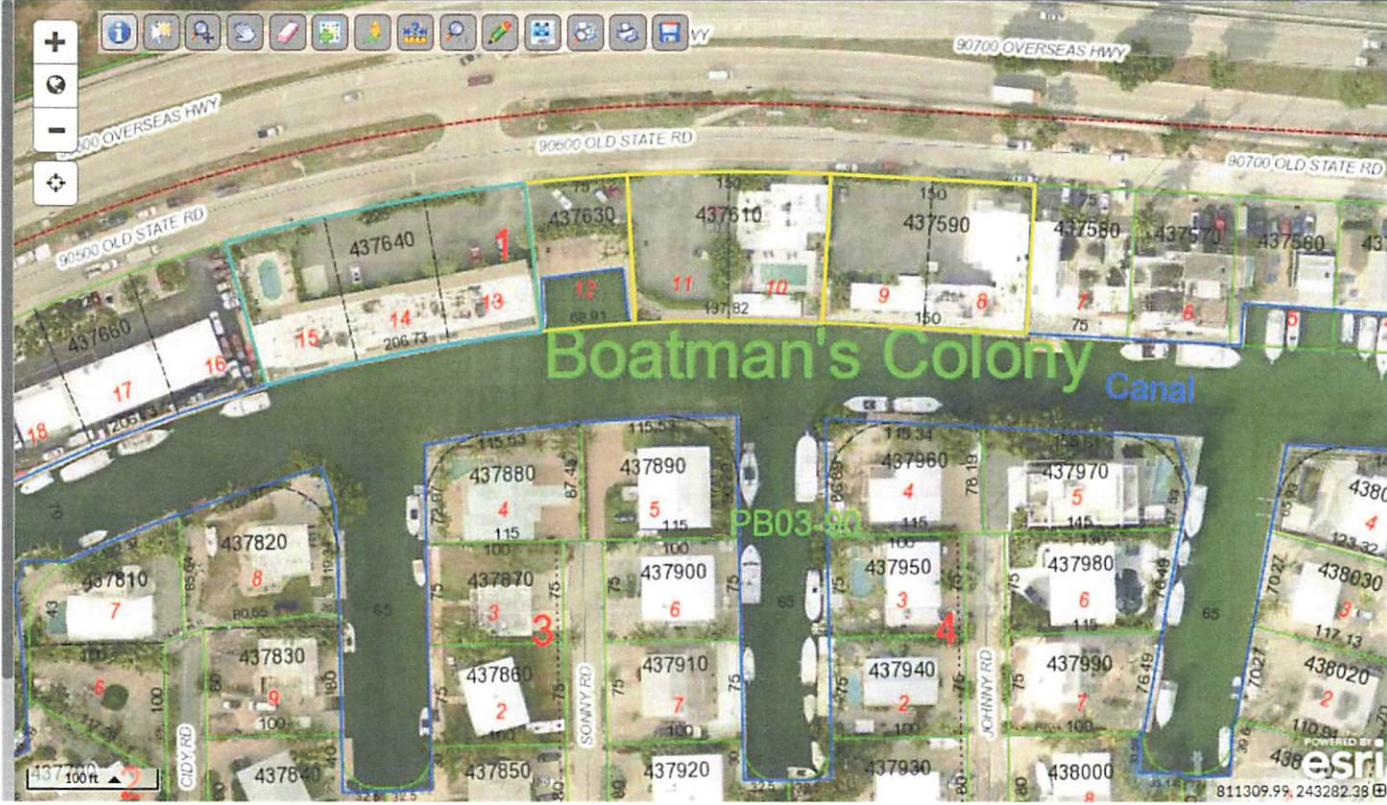
Layer List Legend

Quick Links:

- Real Property Search
- Tangible Property Search
- View Map

Layers:

- ☒ Annotation
- ☐ Buildings
- ☒ Major Roads
- ☒ Centerline
- ☒ Easements
- ☒ Hooks
- ☒ Lot Lines
- ☒ Road Center
- ☒ Rights of Way
- ☐ Section Lines
- ☒ Shoreline
- ☒ Condo Building
- ☒ Qualified Condo Sales
- ☒ Qualified Parcel Sales
- ☐ Conservation Easement
- ☒ Key Names
- ☒ Subdivisions
- ☒ Parcels
- ☐ Personal Property
- ☐ Section Poly
- ☒ County Outline
- ☒ 2014 Aerial Photography







SMITH/HAWKS

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Telephone: (305) 296-7227
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SENT VIA EMAIL & FEDEX
7765 3601 7416

April 8, 2022

Daniel Gulizio, Director of Planning
Islamorada, Village of Islands Planning and Development Services Department
86800 Overseas Highway
Islamorada, Florida 33036
Email: PlanningDirector@Islamorada.FL.US

Re: Proposed Land Use District (zoning) Map Amendment for LAH CREEKSIDE LLC's real property located at 90611, 90655, 90691, and 90701 Old Hwy, Tavernier, FL 33070, having Monroe County Parcel ID Numbers 00437590-000000; 00437610-000000; 00437630-000000; and 00437640-000000

Dear Daniel,

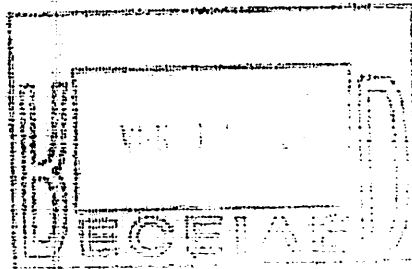
Please find enclosed our client, LAH CREEKSIDE LLC's ("Applicant") application for Land Use District (zoning) Map ("LUD") Amendment (the "Amendment") pursuant to Chapter 30, Article IV, Division 9 of the Islamorada Code of Ordinances ("Application") for the real property located at 90611, 90655, 90691, and 90701 Old Hwy, Tavernier, FL 33070, having Monroe County Parcel ID Numbers 00437590-000000; 00437610-000000; 00437630-000000; and 00437640-000000 (collectively, the "Property"). The Application will allow the conversion of an existing fifty (50) hotel/motel units into a desperately needed multi-family affordable workforce housing development.

A check in the amount of \$3,500.00 (\$2,500.00 application fee, plus \$1,000.00 deposit) and the executed Agent Authorization have been previously provided. Enclosed, please find a duplicate copy of the application package to be date stamped and returned using the enclosed self-addressed FedEx envelope.

PROPERTY BACKGROUND INFORMATION:

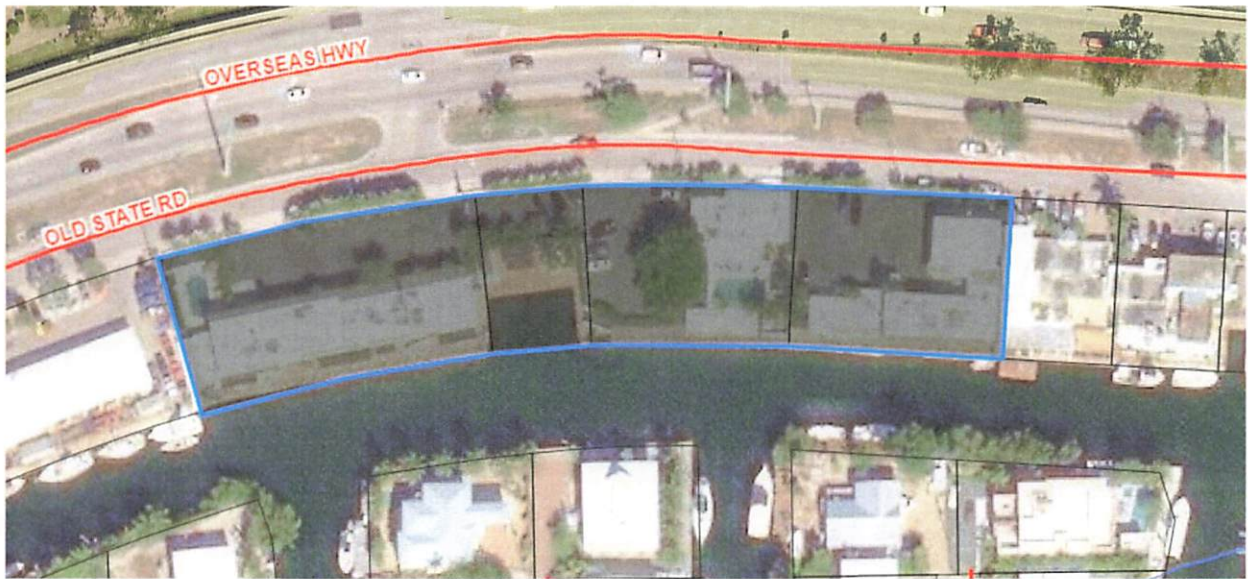
Location:	Creekside – MM 90.5, Village of Islamorada, Florida
Real Estate (RE) Number:	00437590-000000; 00437610-000000; 00437630-000000; and 00437640-000000
Property Owner/Applicant:	LAH Creekside, LLC
Authorized Agent:	SMITH/HAWKS, PL Barton W. Smith, Esq./ Jess Miles Goodall, Esq.
Total Property Area:	64,026 SF or 1.4698 acres

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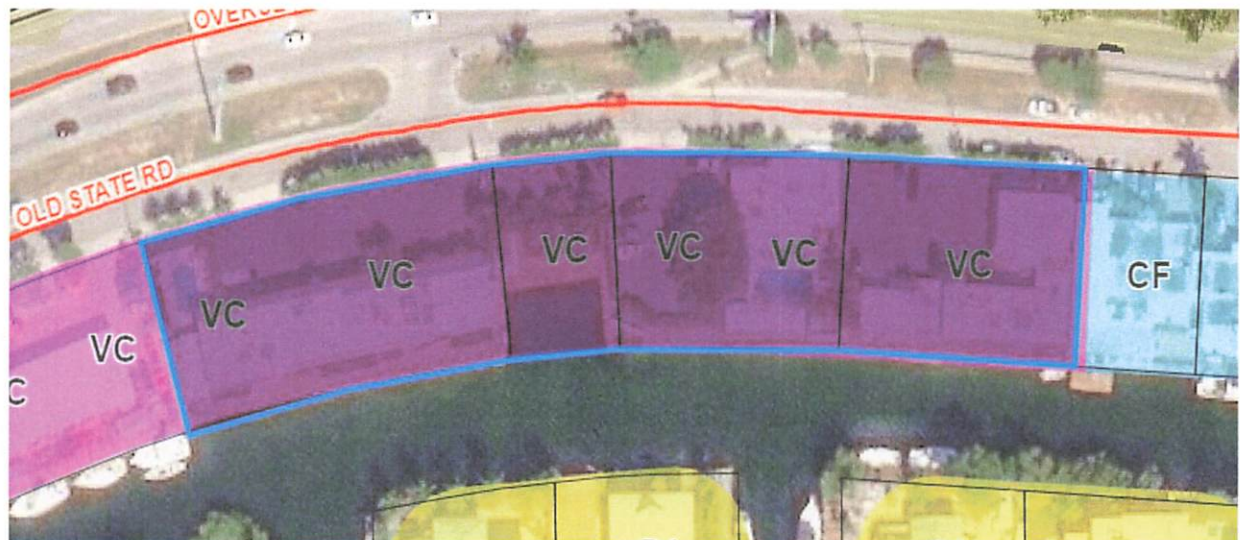


Land Use District:	Village Center (VC)
Future Land Use Map (FLUM) Designation:	Mixed Use (MU)
Flood Zone:	AE8
Existing Uses:	Hotel/Motel
Community Character of Immediate Vicinity:	Commercial, Residential

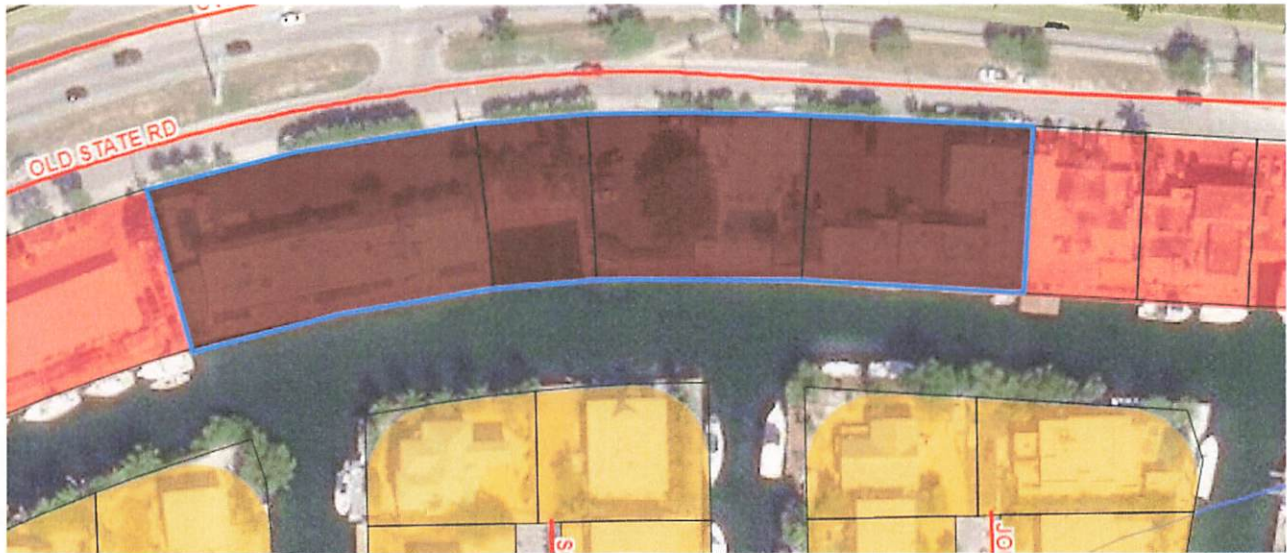
PROPERTY OVERVIEW:



Current LUD:



FUTURE LAND USE MAPS:



I. LAND USE DISTRICT (ZONING) MAP AMENDMENT:

a. Overview

The Amendment seeks to amend the LUD for the approximately 64,026 SF or 1.4698 acres of land located at 90611 Old Hwy, Tavernier, FL 33070, with real estate numbers 00437590-000000; 00437610-000000; 00437630-000000; and 00437640-000000 to permit the conversion of the existing fifty (50) unit Hotel/Motel into a much-needed multi-family affordable workforce housing development.

b. Amendment Request:

The requested LUD amendment is being requested to allow the Applicant to convert and develop the property from its current use as a Hotel/Motel into a much-needed multi-family affordable housing workforce housing development, in a location that will benefit the workforce of Islamorada. The LUD amendment is proposing to change the Property's approximately 64,026 SF or 1.4698 acres from VC to NC.

The Property has a Future Land Use Map ("FLUM") designation of Mixed Use (MU). Both VC and NC zoning districts are both established within the MU FLUM designation, therefore, a FLUM amendment is not required.

Pursuant to Section 30-692 of the Islamorada Code of Ordinances ("Code"), properties located within the VC zoning district are permitted to develop Deed restricted affordable dwelling units, however, the conversion of existing hotels or motels to multifamily attached dwelling units is not permitted. The Property is currently recognized with fifty (50) lawfully established Hotel/Motel units and is operated as a hotel/motel. The NC zoning district permits attached deed restricted affordable

housing dwelling units and does not prohibit the conversion of existing hotel/motels, which will allow the Applicant to redevelop the Property as a multi-family affordable housing development with up to fifty (50) attached deed restricted affordable dwelling units.

Development of the affordable dwelling units will be pursuant to and in compliance with all provisions contained in the Comprehensive Plan and Code.

Proposed changes to the relevant portions of the LUD zoning map are set forth below:

c. The Proposed Amendment

1. Land Use District Map Amendment.

<u>Property Owner</u>	<u>RE No.</u>	<u>Acreeage for LUD zoning Amendment</u>	<u>Current LUD</u>	<u>Proposed LUD</u>	<u>FLUM</u>	<u>Tier Designation</u>
LAH Creekside	00437590-000000; 00437610-000000; 00437630-000000; and 00437640-000000	1.47 acres	VC	NC	MU	III

2. Density Analysis

<u>LUD Category</u>	<u>Allocated Density (per acre)</u>	<u>Maximum Net Density (per acre)</u>	<u>Affordable Housing (per acre)</u>
Village Center (Existing)	6 DU per acre	12 DU (with TDR)	15 DU per acre
Neighborhood Commercial (Proposed)	6 DU per acre	12 DU (with TDR)	15 DU per acre

The Proposed LUD amendment does not increase the allocated density, maximum net density, or the Affordable housing density on the Property.

3. Site Development Standards

<u>Site Development Standard</u>	<u>Village Center (Existing)</u>	<u>Neighborhood Commercial (Proposed)</u>
Min. Lot Area	N/A	N/A
Max Building Height	35 feet.	35 feet.

Setbacks	Front Yard - Minimum 15 feet Street Side Yard – 10 Feet Interior Side Street – 5 feet Rear Yard – 10 feet Rear Yard on Shoreline -	Front Yard – 20 feet Street Side Yard – 10 feet Interior Side Street – 5 feet Rear Yard – 20 feet Rear Yard on Shoreline -
Floor Area	0.35 FAR	0.25 FAR or 0.35 FAR with TDRs
Open Space	0.20 (Scarified Land)	0.20 (Scarified Land)
Max Principal building Size	The maximum nonresidential floor area for a principal structure shall be 10,000 square feet or the maximum intensity (floor area ratio) allowable pursuant to this section, whichever is less.	The maximum nonresidential floor area for a principal structure shall be 10,000 square feet or the maximum intensity (floor area ratio) allowable pursuant to this section, whichever is less.

d. Data and Analysis

1. Housing Data

It is well established that prior to Hurricane Irma the affordable housing shortage in the Florida Keys was staggering. According to Monroe County’s Housing Strategy produced after Hurricane Irma, “[m]any of the business sectors in the Florida Keys, including professional services, retail trade, tourism and health care, find it increasingly difficult to attract and maintain workers.” The City of Islamorada is clearly no different, and like many communities in south Florida, has experienced a dramatic increase in housing sales prices. According to the “Islamorada, Village of Islands Workforce Housing Support Study (“WFH Study”), attached hereto as **Exhibit A**, “Analysis of housing sales data show that sales prices in Islamorada, and in Marathon - another community in the Florida Keys, have increased at a much more rapid rate than housing prices for Florida and the United States.” A trend that has continued post Irma and has been dramatically exacerbated in recent years.

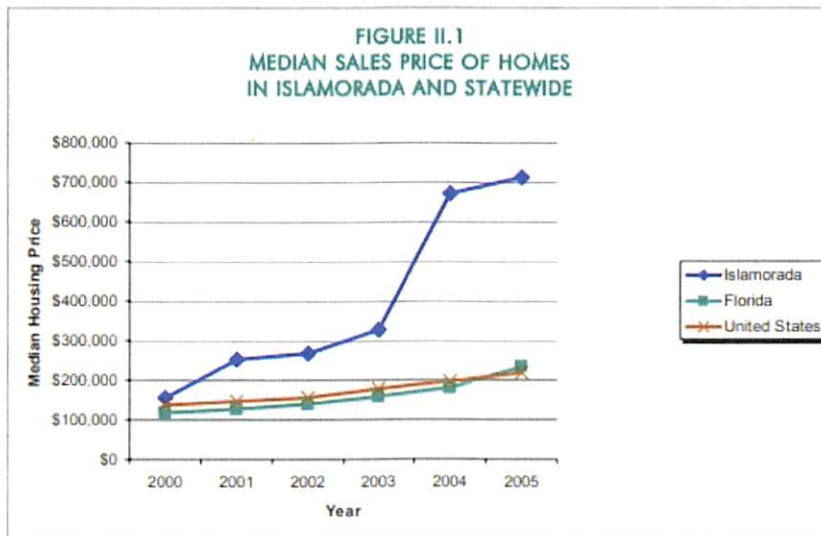
The increase in housing prices in Islamorada, in and of itself creates an affordable workforce housing problem in Islamorada and the Florida Keys in general. However, the problem is accentuated in Islamorada. This is because some of the larger employers in the Village, such as the leisure and hospitality industry, accommodation and food services, retail service businesses and construction industry typically hire more lower wage employees than other industries. A significant percentage of new employees in these businesses earn very modest wages, making it increasingly difficult for them to afford a house for sale in the local real estate market, or rent housing.¹ The table below illustrates this ever worsening issue in Islamorada *See Pg. 2 Islamorada, Village of Islands Workforce Housing Support Study* (Islamorada’s housing prices increased at a rate of 35 percent per year, at an average rate of growth of 22%, while housing prices in Florida increased at 14.9 percent and 9.6 percent nationally, *see below table*).

¹ Islamorada, Village of Islands Workforce Housing Support Study, Clarion Associates, LLC, September 2007
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TABLE I.1: PRICES OF EXISTING HOME SALES ISLAMORADA AND COMPARATIVE AREAS 2000 TO 2005 (in thousands)						
Year	Islamorada		Marathon		Florida	US
	Average	Median	Average	Median	Median	Median
2000	\$286.9	\$156.8	\$209.7	\$190.2	\$117.6	\$139.0
2001	\$310.5	\$251.9	\$224.5	\$183.9	\$127.7	\$147.8
2002	\$361.8	\$268.2	\$260.5	\$247.5	\$141.7	\$156.2
2003	\$484.3	\$328.6	\$333.7	\$282.9	\$158.4	\$178.8
2004	\$743.6	\$671.4	\$450.4	\$363.2	\$181.9	\$195.4
2005	\$776.2	\$712.5	\$576.4	\$529.2	\$235.1	\$219.6
Rate of Growth	22.0%	35.4%	22.4%	22.7%	14.9%	9.6%

SOURCES: Monroe County Property Appraiser, Florida Board of Realtors and National Association of Realtors.

NOTE: Data for the State of Florida and the United States are for single family homes only.

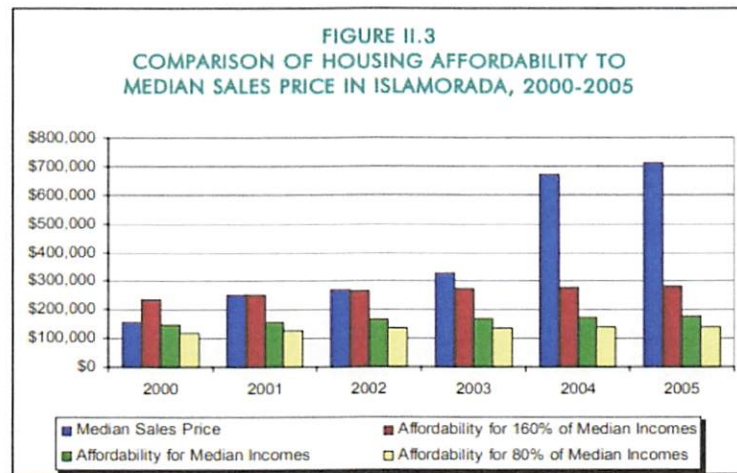


Source: Monroe County Property Appraiser Database and Florida Association of Realtors

Unfortunately, the median income ranges have not historically increase at comparable rates, and this has increasingly caused a larger and larger gap between household incomes and median housing costs, which has resulted in housing becoming less and less affordable to workforce households in Islamorada. In fact, according to the WFH Study, “in 2000, the median income in Monroe County was \$49,300 and the median price of a home in Islamorada was \$156,757-approximately 318 percent of median income levels. By 2003, the median income for a household in Monroe County was \$56,500 and the median price of a home in Islamorada was \$328,571-approximately 582 percent of median income levels. In 2005, the median income for a Monroe County household was \$58,450 and the median price of a home in Islamorada was \$712,500-approximately 1,219 percent of median income levels,” (See below table).

Year	Median Price of Homes	Median Price of Homes as % of Median Income	Median Household Income for Monroe County
2000	\$156,757	318%	\$49,300
2001	\$251,887	483%	\$52,100
2002	\$268,182	487%	\$55,100
2003	\$328,571	582%	\$56,500
2004	\$671,429	1,174%	\$57,200
2005	\$712,500	1,219%	\$58,450

A well-established national benchmark for evaluating affordability is whether median household incomes in a community are at the level where the family could afford a median priced home; more specifically, affordability of owner-occupied housing is normally defined as 300 percent of median household income.² Per Monroe County's housing Strategy, if more than 30% of a household's income is expended for housing, such household is considered "cost burdened." In Islamorada, since 2002, "median priced homes have exceeded the price that was affordable to the households earning 160 percent of the area median income. In 2005, the median priced home cost \$431,940 more than a household earning 160 per cent of the area median income could afford. The housing affordability problem is affecting not only households earning the area median income, but also those earning well above the median income."³

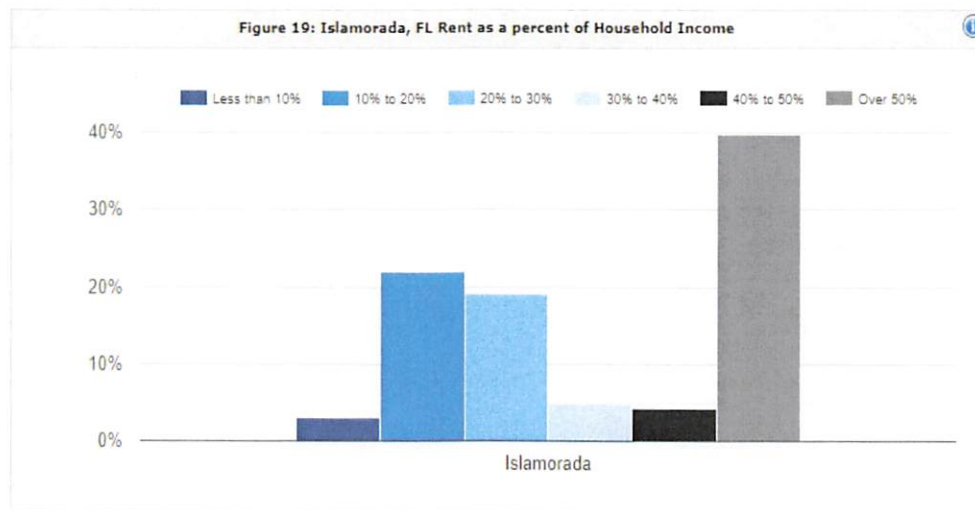


The trends illustrated above have not changed in recent years, and based upon information contained in the US Census for the City of Islamorada, the median household income in the City is \$82,500 while the median sales price homes was \$832,954. The rental market is just as inflated, as illustrated by Town Charts Housing data⁴, large numbers of workers in the city are paying above 50% of their income toward rental housing. See below:

² Islamorada, Village of Islands Workforce Housing Support Study, Clarion Associates, LLC, September 2007.

³ Id. at 17.

⁴ <https://www.towncharts.com/Florida/Housing/Islamorada-FL-Housing-data.html>
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Islamorada has a small number of affordable housing units available, and that number was further diminished as a result of Hurricane Irma in 2017. The WFH Study provides “The report’s conclusions include an existing deficiency of 356 units for the resident workforce, an existing deficiency of 794 units for non-resident workforce, and, by the year 2020, a projected total workforce housing need of 1,192 units.”

In fact, the issue of affordable housing has become so dire in Islamorada that the Islamorada Village Council convened in December 2020 to discuss the possibility of utilizing accessory dwelling units as a solution to the issue. According to Councilman Mark Gregg the Village only has 18 affordable housing BPAS allocations available until 2023, and according to a village memorandum, if the Village uses the remaining allocations for all years through 2023, the Village will be short on meeting the immediate demand. However, On May 2, 2018, Governor Rick Scott issued a press release outlining an initiative to the Florida 21 Department of Economic Opportunity (“DEO”) for a Keys Workforce Housing Initiative. The proposed initiative would allow 1,300 additional affordable housing allocations throughout the Florida Keys, for rental workforce housing (with a condition that the rental occupants evacuate in the early phase of a hurricane evacuation). Islamorada is eligible for 300 allocations from this initiative.

Although Islamorada is incorporated, it is important to note that the affordable housing crisis extends county-wide. In Monroe County the percentage of households with mortgages that exceed the HUD threshold for being considered cost-burdened due to the amount of the attendant mortgage payments. According to HUD, “cost-burdened” households pay more than 30% of income for rent or mortgage costs. This is also the standard used by the Florida Department of Economic Opportunity. In 2009, 12,927 Monroe County households (37%) paid more than 30% of income for housing. By comparison, 29% of households statewide are cost burdened. Over six thousand households in Monroe County (18%) must pay more than 50% of household income for housing.

Based on the foregoing, the LUD amendment, will assist the city in providing access to adequate affordable housing that is safe, decent, and structurally sound, and is a smart and practical way to provide affordable housing within the Village, allowing work force employees to reside in close proximity to their jobs. The City of Islamorada does not have many locations that are suitable

for multi-unit developments within the "Village Center." Creekside is located in Village Center on approximately 1.47 acres of land. It is currently utilized as a hotel/motel. The intent of the Applicant is to utilize the existing hotel/motel units and convert the development to deed restricted affordable housing dwelling units, something that is clearly a huge need for the City of Islamorada. In order to permit this site to be utilized as an affordable housing development, the Applicant is seeking this zoning change to permit the conversion of the existing hotel/motel into affordable housing units.

e. Basis for Amendment

1. Demand for the proposed zoning district in the Village in relation to the amount of land currently zoned and available to accommodate that demand

Affordable housing is the largest issue facing Islamorada and Monroe County at the moment. A Majority of the zoning districts that fall within the mixed use FLUM category preclude the conversion of existing hot/motel units into deed restricted affordable housing units. There is an overwhelming demand for affordable housing units and converting existing hotel/motel units within the city limits presents a valuable opportunity for developers to provide affordable housing. The availability of the zoning category is not relevant to the question at hand, as the opportunity before the Village is related specifically to the parcel of land in question. There has been a dramatic change in the median housing prices within Islamorada, which has made it increasingly difficult for the City to provide the much needed affordable housing options for the hospitality, working waterfront, industrial, and other commercial use employees in and around the City, and the Applicant is seeking to work with the City to provide residents with much needed affordable housing units.

2. Compatibility of the site's physical, geological, hydrological and other environmental features, with the uses permitted in the proposed zoning district

The proposed Zoning district and the existing zoning district fall within the MU FLUM designation and the proposed amendment will not provide additional density or development potential. Attached deed restricted affordable housing is permitted in the proposed zoning district, making the conversion of an existing hotel/motel to affordable housing dwelling units compatible with the uses permitted in the NC zoning district.

3. Data errors, including errors in mapping, vegetative types and natural features described in the Comprehensive Plan

N/A

4. New issues

The basis for the amendment is a change in projections (e.g., regarding public service needs) from those on which the text or boundary was based. This LUD amendment Application permits the

conversion of lawfully existing hotel/motel units to approximately fifty (50) deed restricted affordable housing units, which will provide the hospitality, working waterfront, industrial, and other commercial uses in Islamorada, and the surrounding areas with much needed affordable workforce housing which, under the current Code and absent the zoning amendment, the City and Applicant are unable to provide or construct.

5. Recognition of a need for additional detail or comprehensiveness

Pursuant to Objective 3-1.1 of the Islamorada Comprehensive Plan ("Comp. Plan"), Islamorada, Village of Islands shall develop programs and strategies to achieve adequate, affordable and safe housing to meet current and future residents needs by implementing the following policies:

Policy 3-1.1.3: Identify and Address Barriers to Affordable Housing Within the Land Development Regulations. Islamorada, Village of Islands shall maintain Land Development Regulations which identify and eliminate regulatory barriers to affordable housing, found in the current policy.

Prohibiting the conversion of structurally sound hotel/motel units into affordable housing units is a regulatory barrier to affordable housing. The Application is seeking to work with the Village in an attempt to reduce regulatory barriers and provide much needed affordable housing.

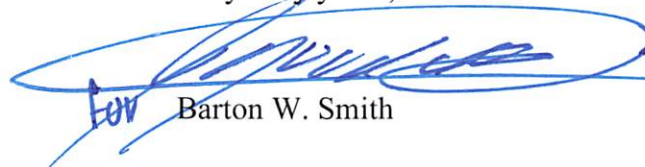
6. Compatibility of the proposed district with the property surrounding the site of the requested rezoning and any applicable neighborhood or redevelopment plan.

The proposed Zoning district and the existing zoning district fall within the MU FLUM designation and the proposed amendment will not provide additional density or development potential. The surrounding uses include residential and commercial uses. A multi-family affordable housing development is compatible with the surrounding uses.

IV. Conclusion

Applicant respectfully requests the specified Amendments be granted based on the changed conditions underlying the demonstrated and increasing need for workforce housing in Monroe County, particularly in proximity to the Islamorada employment centers, and the potential for construction of workforce housing to serve the needs of the community.

Very truly yours,



For Barton W. Smith

BWS/bg

Enclosures

{00254950 - v3 }

EXHIBIT A



Islamorada, Village of Islands

WORKFORCE HOUSING SUPPORT STUDY

September 2007

Submitted by:

CLARION ASSOCIATES, LLC
1526 East Franklin Street, Suite 102
Chapel Hill, NC 27514
(919) 967-9188
www.clarionassociates.com

In association with:

Dr. James C. Nicholas
RRC Associates

EXHIBIT A

TABLE OF CONTENTS

I.	INTRODUCTION AND EXECUTIVE SUMMARY	1
A.	Introduction.....	1
B.	Executive Summary.....	2
II.	PROBLEM DESCRIPTION	14
A.	Median Housing Prices and Median Household Incomes.....	15
B.	Housing Prices are Far Outpacing Increases in Wages/Income.	17
1.	Employment and Wages.....	18
C.	The Supply of Housing Affordable to the Workforce is Substantially Decreasing.....	19
III.	THE NEED FOR WORKFORCE HOUSING CREATED BY NEW DEVELOPMENT....	22
A.	Background.....	22
B.	Residential Development.....	23
1.	Demand for Workforce Housing Units	23
2.	Assistance to Address Workforce Housing Need	33
3.	Residential Mitigation	38
C.	Non-Residential Development	43
1.	Construction Impacts	43
2.	Post Construction Impacts.....	45
3.	Assistance to Address Workforce Housing Need	50
4.	Summary of Need for Workforce Housing by Housing Units ...	55
5.	Non-Residential Mitigation	56
	APPENDIX A: RESIDENTIAL SALES, VILLAGE OF ISLAMORADA, 2000-2005	A-1
	APPENDIX B: EMPLOYEES PER HOUSEHOLD, MONROE COUNTY.....	B-1
	APPENDIX C: SHORTAGE (HOUSING ASSISTANCE) CALCULATIONS	C-1
	APPENDIX D: EMPLOYMENT AND HOUSEHOLD EARNINGS BY INDUSTRY.....	D-1

I. INTRODUCTION AND EXECUTIVE SUMMARY

A. INTRODUCTION

Real estate prices in Islamorada, Village of Islands, Florida (hereinafter “Village of Islamorada” or “Islamorada”) have increased significantly in recent years, with housing prices in Islamorada rising since 2000 to the point that a household earning a moderate income today can no longer afford the large majority of housing that is available through the private market. Concern about this issue has grown to the point that business owners are concerned about the difficulties of recruiting and retaining employees because of the lack of local housing that is affordable for their workers.

In response to this problem, the Village of Islamorada initiated an effort to determine the need new residential and non-residential developments create for housing that is affordable to the Village’s workforce as a basis for establishing a workforce housing mitigation program. As part of this effort, Islamorada is preparing this *Workforce Housing Support Study*. It provides background and technical documentation for the workforce housing need created by new development and remodels, develops a methodology for determining need, and provides statistical support for a workforce housing mitigation program. Initially it identifies the workforce housing problem in Islamorada. It then provides the technical documentation and analysis needed to establish whether new development (both residential and non-residential) creates a need for workforce housing. This is done by evaluating the linkage between (1) employment generated by the construction and then maintenance and operations (post-construction) of new residential units and (2) the employment generated by the construction and then employment that occurs at non-residential development (post-construction activities). Because the analysis demonstrates there is a need created by both residential and non-residential development for workforce housing, the Study also identifies the need both in workforce housing units (or a fraction thereof) that could be built to address the need, and funding shortages (workforce housing assistance) that could be addressed to meet the need.

After this Introduction, there is an Executive Summary that summarizes the findings of the Support Study.

The second section in this Support Study describes the housing affordability problem in Islamorada (See Section II. Problem Description). It shows that while employment in the Village has grown over the past decade, wages have tended to stagnate and housing offerings at prices that the large majority of the local employment base can afford have declined.

The third section (Section III: The Need for Workforce Housing Created by New Development) discusses the relationship between new residential and nonresidential development and the demand this new development creates for workforce housing. It outlines the methodology and calculations that determine the need created for workforce housing by new development (both residential and nonresidential). As is highlighted above, because the analysis demonstrates there is a need created by both residential and non-residential development for

workforce housing, the Study identifies the need created both in terms of workforce housing units (or a fraction thereof) that could be built to address the need, as well as the subsidy (workforce housing assistance) that could be paid to address the problem.

B. EXECUTIVE SUMMARY

A summary of the findings and conclusions of the *Workforce Housing Support Study* are outlined below.

1. Problem Description

Islamorada, like many communities in south Florida, has experienced a dramatic increase in housing sales prices over the last five years. Analysis of housing sales data show that sales prices in Islamorada, and in Marathon – another community in the Florida Keys, have increased at a much more rapid rate than housing prices for Florida and the United States between 2000-2005. Islamorada's housing prices increased at a rate of 35 percent per year, over the period, while housing prices in Florida increased at 14.9 percent and 9.6 percent nationally. See Table I.1: *Prices of Existing Home Sales, Islamorada and Comparative Areas, 2000-2005*.

TABLE I.1: PRICES OF EXISTING HOME SALES ISLAMORADA AND COMPARATIVE AREAS 2000 TO 2005 (in thousands)						
Year	Islamorada		Marathon		Florida	US
	Average	Median	Average	Median	Median	Median
2000	\$286.9	\$156.8	\$209.7	\$190.2	\$117.6	\$139.0
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2005	\$776.2	\$712.5	\$576.4	\$529.2	\$235.1	\$219.6
Rate of Growth	22.0%	35.4%	22.4%	22.7%	14.9%	9.6%

SOURCES: Monroe County Property Appraiser, Florida Board of Realtors and National Association of Realtors.

NOTE: Data for the State of Florida and the United States are for single family homes only.

a) Median Housing Prices and Median Household Incomes

During this same period, the gap between median household incomes and median housing costs has increased to the point that housing is not affordable to workforce households in Islamorada earning the area median income and beyond.¹ A good way to evaluate this gap in affordability is to compare median priced housing sales prices to 300

¹ Because median income data is not available for the Village of Islamorada, this analysis uses Monroe County median income data as calculated by the U.S. Department of Housing and Urban Development.

percent of median household income.² Table I.2: *Monroe County Median Household Income and Median Single Family Housing Prices in Islamorada, 2000-2005*, outlines the affordability gap over the last five years. In 2000, the median income in Monroe County was \$49,300 and the median price of a home in Islamorada was \$156,757 – approximately 318 percent of median income levels. By 2003, the median income for a household in Monroe County was \$56,500 and the median price of a home in Islamorada was \$328,571 – approximately 582 percent of median income levels. In 2005, the median income for a Monroe County household was \$58,450 and the median price of a home in Islamorada was \$712,500 – approximately 1,219 percent of median income levels.

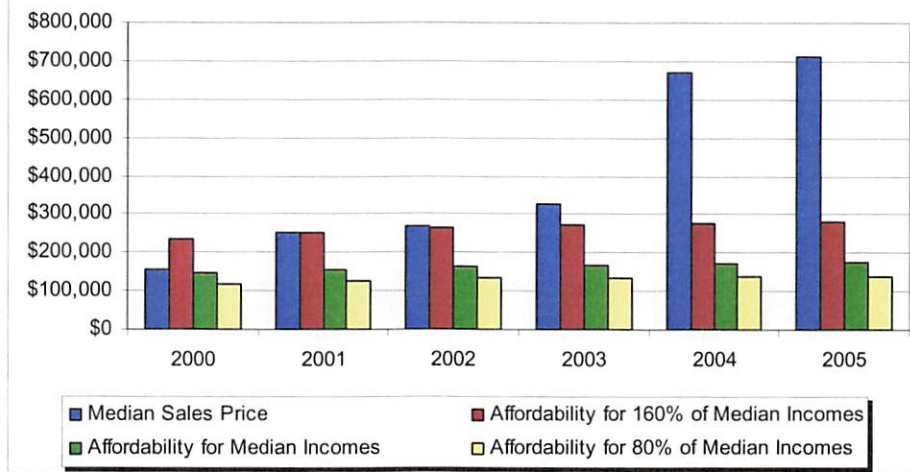
TABLE I.2:
MONROE COUNTY MEDIAN HOUSEHOLD INCOME AND
MEDIAN SINGLE FAMILY HOUSING PRICES IN ISLAMORADA, 2000-2005

Year	Median Price of Homes	Median Price of Homes as % of Median Income	Median Household Income for Monroe County
2000	\$156,757	318%	\$49,300
2001	\$251,887	483%	\$52,100
2002	\$268,182	487%	\$55,100
2003	\$328,571	582%	\$56,500
2004	\$671,429	1,174%	\$57,200
2005	\$712,500	1,219%	\$58,450

Over the past five years, the market not only priced out employees earning median incomes, but also priced out workers with much higher incomes. This housing affordability comparison (300%) can also be used to evaluate the affordability of housing prices to households earning higher than the area median income (160 percent of area median income) or lower than the area median income (80 percent of area median income). Figure I.1: *Comparison of Housing Affordability to Median Sales Prices in Islamorada*, illustrates that even households earning 160 percent of the area median income can not afford median priced housing in Islamorada, much less those earning 80 percent of area median income.

² A national benchmark for evaluating affordability is whether median household incomes in a community are at the level where the family could afford a median priced home; more specifically, affordability of owner-occupied housing is normally defined as 300 percent of median household income.

FIGURE I.1
COMPARISON OF HOUSING AFFORDABILITY TO
MEDIAN SALES PRICE IN ISLAMORADA, 2000-2005



Source: U.S. Department of Housing and Urban Development and the Monroe County Property Appraiser.

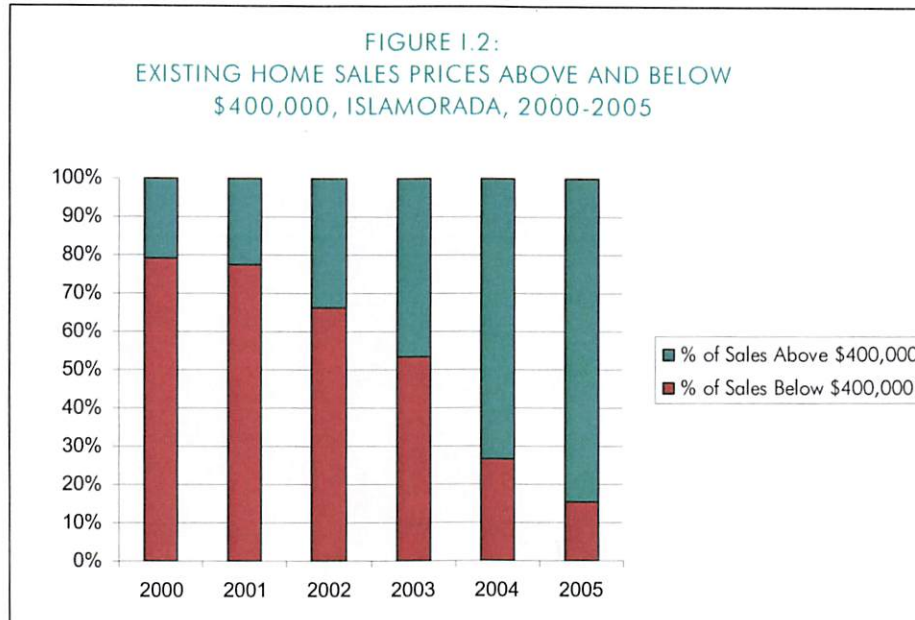
b) Housing Prices are Far Outpacing Increases in Wages/Income

Housing affordability, however, is a relative concept. When inquiring about affordability, it is necessary to ask the question “affordable with respect to what?” Some suggest that attempting to measure housing prices with some type of median or similar measure can be misleading. They suggest that the relevant question is whether housing is available in the market place within the price ranges that local employees can reasonably afford.

The income and housing cost data from the Monroe County Property Appraiser on the sales price of all residential units sold in Islamorada between January 1, 2000 and December 31, 2005, establish a base for comparison. The total sales are divided into those residential units sold below \$400,000 and those that sold for \$400,000 or higher. In 2000, 79.2 percent of all existing home sales in Islamorada were below \$400,000. The average price for all units that year was \$286,872. In 2003, 53.4 percent of residential sales were below \$400,000. By 2005 prices had increased dramatically and only 15.4 percent of sales were under \$400,000. Mobile homes and condominiums are increasing their roles as being the provider of lower price housing – to the extent that \$400,000 can be considered to be low price for a single-family home.

The dynamics of home prices in Islamorada are clearly seen in Figure I.2: *Existing Home Sales Prices Above and Below \$400,000, Islamorada, 2000-2005*. Average prices are sharply increasing while the supply of

dwellings at the lower end is greatly diminished. The phenomenon is not just a matter of rapid increases in prices of high end units. Rather, it is a general increase in unit prices.



Source: Monroe County Property Appraiser Database

Based on what the housing price, housing sales, and income data for Monroe County and Islamorada show, there is no doubt there is a housing affordability problem in Islamorada today.

2. The Need for Workforce Housing Created by New Development

The need to provide housing that is affordable to the Village of Islamorada's workforce is generated by new development that demands labor (employees). Because both residential and non-residential development create demand for labor (employees), both are evaluated to determine the workforce housing need created by each type of development.

a) Residential Development

Residential development in Islamorada has two employment needs: (1) the construction of the residence, and (2) the operation and maintenance of the residence, post-construction.

i) Demand for Workforce Housing Units for Construction Employees

The construction, expansion, or renovation of buildings requires the employment of contractors and construction workers to do the work. The wages of most of these workers are within a range such that they can not afford housing in Islamorada. The method used to assess the

demand for workforce housing created by construction activities involves the following. First, the amount of construction authorized and built in Monroe County over the past four years (measured in square feet) was determined from annual Monroe County Property Appraiser data. Second, the number of construction workers involved in the construction of these buildings was determined using monthly unemployment insurance reports for Monroe County that have data on the number of local construction workers. This data is expressed in person years for 2002-2005. Third, and based upon the amount of square footage built and the number of construction workers needed to construct these buildings, the actual amount of a building (in square feet) a construction employee builds in a year was determined.³ Table I.3: *Residential and Non-Residential Construction (square feet) and Construction Employment, Monroe County, 2002-2005*, summarizes this analysis. These data illustrate that, on average, one construction employee directly involved in construction builds 859 square feet of space in a year. Put another way, it takes an estimated 1.2 employee-years to construct 1,000 square feet of floor area.⁴

TABLE I.3 RESIDENTIAL AND NON-RESIDENTIAL CONSTRUCTION (square feet) AND CONSTRUCTION EMPLOYMENT, MONROE COUNTY, 2002-2005	
Residential Construction	4,242,870 FT ²
Non-Residential Construction	995,296 FT ²
Total Construction	5,238,166 FT ²
Employee Years	6,098
FT ² per Construction Employee	859 FT ²

SOURCE: Florida Agency for Workforce Innovation, Labor Market Statistics, ES-202 data for Monroe County, 2002 through 2005 and Monroe County Property Appraiser, tax rolls 2002 through 2005.

Table 1.4: *Construction Employment and Need for Housing in Islamorada*, sets out the number of employees needed to construct different size residential units and the number of workforce housing units needed for these employees, based on the fact that one construction employee builds 859 square feet of space annually. The table shows the number of employee years it takes to construct a building of a certain (see the column in Table I.5 labeled "Employee Years to Construct Units") the number of

³ For purposes of this calculation, the analysis includes all employees that work in the construction industry, not just those engaged in the physical construction of the structure. For example, an employee installing water or wastewater lines is considered to be engaged in constructing new development as much as those directly involved with the erection of a building.

⁴ This construction analysis aggregates residential and non-residential construction because the average wages and average number of employees needed to construct 1,000 square feet of a structure for both residential and non-residential development is not significantly different.

employees needed over the course of a 40-year construction career to construct a certain size unit (see the column labeled “Employees Needed (Over Career of Employee)”), and the number of housing units needed for those employees (see the column labeled “Housing Units Needed for Employees”).

Table I.4: CONSTRUCTION EMPLOYMENT AND NEED FOR WORKFORCE HOUSING IN ISLAMORADA			
Building Size	Employee Years to Construct Units	Employees Needed (Over Career of Employee)	Housing Units Needed for Employees
500	0.601	0.015	0.009
750	0.901	0.023	0.014
1,000	1.201	0.030	0.019
1,500	1.802	0.045	0.028
2,000	2.403	0.060	0.038
2,500	3.004	0.075	0.047
3,000	3.604	0.090	0.057
3,500	4.205	0.105	0.066
4,000	4.806	0.120	0.076
4,500	5.406	0.135	0.085
5,000	6.007	0.150	0.095

ii) *Demand for Workforce Housing Units for Operation and Maintenance Employees*

Operations and maintenance services provided to residential dwelling units also create a demand for labor (employees). To assess the affect of this labor demand on the need for workforce housing, the Village of Islamorada contracted RRC Associates, Inc. to conduct a survey of homeowners in Islamorada in the spring of 2006, the results of which are summarized in a report titled *Village of Islamorada Residential Job Generation Study* (July 2006) (hereinafter referred to as “*Residential Job Study*”). One of the primary objectives of the *Residential Job Study* was to acquire data on the employment associated with the operations and maintenance of residential units in Islamorada. The *Residential Job Study* asked homeowners questions about the use, both directly and indirectly, of five primary categories of employees that are hired to assist in the operation and maintenance of residential units. They include:

- Direct hires by home owners;
- Hires by property management firms retained by home owners to operate and maintain residential properties;
- Hires by homeowners associations responsible for operating and maintaining residential properties;

- On-sight caretakers; and
- Other local service firms.

The operations and maintenance services asked about include exterior maintenance and upkeep (i.e., gardeners, mowers, and other exterior maintenance), housekeepers, kitchen help, child care/nannies, caretakers, butlers, personal trainers, and administrative assistants for the residential unit. The survey also gathered extensive data about selected operational characteristics of residential homes, firms that households contract with to finance and insure homes, as well as the use patterns and demographics of homeowners.

The results of this survey were analyzed using regression analysis to determine the relationships between the number of operations and maintenance employees used by households in Islamorada. The hypotheses tested are whether there is a relationship between the size of a residential unit and the number of operation and maintenance employees that service the unit. The analyses also tested whether there is a difference in this relationship between house size and operation and maintenance employees serving the unit, and whether the unit is occupied by a permanent resident or otherwise used as a secondary residence, vacation rental, business/corporate rental, long-term rental, or other.

The survey results indicate that there are different employment relationships between dwellings occupied by full-time residents and those occupied for all other purposes. The results also indicate there are different employment relationships between units based on the size of the unit. The formula that explains the best indicator for the number of FEEs (full-time “employee equivalents”) that provide operation and maintenance services to a unit is a linear formula, as shown below:

$$\text{Employees} = -0.01330 + (-0.03846 * \text{Full-time}) + (0.00006466 * \text{Area})$$

The result of applying this formula to units used as full-time resident units of varying sizes or all other units of varying sizes in Islamorada is shown below in Table I.5: *Operations and Maintenance Employment by Home Size and Residency of Unit, Islamorada*. To determine the needed number of residential units these operations and maintenance employees require, the employee equivalent is divided by the average number of employees per dwelling unit that exist today in Monroe County (1.586⁵) to estimate the fraction of a dwelling unit needed to

⁵ See Appendix B: *Employees Per Household, Monroe County*.

house the employees engaged in the operation and maintenance of homes of different sizes.

Table I.5: OPERATIONS AND MAINTENANCE EMPLOYMENT BY HOME SIZE AND RESIDENCY OF UNIT, ISLAMORADA				
Unit Size	Full-Time Resident Units		All Other Units	
	Employees for Full-Time Resident Units	No. of Units Needed for Employees of Full-Time Resident Units	Employees for All Other Units	No. of Units Needed for Employees of All Other Units
500	0.000	0.000	0.019	0.012
750	0.000	0.000	0.035	0.022
1,000	0.013	0.008	0.051	0.032
1,500	0.045	0.029	0.084	0.053
2,000	0.078	0.049	0.116	0.073
2,500	0.110	0.069	0.148	0.094
3,000	0.142	0.090	0.181	0.114
3,500	0.175	0.110	0.213	0.134
4,000	0.207	0.130	0.245	0.155
4,500	0.239	0.151	0.278	0.175
5,000	0.272	0.171	0.310	0.196

iii) Assistance to Address Workforce Housing Need

In fully exploring the need for workforce housing created by residential development, there is one final step that needs to be taken -- determining the amount of assistance (housing subsidy) that is needed to make housing in the community affordable for the construction and operations/maintenance employee households that build and service residential units. To adequately address the different types of households that need workforce housing assistance, three Workforce Housing Categories are developed in this Study. The intent of the categories is to recognize that households of varying income levels live in units of varying size and price. For example, it is logical that a household earning \$60,000 lives in a different and more expensive house than a household earning \$30,000. These three categories address this issue.⁶ These categories are used to better assess workforce housing mitigation at a level that is reflective of the different income categories in the community, and are based upon local prices to construct workforce units in Islamorada.

Using the household incomes earned by construction and operations and maintenance employees, the subsidy needed to afford a workforce housing unit within the appropriate workforce housing

⁶ The Workforce Housing Categories are not linked in any way to income or occupancy eligibility requirements related to the application for affordable housing units in Islamorada. These categories are intended for use as a tool to determine workforce housing mitigation both in terms of units and housing assistance, and do not serve as eligibility requirements.

category was determined by subtracting the amount of housing that is affordable to the household from the price of the appropriate workforce housing unit. The housing assistance needed per unit size for units occupied by full-time residents and all other units are outlined below in Table I.6: *Workforce Housing Need Created by Residential Development, Units Occupied by Full-Time Residents* and in Table I.7: *Workforce Housing Need Created by Residential Development, All Other Units*.

Table I.6:
WORKFORCE HOUSING NEED CREATED BY RESIDENTIAL DEVELOPMENT,
UNITS OCCUPIED BY FULL-TIME RESIDENTS, ISLAMORADA

Unit Size	Construction Employees		Operations & Maintenance Employees of Full-Time Resident Units		Total Housing Assistance Needed per Unit Size
	Housing Units Needed for Employees	Housing Assistance Needed per Unit	Housing Units Needed for Employees	Housing Assistance Needed per Unit	
500	0.009	\$405	0.000	\$0	\$405
750	0.014	\$607	0.000	\$0	\$607
1,000	0.019	\$809	0.008	\$154	\$963
1,500	0.028	\$1,214	0.029	\$539	\$1,752
2,000	0.038	\$1,618	0.049	\$924	\$2,542
2,500	0.047	\$2,023	0.069	\$1,309	\$3,332
3,000	0.057	\$2,427	0.090	\$1,694	\$4,121
3,500	0.066	\$2,832	0.110	\$2,079	\$4,911
4,000	0.076	\$3,236	0.130	\$2,464	\$5,700
4,500	0.085	\$3,641	0.151	\$2,849	\$6,490
5,000	0.095	\$4,045	0.171	\$3,234	\$7,279

Table I.7:
WORKFORCE HOUSING NEED CREATED BY RESIDENTIAL DEVELOPMENT,
ALL OTHER UNITS, ISLAMORADA

Unit Size	Construction Employees		Operations & Maintenance Employees of All Other Units		Total Housing Assistance Needed per Unit Size
	Housing Units Needed for Employees	Housing Assistance Needed per Unit	Housing Units Needed for Employees	Housing Assistance Needed per Unit	
500	0.009	\$405	0.012	\$227	\$631
750	0.014	\$607	0.022	\$419	\$1,026
1,000	0.019	\$809	0.032	\$612	\$1,421
1,500	0.028	\$1,214	0.053	\$997	\$2,210
2,000	0.038	\$1,618	0.073	\$1,382	\$3,000
2,500	0.047	\$2,023	0.094	\$1,767	\$3,790
3,000	0.057	\$2,427	0.114	\$2,152	\$4,579
3,500	0.066	\$2,832	0.134	\$2,537	\$5,369
4,000	0.076	\$3,236	0.155	\$2,922	\$6,158
4,500	0.085	\$3,641	0.175	\$3,307	\$6,948
5,000	0.095	\$4,045	0.196	\$3,692	\$7,738

b) Non-Residential Development

The other basic sector in Islamorada that employs workers is nonresidential development. This includes offices, retail establishments, industrial businesses, tourist/recreational services, institutional uses, and government facilities. Non-residential development places a demand on labor (the workforce) in two ways: (1) demand for workers to construct the building, and (2) demand for employees that will work at the new non-residential development. Construction employees construct the nonresidential buildings. All different types of employees work at the structure after the building is complete, depending on the type of business/land use. Both activities generate employment in Islamorada, and because of the wage levels and existing housing prices, a number of these activities result in a need for affordable workforce housing.

i) Construction Impacts

As discussed previously, the construction, expansion, or renovation of buildings requires the employment of contractors and construction workers to do the work. The need for workforce housing created by construction employees for non-residential development was determined to be the same as residential development.

Table 1.8: *Construction Employment and Need for Housing in Islamorada*, sets out the number of employees needed to construct different size non-residential buildings. Specifically, the table displays the number of employee years it takes to construct a building of a certain size, the number of employees needed over the course of a 40-year construction career to construct a certain size unit, and the number of housing units needed for these employees.

Table 1.8: CONSTRUCTION EMPLOYMENT AND NEED FOR WORKFORCE HOUSING IN ISLAMORADA			
Building Size	Employee Years to Construct Units	Employees Needed (Over Career of Employee)	Housing Units Needed for Employees
500	0.601	0.015	0.009
750	0.901	0.023	0.014
1,000	1.201	0.030	0.019
1,500	1.802	0.045	0.028
2,000	2.403	0.060	0.038
2,500	3.004	0.075	0.047
3,000	3.604	0.090	0.057
3,500	4.205	0.105	0.066
4,000	4.806	0.120	0.076
4,500	5.406	0.135	0.085
5,000	6.007	0.150	0.095

ii) Post-Construction Impacts

The employment impacts on non-residential development, once the building is constructed, comes from the employees that work at the businesses/land uses that use the buildings. In determining the need for workforce housing created by non-residential development, the analysis includes 4 steps:

- Step 1. Using Department of Revenue Codes for Industries, all non-residential development was categorized into seven land use categories (retail, office, industrial, tourist/recreational, institutional, governmental, and other).
- Step 2. The employment and average household earnings in Monroe County for each industry were assigned to the seven land use categories to determine employment and household earnings by land use category.
- Step 3. The amount of building space (in square feet) provided, on average, per employee, was determined for each land use category.
- Step 4. The demand for affordable workforce housing units created by a specific amount (1,000 square feet) of net floor area of development was determined, by land use category.

The need created for workforce housing for post-construction employees is outlined in Table I.9: *Non-Residential Post-Construction Workforce Housing Needed per 1,000 Square Feet*. Here tourist is subdivided into new tourist development and expansion or redevelopment of existing tourist accommodations.

TABLE I.9: NON-RESIDENTIAL POST-CONSTRUCTION WORKFORCE HOUSING NEED, PER 1,000 SQUARE FEET			
Land Use	Household Earnings	Employees / 1,000 Square Ft	Housing Units Needed for Employees/ 1,000 Square Ft
Governmental	\$73,518	0.953	0.601
Industrial	\$65,872	1.327	0.837
Institutional	\$64,258	1.301	0.821
Office	\$67,956	1.778	1.121
Retail	\$45,664	1.460	0.921
Tourist			
Accommodation Expansion	\$39,819	0.981	0.619
New Development	\$39,819	1.509	0.952

iii) Assistance to Address Workforce Housing Need

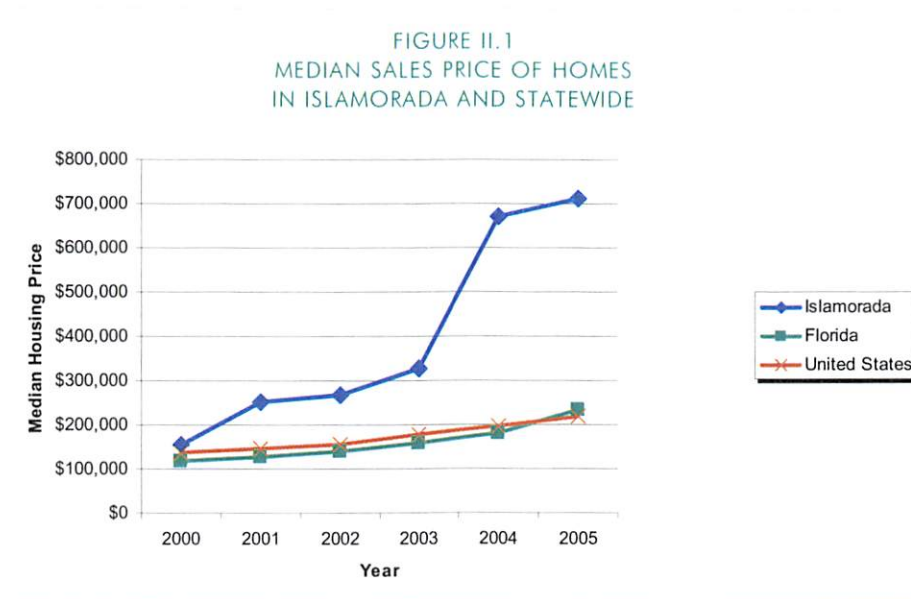
As mentioned previously, to fully explore the need for workforce housing created by non-residential development, there is one final step -- determining the amount of assistance (housing subsidy) that is needed to make housing in the community affordable for the workforce employees that build and service non-residential development. To adequately address the different types of households that need workforce housing assistance, three Workforce Housing Categories are developed in this Study. These categories are used to better assess workforce housing mitigation at a level that is reflective of the different income categories in the community.

Using the household incomes earned by non-residential construction and post-construction employees, the subsidy needed to afford a workforce housing unit, based upon the appropriate Workforce Housing Category, was determined by subtracting the amount of housing that is affordable to the household based on income from the price of the appropriate workforce housing unit. The housing assistance needed per non-residential land use type (per 1,000 square feet) is outlined below in Table I.10: *Need for Workforce Housing Created by Non-Residential Development*.

Table I.10: NEED FOR WORKFORCE HOUSING CREATED BY NON-RESIDENTIAL DEVELOPMENT						
Non-Residential Land Use Type	Construction Employees		Post-Construction Employees		Total Need Demanded by Construction and Post-Construction Employees	
	Housing Units Needed for Employees	Housing Assistance Needed	Housing Units Needed for Employees	Housing Assistance Needed	Total Housing Units Needed	Total Housing Assistance Needed
Per 1,000 Square Feet						
Governmental	0.019	\$809	0.601	\$16,669	0.620	\$17,478
Industrial	0.019	\$809	0.837	\$45,046	0.856	\$45,855
Institutional	0.019	\$809	0.821	\$48,685	0.840	\$49,494
Office	0.019	\$809	1.121	\$52,370	1.140	\$53,179
Retail	0.019	\$809	0.921	\$15,418	0.940	\$16,227
Tourist						
Expansion	0.019	\$809	0.619	\$22,694	0.638	\$23,503
New Development	0.019	\$809	0.952	\$34,917	0.971	\$35,726

II. PROBLEM DESCRIPTION

Like many communities in south Florida, the price of housing in Islamorada over the past five years increased dramatically, while incomes and wages remained relatively static. Figure II.1: *Median Sales Price of Existing Homes in Islamorada, Florida and Nationally*, illustrates the trend of median housing sales prices in Islamorada in comparison to all of Florida and the United States. Since 2000, Islamorada's housing prices have been increasing at a faster rate than state and national median sales prices. This is a trend that is expected to continue.



Source: Monroe County Property Appraiser Database and Florida Association of Realtors

Homes in Florida are expensive, but homes in the Keys and in Islamorada are even more expensive. Table II.1: *Prices of Existing Home Sales, Village of Islamorada and Comparative Areas, 2000-2005*, shows data on sales of existing homes in Islamorada in comparison to the City of Marathon, Florida, and the United States. The average prices in Islamorada grew at about 22% per year, and the median prices grew at 35%. This is much faster than the median price increases in Marathon (22%), Florida (9.6%), and the nation (14.9%).

The data shows that in 2000, the median sales price of a home in Islamorada was \$156,800, and by 2005 the median sales price increased by over \$555,000 to \$712,500. The rate of housing price growth in the Keys has been increasing at a much greater rate than those of the state and substantially higher than for the national rate of growth.

TABLE II.1:
PRICES OF EXISTING HOME SALES
ISLAMORADA AND COMPARATIVE AREAS
2000 TO 2005 (in thousands)

Year	Islamorada		Marathon		Florida	US
	Average	Median	Average	Median	Median	Median
2000	\$286.9	\$156.8	\$209.7	\$190.2	\$117.6	\$139.0
2001	\$310.5	\$251.9	\$224.5	\$183.9	\$127.7	\$147.8
2002	\$361.8	\$268.2	\$260.5	\$247.5	\$141.7	\$156.2
2003	\$484.3	\$328.6	\$333.7	\$282.9	\$158.4	\$178.8
2004	\$743.6	\$671.4	\$450.4	\$363.2	\$181.9	\$195.4
2005	\$776.2	\$712.5	\$576.4	\$529.2	\$235.1	\$219.6
Rate of Growth	22.0%	35.4%	22.4%	22.7%	14.9%	9.6%

SOURCES: Monroe County Property Appraiser, Florida Board of Realtors and National Association of Realtors.

NOTE: Data for the State of Florida and the United States are for single family homes only.

A. MEDIAN HOUSING PRICES AND MEDIAN HOUSEHOLD INCOMES

Normally, housing affordability is evaluated by comparing the price of housing for a local real estate market to prevailing wage and salary incomes. A national benchmark for evaluating affordability is whether median household incomes in a community are at the level where the household could afford a median priced home. Typically, affordability of owner-occupied housing is defined as 300 percent of median household income.

As Table II.2: *Monroe County Median Household Income and Median Single Family Housing Prices in Islamorada, 2000-2005*, demonstrates, over the past five years the gap between median household incomes and median housing costs resulted in median priced housing that is not affordable to households earning the area median income and beyond.⁷ In 2000, the median income in Monroe County was \$49,300 and the median price of a home in Islamorada was \$156,757 – approximately 318 percent of median income levels. By 2003, the median income for a household in Monroe County was \$56,500 and the median price of a home in Islamorada was \$328,571 – approximately 582 percent of median income levels. In 2005, the median income for a Monroe County household was \$58,450 and the median price of a home in Islamorada was \$712,500 – approximately 1,219 percent of median income levels. Over the past few five years, the market has priced out all wage earners, except for those at the very highest income levels. See Figure II.2: *Comparison of Median Sales Prices and 300% of Median Household Incomes, 2000-2005*.

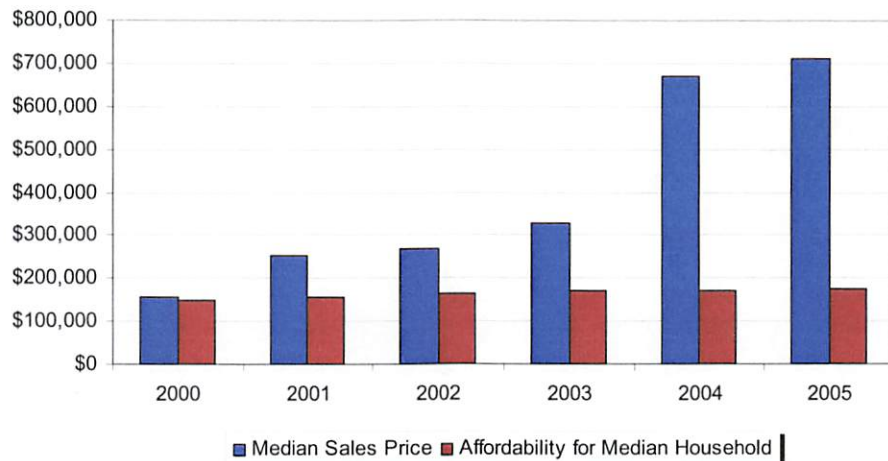
⁷ Because median income data is not available for the Village of Islamorada, this analysis uses Monroe County median income data as calculated by the U.S. Department of Housing and Urban Development.

TABLE II.2:
MONROE COUNTY MEDIAN HOUSEHOLD INCOME AND
MEDIAN SINGLE FAMILY HOUSING PRICES IN ISLAMORADA, 2000-2005

Year	Median Price of Homes	Median Price of Homes as % of Median Income	Median Household Income for Monroe County
2000	\$156,757	318%	\$49,300
2001	\$251,887	483%	\$52,100
2002	\$268,182	487%	\$55,100
2003	\$328,571	582%	\$56,500
2004	\$671,429	1,174%	\$57,200
2005	\$712,500	1,219%	\$58,450

Source: Monroe County Property Appraiser and Florida Housing Finance Corporation.

FIGURE II.2
COMPARISON OF MEDIAN SALES PRICES AND 300% OF
MEDIAN HOUSEHOLD INCOMES, 2000-2005



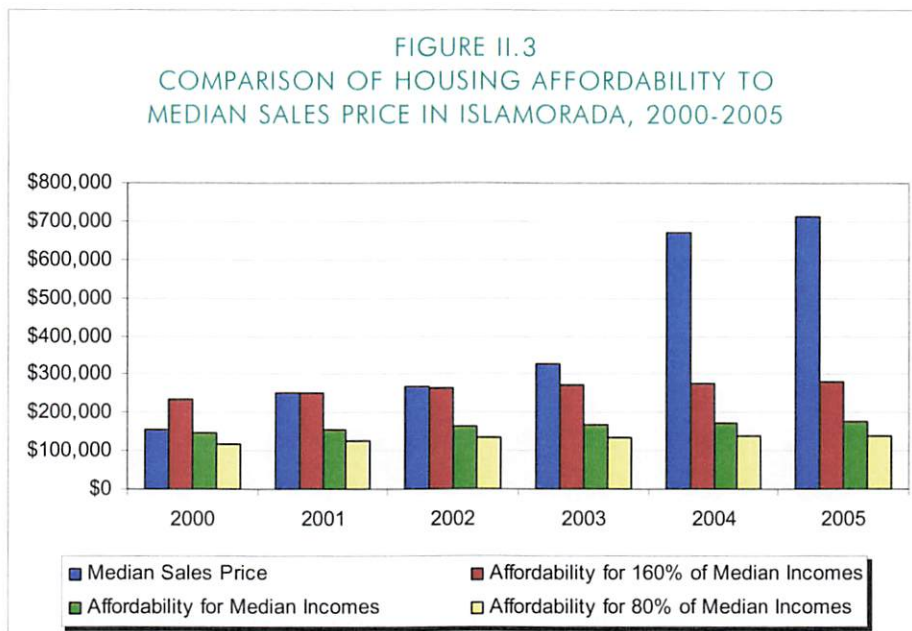
Source: Monroe County Property Appraiser and U.S. Department of Housing and Urban Development.

Figure II.3: *Comparison of Housing Affordability to Median Sales Prices in Islamorada, 2000-2005*, illustrates the comparison of median sales prices in the Village of Islamorada with housing prices that are affordable to Monroe County median income households, as well as households with incomes at 160 percent and 80 percent of median household incomes.⁸ In 2000 and in following years, the median sales prices exceeded the price that was affordable to the median income household and households earning 80 per

⁸ Typically, affordability of owner-occupied housing is defined as 300 percent of median household income. Using this 300 per cent affordability rule of thumb, the housing affordability for households earning area median income, 160 per cent of area median income, and those earning 80 per cent of area median incomes were calculated by multiplying these incomes by three (3) to result in the cost of housing that is affordable for that income. For example, the area median income in 2005 is \$58,450. Multiplying this income by three (3), this rule of thumb estimates that the median income household will be able to afford a home that costs \$175,350.

cent of median income. In 2005, the sales price exceeded the housing price affordable to a median household income by more than \$537,150. What this means is that the median priced unit in 2005 is affordable to a household earning \$237,500 - \$179,050 more than the area median income.

Moreover, since 2002, median priced homes have exceeded the price that was affordable to the households earning 160 percent of the area median income. In 2005, the median priced home cost \$431,940 more than a household earning 160 per cent of the area median income could afford. The housing affordability problem is affecting not only households earning the area median income, but also those earning well above the median income.



Source: U.S. Department of Housing and Urban Development and the Monroe County Property Appraiser.

B. HOUSING PRICES ARE FAR OUTPACING INCREASES IN WAGES/INCOME

Housing affordability, however, is a relative concept. When inquiring about affordability, it is necessary to ask the question "affordable with respect to what?" Some suggest that attempting to measure housing prices with some type of median or similar measure can be misleading. They suggest that the relevant question is whether housing is available in the market place within the price ranges that local employees can reasonably afford.

Review of Monroe County employment and wage data in 2005 and data trended to 2006, indicate that housing in the Village of Islamorada is no longer available at prices that much of the local work force can reasonably afford. The data show that even with employment and wage growth,

Islamorada's workforce is finding it very difficult to find housing in the marketplace they can afford. The data also indicate that a portion of the employment growth is occurring in sectors of the economy that increase the housing affordability problem because of the low wages earned by the new employees.

1. Employment and Wages

Table II.3: *Employment and Earnings in Monroe County, 2005-2006*, presents the 2005 and 2006 earnings of economically active households in Monroe County. The 2005 Monroe data are projected forward to December 2006 to show an estimate of current wages (2006). These wages are compared to wages earned for each industry statewide. The last column illustrates the percentage comparisons of estimated 2006 Monroe County earnings to statewide employee earnings. Generally Monroe County employee earnings are less than for the state. There are some notable exceptions to this trend: fishing, business and professional services, and leisure and hospitality (the tourist industry) are well above statewide average earnings. Retail trade, other services, and public administration are also above state averages. The two largest sectors, tourism and retail, have wages and earnings higher than average, while other categories tend to be less than average.

Table II.3 also shows that while some of the industries in Monroe County with the highest number of employees earn wages that are higher than the state average, they are still earning low wages, especially when compared to housing prices. In 2005, leisure and hospitality employees earned \$23,788 annually, on average; accommodation and food service employees earned \$23,297 annually, on average; and trade, transportation and utilities employees earned \$31,256 annually, on average. These wages are low in comparison to the median income for Monroe County (\$58,450 for 2005). This pattern of a large proportion of employees earning low average salaries further exacerbates the problem of housing affordability, especially in a market where housing prices continue to increase at a rapid rate and are very high to begin with.

TABLE II.3: EMPLOYMENT AND EARNINGS BY INDUSTRY MONROE COUNTY, 2005-2006					
Industry Title	Average Employment	Annual Wage		Florida	'06 Monroe Cty Wages as % of Statewide Earnings
		2005	2006	2006	
Total, All Industries	35,895	\$32,788	\$34,214	\$38,376	89.16%
Goods-Producing	2,613	\$32,352	\$33,759	\$40,484	83.39%
Agriculture, Forestry, Fishing and Hunting	102	\$33,145	\$34,587	\$24,004	144.09%
Construction	2,226	\$32,391	\$33,800	\$39,994	84.51%
Manufacturing	285	\$31,764	\$33,146	\$45,301	73.17%
Service-Providing	33,282	\$32,823	\$34,251	\$38,033	90.05%

TABLE II.3:
EMPLOYMENT AND EARNINGS BY INDUSTRY
MONROE COUNTY, 2005-2006

Industry Title	Average Employment	Annual Wage		Florida	'06 Monroe Cty Wages as % of Statewide Earnings
		2005	2006	2006	
Trade, Transportation, and Utilities	7,636	\$31,256	\$32,616	\$36,053	90.47%
Wholesale Trade	520	\$45,167	\$47,132	\$55,030	85.65%
Retail Trade	5,553	\$27,209	\$28,393	\$26,929	105.44%
Information	457	\$47,952	\$50,038	\$55,045	90.90%
Financial Activities	2,364	\$42,750	\$44,610	\$54,909	81.24%
Finance and Insurance	1,220	\$50,038	\$52,215	\$61,889	84.37%
Real Estate and Rental and Leasing	1,144	\$34,976	\$36,497	\$40,672	89.73%
Professional and Business Services	2,603	\$43,410	\$45,298	\$40,927	110.68%
Education and Health Services	4,049	\$37,743	\$39,385	\$39,672	99.28%
Leisure and Hospitality	11,539	\$23,788	\$24,823	\$20,287	122.36%
Accommodation and Food Services	10,136	\$23,297	\$24,310	\$17,661	137.65%
Other Services	1,472	\$27,466	\$28,661	\$26,923	106.45%
Public Administration	3,132	\$47,605	\$49,676	\$46,542	106.73%

SOURCE: Florida Labor Market Statistics, September 2006. NOTE: 2006 earnings were projected using a 2.9% increase over 2005, which was the 2004-2005 increase.

C. THE SUPPLY OF HOUSING AFFORDABLE TO THE WORKFORCE IS SUBSTANTIALLY DECREASING

The breadth of the housing affordability problem in the Village of Islamorada is further demonstrated by considering the income and housing cost data from the Monroe County Property Appraiser on the sales price of all residential units sold in Islamorada between January 1, 2000 and December 31, 2005. The residential sales are categorized into three types of residential units: single-family detached; condominiums; and mobile homes. There have been a total of 1,373 residential sales recorded by the Monroe County Property Appraiser in Islamorada over this six year period. Of these units sold, the large majority are single-family detached units (59.1%) and condominium units (39%). The balance is mobile home units. See Table II.4: *Types of Residential Units Sold, Islamorada, 2000-2005*.

TABLE II.4:
TYPES OF RESIDENTIAL UNITS SOLD,
ISLAMORADA, 2000-2005

Year	Single-Family Detached	Condominiums	Mobile Homes	Total
2000	22	32	3	57
2001	75	63	2	140
2002	124	92	6	222
2003	183	83	5	271
2004	207	107	3	317
2005	200	159	7	366
TOTAL	811	536	26	1,373
Percent of Total	59.1%	39.0%	1.9%	100.0%

Source: Monroe County Property Appraiser Database

Table II.5: *Existing Home Sales by Price Range, Village of Islamorada, 2000-2005*, provides information about the availability of housing units over the past six years being sold in the local housing market that the workforce in Islamorada can afford (see Appendix A for an even more detailed breakdown of housing sales prices). To establish a base for comparison, the total sales are divided into those residential units sold below \$400,000 and those that sold for \$400,000 or higher. In 2000, 79.2 percent of all existing home sales in Islamorada were below \$400,000. The average price for all units that year was \$286,872. In 2003, 53.4 percent of residential sales were below \$400,000. By 2005 prices had increased dramatically and only 15.4 percent of sales were under \$400,000. Mobile homes and condominiums are increasing their roles as being the provider of lower price housing – to the extent that \$400,000 can be considered to be low price for a single-family home.

Probably of greatest relevance to median income members of the workforce, sales of homes under \$200,000 went from 246 in 2000 to twelve (12) in 2005 (see Table II.5: *Existing Home Sales by Price Range, Village of Islamorada, 2000-2005*). Of those twelve (12) homes under \$200,000, seven (7) were single family, none (0) of the homes were mobile homes and five (5) were condominiums.

TABLE II.5: EXISTING HOME SALES BY PRICE RANGE VILLAGE OF ISLAMORADA, 2000 - 2005						
Sales Price	2000	2001	2002	2003	2004	2005
Under \$50k	12	23	29	16	7	2
\$50-100k	42	31	22	17	9	8
\$100-150k	81	54	30	16	13	1
\$150-200k	111	57	52	18	17	1
\$200-250k	39	38	51	38	18	3
\$250-300k	34	53	33	48	15	8
\$300-350k	20	35	25	35	31	11
\$350-400k	27	26	29	34	30	23
\$400-450k	17	14	18	26	26	28
\$450-500k	15	12	17	12	32	27
\$500-550k	7	14	21	12	14	19
\$550-600k	9	6	10	17	9	13
\$600-650k	4	11	12	17	21	17
\$650-700k	12	8	11	17	14	21
\$700-750k	5	4	9	21	23	12
\$750-800k	7	2	8	8	20	15
\$800-850k	3	3	10	6	22	13
\$850-900k	3	4	4	5	11	15
\$900-950k	1	1	1	8	14	6
\$950-1,000k	2	2	5	3	6	14
Over \$1,000k	11	12	12	42	171	112
Average (1,000s)	\$287k	\$310k	\$362k	\$484k	\$744k	\$776k
Median (1,000s)	\$157k	\$252k	\$268k	\$329k	\$671k	\$713k
Total Sales	462	410	409	416	523	369

TABLE II.5: EXISTING HOME SALES BY PRICE RANGE VILLAGE OF ISLAMORADA, 2000 - 2005						
Sales Price	2000	2001	2002	2003	2004	2005
Below \$400k	366	317	271	222	140	57
% Below \$400k	79.20%	77.30%	66.30%	53.40%	26.80%	15.40%
% Above \$400k	20.80%	22.70%	33.70%	46.60%	73.20%	84.60%
Single Family	54.60%	65.30%	67.50%	55.90%	53.60%	38.60%
Mobile Home	2.10%	1.00%	2.10%	3.20%	1.80%	8.80%
Condo	46.90%	36.80%	34.30%	48.90%	57.30%	94.10%

Source: Monroe County Property Appraiser Database

The dynamics of home prices in Islamorada are clearly seen in Figure II.4: *Existing Home Sales Prices Above and Below \$400,000, Village of Islamorada, 2000-2005*. Average prices are sharply increasing while the supply of dwellings at the lower end are greatly diminished. The phenomenon is not just a matter of rapid increases in prices of high end units. Rather, it is a general increase in unit prices.



Source: Monroe County Property Appraiser Database

Based on what the housing price, housing sales, and income data for Monroe County and Islamorada show, there is no doubt there is a housing affordability problem in Islamorada today.

III. THE NEED FOR AFFORDABLE HOUSING CREATED BY NEW DEVELOPMENT

The need to provide housing that is affordable to Islamorada's workforce comes from all new development that demands labor (employees), including both residential and non-residential development. These employees earn different levels of wages that will require different types of workforce housing solutions.

A. BACKGROUND

The increase in housing prices in Islamorada, in and of itself creates an affordable workforce housing problem in Islamorada and the Florida Keys in general. However, the problem is accentuated in Islamorada. This is because some of the larger employers in the Village, such as the leisure and hospitality industry (i.e., tourism), accommodation and food services, retail service businesses and construction industry typically hire more lower wage employees than other industries. A significant percentage of new employees in these businesses earn very modest wages, making it increasingly difficult for them to afford a house for sale in the local real estate market, or rent housing.

For the purposes of evaluating where workforce housing demands originate, it is tempting to think that a community may be divided neatly into an economic sector and a residential sector. The economic sector provides the employment and incomes for the residents and the residential sector provides for the needs of the local employees and their families. In a place like Islamorada, however, this distinction between an economic sector and residential sector is misleading. Instead, it is more useful to conceive of an economy that is divided into two general sectors: the basic sector and the local sector.

The basic sector is that part of the economy that brings income into the Village and distributes that income as wages and salaries within the region – such as tourism, retail, and accommodation and food services. The local sector is that part of the economy that produces goods and services for sale to residents of the region. The basic sector is active while the local sector is reactive. The essential reason for using this model is that the economic health of the region is dependent upon the economic success of the basic sector.

Both residential and non-residential development in Islamorada is very much a part of the basic sector because of the strong tourist/second home component of Islamorada's economy, which helps fuel the tourism, retail, and accommodation and food services businesses. The incomes earned from this demand leads to spending in the local sector. As such, residential development shares many of the characteristics of other and more typical components of the economic base, including its demand for labor.

Residential and non-residential development in Islamorada places a demand on labor (the workforce) in three ways:

- The first is the construction of the building (i.e., construction employees for both residential and non-residential development);
- The second is the operation and maintenance of the building (i.e., employees for residential development); and
- The third is the use of the structure as designed by the builders (i.e., employees for non-residential development).

All three activities generate employment in Islamorada, and because of the wage levels and existing housing prices, these activities consequently result in a need for affordable workforce housing. The demand for labor (employees) that both residential and non-residential developments create, and the demand these employees place on the need for workforce housing is outlined below.

B. RESIDENTIAL DEVELOPMENT

As is discussed above, residential development in Islamorada has two employment needs:

- The first is for the construction of the residence (construction);
- The second is for the operation and maintenance of that residence, post-construction (post-construction).

As discussed below, both construction and post-construction activities generate employment in Islamorada, and many of these workers typically earn wages and salaries that put them in a position of economic stress in terms of their ability to purchase or rent housing.

1. Demand for Workforce Housing Units

a) Construction Impacts

The construction, expansion, or renovation of buildings requires the employment of contractors and construction workers to do the work. The wages of most of these workers are within a range such that they can not afford housing in Islamorada. The method used to assess the demand for workforce housing created by construction activities involves the following. First, the amount of construction authorized and built in Monroe County over the past four years (measured in square feet) was determined from annual Monroe County Property Appraiser data. Second, the number of construction workers involved in the construction of these buildings was determined using monthly unemployment insurance reports for Monroe County that have data on the number of

local construction workers. This data is expressed in person years for 2002-2005. Third, and based upon the amount of square footage built and the number of construction workers needed to construct these buildings, the actual amount of a building (in square feet) a construction employee builds in a year was determined.⁹ Table III.1: *Residential and Non-Residential Construction (square feet) and Construction Employment, Monroe County, 2002-2005*, summarize this analysis. These data illustrate that, on average, one construction employee directly involved in construction builds an average of 859 square feet of space in a year. Put another way, it takes an estimated 1.2 employee-years to construct 1,000 square feet of floor area.¹⁰ Larger construction projects require more construction time (either more people working over the same period of time, or the same number of people working for a longer time) to complete.

TABLE III.1 RESIDENTIAL AND NON-RESIDENTIAL CONSTRUCTION (square feet) AND CONSTRUCTION EMPLOYMENT, MONROE COUNTY, 2002-2005	
Residential Construction	4,242,870 FT ²
Non-Residential Construction	995,296 FT ²
Total Construction	5,238,166 FT ²
Employee Years	6,098
FT ² per Construction Employee	859 FT ²

SOURCE: Florida Agency for Workforce Innovation, Labor Market Statistics, ES-202 data for Monroe County, 2002 through 2005 and Monroe County Property Appraiser, tax rolls 2002 through 2005.

Annual variations in square feet of construction are due primarily to the differing time dimensions of the data series. Permitting must precede construction. It is very common for a residential unit or non-residential development to be permitted in one year and constructed, either in whole or in part, in another year. Because of this phenomenon, there is no reason to expect the amount of square feet constructed from year to year to be consistent. However, over the 4 year period, the problem of timing becomes irrelevant. Consequently, by estimating the amount of space a construction employee builds over a year based on 4 years of

⁹ For purposes of this calculation, the analysis includes all employees that work in the construction industry, not just those engaged in the physical construction of the structure. For example, an employee installing water or wastewater lines is considered to be engaged in constructing new development as much as those directly involved with the erection of a building.

¹⁰ This construction analysis aggregates residential and non-residential construction because the average wages and average number of employees needed to construct 1,000 square feet of a structure for both residential and non-residential development is not significantly different.

development activity, it is possible to derive a reasonable estimate of floor area built by the average construction worker.

Table III.2: *Construction Employment and Need for Housing in Islamorada*, sets out the number of employees needed to construct different size residential units based on the fact that one construction employee builds 859 square feet of space annually (See the column in Table III.2 labeled “Employee Years to Construct Units”). Specifically, the table displays the number of employee years it takes to construct a building of a certain size.

Construction employment is measured in employee years (employee years to construct units). Housing has no such time dimension. Employees will have a definable career and dwellings have an expected life. In estimating the demand construction employees place on a residential unit, it must be recognized that construction employees require housing only during the period of actual construction of the home (even though they live in the community over their career). This must be accounted for in the analysis. The average construction worker career is 40 years. To account for this circumstance, the calculation of construction employee years to construct the unit is therefore divided by 40 to convert to the needed housing over the work career of the employee (See column in Table III.2 labeled “Employees Needed (Over Career of Employee)”).

Next, to determine the needed number of residential units these construction employees demand in Islamorada, the employee equivalent is then divided by the average number of employees per dwelling unit that exist today in Islamorada (1.586¹¹) to estimate the fraction of a dwelling unit needed to house the employees engaged in residential construction of homes (See column labeled “Housing Units Needed for Employees”). As shown in Table III.2: *Construction Employment and Need for Housing in Islamorada*, this calculation results in a little over .019 of a dwelling unit demanded for construction employees for every 1,000 square feet of construction.

¹¹ See Appendix B: *Employees Per Household, Monroe County*.

Table III.2:
CONSTRUCTION EMPLOYMENT AND NEED FOR HOUSING IN ISLAMORADA

Building Size	Employee Years to Construct Units	Employees Needed (Over Career of Employee)	Housing Units Needed for Employees
500	0.601	0.015	0.009
750	0.901	0.023	0.014
1,000	1.201	0.030	0.019
1,500	1.802	0.045	0.028
2,000	2.403	0.060	0.038
2,500	3.004	0.075	0.047
3,000	3.604	0.090	0.057
3,500	4.205	0.105	0.066
4,000	4.806	0.120	0.076
4,500	5.406	0.135	0.085
5,000	6.007	0.150	0.095

b) Operations & Maintenance Impacts

In the Spring of 2006, RRC Associates, Inc., conducted a survey of homeowners in the Village of Islamorada, the results of which are summarized in a report titled *Village of Islamorada Residential Job Generation Study* (July 2006) (hereinafter referred to as “*Residential Job Study*”). One of the primary objectives of the *Residential Job Study* was to acquire data on the employment associated with the operations and maintenance of residential units in the Village of Islamorada. The *Residential Job Study* asked homeowners questions about the use, both directly and indirectly, of five primary categories of employees that are hired to assist in the operation and maintenance of residential units. They include:

- Direct hires by home owners;
- Hires by property management firms retained by home owners to operate and maintain residential properties;
- Hires by homeowners associations responsible for operating and maintaining residential properties;
- On-sight caretakers; and
- Other local service firms.

The operations and maintenance services asked about include exterior maintenance and upkeep (i.e., gardeners, mowers, and other exterior maintenance), housekeepers, kitchen help, child care/nannies,

caretakers, butlers, personal trainers, and administrative assistants for the residential unit. The survey also gathered extensive data about selected operational characteristics of residential homes, firms that households contract with to finance and insure homes, as well as the use patterns and demographics of homeowners, which is useful for other policy, planning and research purposes.

The survey was mailed to a sample of 3,000 homeowners in the Village of Islamorada. This includes the population of owners of units in excess of 2,000 square feet, as identified through the Monroe County Property Appraiser records (1,094 total households); a random sample¹² of 48 percent of owners of homes sized within the range of 500 to 2,000 square feet (1,051 total); and a random sample of 63 percent of condominium owners (853 total). Single-family homes below 500 square feet were not included given that many of these are boat pads and similar types of units. A total of 822 surveys were returned for a response rate of 27.5 percent. Of these 822 survey responses, 585 were responded to in full, whereas the remaining surveys lacked responses to some of the survey questions. In conducting analysis on the survey responses, only those surveys that have a response to the related questions in the analysis were used.

For each type of home service the owner uses (homeowners associations, property management companies, independent contractors, on-site caretakers and other directly hired employees), owners were asked to report how much they spend per year on each service and, if known, approximately how many hours employees spent serving their home each year. Annual spending amounts were converted into "full-time equivalents" (FTE) using a combination of wage data and assumptions regarding non-labor costs.¹³ Wage data was based on annualized wage rates for Monroe County for specified industry sectors, as extrapolated from 2004 Quarterly Census of Employment and Wages (QCEW) data.¹⁴ Specific assumptions for individual service providers are as follows:

- Homeowners associations (HOA): A conversion ratio of \$117,390 in homeowners' dues per direct job was assumed. This is based on an assumption of a \$27,475 average wage for HOA employees (Monroe County inflation adjusted 2004 QCEW data – NAICS code 813990) and an assumption that 23.4 percent of HOA costs

¹² The random sample was conducted using SPSS statistical software.

¹³ FTE employees represent the number of workers that would typically be employed to complete the service based on existing employment patterns in the respective industries, which presumably includes a blended hybrid of full-time and part-time employees.

¹⁴ The QCEW data is provided by the U.S. Census Bureau of Labor Statistics, and is available at <http://data.bls.gov/PDQ/outside.jsp?survey=en>

are used for wages (based on the ratio of wages paid to revenue received for HOA's from the 2002 Economic Census for the state of Florida).

- Property management firms (PMF): A conversion ratio of \$117,641 in property management fees per direct job was assumed. This is based on an assumption of a \$30,560 average wage for residential property management employees (Monroe County inflation adjusted 2004 QCEW data – NAICS code 531311) and an assumption that 25.97 percent of property management costs are used for wages (based on the ratio of wages paid to revenue received for PMF's from the 2002 Economic Census for Monroe County).
- Other contracted services: A conversion ratio of \$84,388 in contracted service fees per direct job was assumed for other contracted services. This is based on an assumption of a \$32,320 average wage for buildings and dwellings services employees (Monroe County inflation adjusted 2004 QCEW data – NAICS codes 5616 & 5617) and an assumption that 38.3 percent of service costs are used for wages (based on the ratio of wages paid to revenue received for contract services from the 2002 Economic Census for the State of Florida).
- Direct employees and caretakers: A conversion ratio of \$23,744 in employment costs per direct job was assumed. This is based on the average wage paid by these industries in the State of Florida as reported by the 2004 QCEW data (NAICS code 814110) and adjusted for inflation.

In addition to questions regarding home services employment, survey respondents that were not full-time residents of Islamorada were also asked to describe the tenancy of their Islamorada unit. Data about tenancy (how the unit is used or occupied) was broken into six (6) categories:

- Secondary residence: units owned by the respondent and used as a secondary residence by the owner;
- Vacation rental: units owned by the respondent and leased on a short-term basis, usually as a vacation or seasonal rental;
- Business/corporate rental: units owned by the respondent and leased on a short-term basis to business or corporate entities for retreats and conferences;

- Long-term rental residences: units owned by the respondent and leased on a long-term basis;
- Other (for the respondent to specify): uses other than those listed above for which the unit is occupied; and
- Vacant: amount of time in which the residence is not occupied.

These survey responses were compiled, and then several hypotheses were tested through regression analysis. The hypotheses tested are whether there is a relationship between the size of a residential unit and the number of operation and maintenance employees that service the unit. The analyses also tested whether there is a difference in this relationship between house size and operation and maintenance employees serving the unit, and whether the unit is occupied by a permanent resident or otherwise used as a secondary residence, vacation rental, business/corporate rental, long-term rental, or other. The hypothesis testing this relationship included 585 survey responses. See Table: III.3: *Number of Survey Responses Used in Analysis of Operations and Maintenance Employees*.

Table III.3: NUMBER OF SURVEY CASES USED IN ANALYSIS OF OPERATIONS AND MAINTENANCE EMPLOYEES	
Survey Cases	Number of Responses
All returned responses	822
Fully completed responses	585
Responses from full-time owner-occupied units	406
Responses from units otherwise occupied	416

The survey results indicate that there are different employment relationships between dwellings occupied by full-time residents and those occupied for all other purposes. The results also indicate there are different employment relationships between units based on the size of the unit. The relationship is expressed mathematically as follows:

$$\text{Employees} = -0.01330 + (-0.03846 * \text{Full-time}) + (0.00006466 * \text{Area})$$

Where:

$$\text{Employees} = \text{Operations and Maintenance Employees}^{15}$$

$$\text{Full-Time} = \text{Residential Unit Occupied by Full-time Resident}$$

$$\text{Area} = \text{Gross Square Feet of Unit}$$

¹⁵ Measured by full-time equivalent employees (FTEs).

This formula results from a multiple regression analysis with the number of full time equivalent employees being the dependent variable and the size of the home, in square feet, and the full-time occupancy of the home being the independent variables. Collectively, the independent variables show that the number of employees increase with the size of the dwelling and that the number of employees is greater if the unit is occupied as a secondary residence, vacation rental, business/corporate rental, long-term rental, or other.

The linear relationships identified above effectively describe post construction (operations and maintenance) employment as a function of residency status and size of units in Islamorada. The result of applying this formula to homes of varying sizes is shown below in Table III.4: *Operations and Maintenance Employment by Home Size and Residency of Unit, Islamorada*. To determine the needed number of residential units these operations and maintenance employees demand in Islamorada, the employee equivalent is divided by the average number of employees per dwelling unit that exist today in Islamorada (1.586¹⁶) to estimate the fraction of a dwelling unit needed to house the employees engaged in residential operation and maintenance of residential units occupied by full-time residents versus others (secondary residences, vacation rentals, business/corporate rentals, long-term rentals, or others).

Table III.4: OPERATIONS AND MAINTENANCE EMPLOYMENT BY HOME SIZE AND RESIDENCY OF UNIT, ISLAMORADA				
Unit Size	Employees for Full-Time Resident Units	No. of Units Needed for Employees of Full-Time Resident Units	Employees for All Other Units	No. of Units Needed for Employees of All Other Units
500	0.000	0.000	0.019	0.012
750	0.000	0.000	0.035	0.022
1,000	0.013	0.008	0.051	0.032
1,500	0.045	0.029	0.084	0.053
2,000	0.078	0.049	0.116	0.073
2,500	0.110	0.069	0.148	0.094
3,000	0.142	0.090	0.181	0.114
3,500	0.175	0.110	0.213	0.134
4,000	0.207	0.130	0.245	0.155
4,500	0.239	0.151	0.278	0.175
5,000	0.272	0.171	0.310	0.196

c) Summary of Need for Affordable Housing Units

Tables III.5 and III.6 summarize the total workforce housing unit need created by new residential development, for both construction and operation/maintenance employees.

¹⁶ See Appendix B: *Employees per Household, Monroe County*.

Table III.5:
WORKFORCE HOUSING NEED CREATED BY RESIDENTIAL UNITS OCCUPIED BY FULL-TIME RESIDENTS¹⁷

Unit Size (FT²)	Employees				Total Workforce Housing Units Needed (Construction and O&M Employees of Full-Time Resident Units)
	Construction		Operations & Maintenance for Full-Time Resident Units		
	Employees	Workforce Housing Units Needed for Construction Employees	Employees	Workforce Housing Units Needed for O&M Employees of Full-Time Resident Units	
500	0.015	0.009	0.000	0.000	0.009
750	0.023	0.014	0.000	0.000	0.014
1,000	0.030	0.019	0.013	0.008	0.027
1,500	0.045	0.028	0.045	0.029	0.057
2,000	0.060	0.038	0.078	0.049	0.087
2,500	0.075	0.047	0.110	0.069	0.117
3,000	0.090	0.057	0.142	0.090	0.147
3,500	0.105	0.066	0.175	0.110	0.176
4,000	0.120	0.076	0.207	0.130	0.206
4,500	0.135	0.085	0.239	0.151	0.236
5,000	0.150	0.095	0.272	0.171	0.266

¹⁷ Note that the data shown in Table III.5: *Workforce Housing Need Created by Residential Units Occupied by Full-Time Residents*, are illustrative only. The precise formulae should be used for individual dwellings.

Table III.6:
WORKFORCE HOUSING NEED CREATED BY ALL OTHER UNITS ¹⁸

Unit Size (FT²)	Employees				Total Workforce Housing Units Needed (Construction and O&M Employees of All Other Units)
	Construction		Operations & Maintenance for All Other Units		
	Employees	Workforce Housing Units Needed for Construction Employees	Employees	Workforce Housing Units Needed for O&M Employees of All Other Units	
500	0.015	0.009	0.019	0.012	0.021
750	0.023	0.014	0.035	0.022	0.036
1,000	0.030	0.019	0.051	0.032	0.051
1,500	0.045	0.028	0.084	0.053	0.081
2,000	0.060	0.038	0.116	0.073	0.111
2,500	0.075	0.047	0.148	0.094	0.141
3,000	0.090	0.057	0.181	0.114	0.171
3,500	0.105	0.066	0.213	0.134	0.201
4,000	0.120	0.076	0.245	0.155	0.231
4,500	0.135	0.085	0.278	0.175	0.260
5,000	0.150	0.095	0.310	0.196	0.290

¹⁸ Note that the data shown in Table III.6: *Workforce Housing Need Created by All Other Units*, are illustrative only. The precise formulae should be used for individual dwellings.

2. Assistance to Address Workforce Housing Need

In fully exploring the need for workforce housing created by residential development, there is one final step. It involves determining the amount of assistance (workforce housing subsidy) that is needed to make housing in the community affordable for the construction and operations/maintenance employee households that build and service residential units.

As is discussed in Section II: *Problem Description*, housing in Islamorada has become unaffordable to not only low-wage earning households, but also to households earning the median household income and much higher. Consequently, the income range of households that need workforce housing assistance in Islamorada is fairly broad. To adequately address the different types of households that need workforce housing assistance, three Workforce Housing Categories are developed in this Study. The intent of the categories is to recognize that households of varying income levels live in units of varying size and price. For example, it is logical that a household earning \$60,000 lives in a different and more expensive house than a household earning \$30,000. These three categories address this issue. These categories are used to better assess workforce housing mitigation at a level that is reflective of the different income categories in the community.¹⁹

The three Workforce Housing Categories were developed using local cost and square footage data on existing affordable units built in Islamorada and the Florida Keys, other communities in Florida, and other resort communities across the nation. These three Workforce Housing Categories identify the size of an appropriate workforce housing unit for each income category, the type of construction, and the cost per square foot to construct the unit based upon local construction costs. Table III.7: *Workforce Housing Categories, Islamorada*, shows the size, type, cost to construct these units, and household and employee income levels that are needed if these prototypical units are to be considered affordable. (See Appendix D: *Shortage (Housing Assistance) Calculations*, for more detail on the incomes that can afford the workforce units in each of these categories.)

¹⁹ The Workforce Housing Categories are not linked in any way to income or occupancy eligibility requirements related to the application for affordable housing units in Islamorada. These categories are intended for use as a tool to determine workforce housing mitigation both in terms of units and housing assistance, and do not serve as eligibility requirements.

TABLE III.7: WORKFORCE HOUSING CATEGORIES, ISLAMORADA ²⁰			
	Category 1	Category 2	Category 3
Area (FT ²)	500	700	900
Construction Type	Modular	Modular	Modular
Number of Bedrooms	1	2	3
Housing Unit Type	Multi-Family Attached	Multi-Family Attached	Multi-Family Attached
Construction Cost per FT	\$175	\$175	\$175
Construction Cost	\$87,500	\$122,500	\$157,500
Site Prep	\$40,000	\$40,000	\$40,000
Land	\$45,000	\$63,000	\$81,000
Total	\$172,500	\$225,500	\$278,500
Income Required to Afford a Unit			
Income Ratio for Determining Housing Affordability	29.32%	29.32%	29.32%
Annual Household Income Needed to Purchase Unit	\$50,573	\$66,578	\$82,584
Income per Worker in Household	\$31,897	\$41,992	\$52,087

As Table III.7 shows, the type of construction and the cost per square foot to construct the units are the same for all three Workforce Housing Categories. The variation in unit costs is solely dependent upon the size of the unit. The cost shown is a turn-key cost of production under prevailing market conditions. Table III.7 also shows the differences in both household and employee income levels that are needed to make the prototypical units affordable (in Table III.7, see "Annual Household Income Needed to Purchase Unit").

Next, and for the purposes of measuring the assistance needed to make units affordable to members of the workforce at different income levels, the household income levels were evaluated for the different members of the workforce (see Appendix D: *Employment and Household Earnings by Industry, Monroe County, 2005-2006*), and then compared to the household income levels needed to make the prototypical units affordable in each of the Workforce Housing Categories.

Based on this comparison, the household income levels were matched with the Workforce Housing Categories that most closely aligned with the incomes levels.²¹

²⁰ Each of the three Workforce Housing Categories were developed under the assumption that workforce housing units created as a result of a mitigation program that utilizes this workforce housing methodology would develop multi-family attached, modular built residential housing units. Therefore, the cost to develop these units factors in the housing type and housing construction assumptions.

a) Affordable Housing Assistance for Construction Employee Households

Once the reasonable cost for a prototypical workforce housing unit is determined, the next step is to identify the amount of assistance that an employee household requires to afford a prototypical unit within their income category. For new residential units, this requires evaluating the subsidy needed for construction employees and operations and maintenance employees.

As is briefly discussed above, according to the employment and household earnings for the construction industry in Monroe County (see Appendix D: *Employment and Household Earnings by Industry*), individual annual construction employee earnings are \$33,800, and annual household earnings are \$53,590. Based on these earnings, a construction employee household could reasonably afford to spend \$182,792 for housing. As mentioned in the previous section and based upon their income, construction employee households qualify for Category 2 affordable housing that is estimated to cost \$225,500. Given the construction employee household earnings and the maximum housing cost that a construction employee household could afford (\$182,792), Category 2 level of housing requires \$42,708 of workforce housing assistance per worker household to afford a unit. In other words, the difference between the cost of a Category 2 house (\$225,500) and the maximum housing cost that a construction employee household can afford (\$182,792) is the affordable housing assistance needed for a construction employee household to afford a unit (\$42,708). See Table III.8: *Housing Affordability for Construction Employees* shown below.

²¹ For those incomes that are within a modest range above or below the maximum cut off of a Workforce Housing Category, professional judgment has been used to determine the appropriate Workforce Housing Category for the employee household.

TABLE III.8: HOUSING AFFORDABILITY FOR CONSTRUCTION EMPLOYEES	
Construction Earnings	\$33,800
Employees per Household ²²	1.586
Construction Employee Household Earnings	\$53,590
Maximum Housing Cost for Construction Employee Household ²³	\$182,792
Available Housing Cost (Category 2)	\$225,500
Assistance Subsidy per Units Needed for Construction Employee Household	\$42,708

The housing assistance needed by unit size is shown in Table III.9:
Construction Employment and Need for Housing in Islamorada.

Table III.9: CONSTRUCTION EMPLOYMENT AND NEED FOR HOUSING, ISLAMORADA				
Building Size	Employee Years to Construct Units	Employees Needed (Over Career of Employee)	Housing Units Needed for Employees	Housing Assistance Needed per Unit
500	0.601	0.015	0.009	\$405
750	0.901	0.023	0.014	\$607
1,000	1.201	0.030	0.019	\$809
1,500	1.802	0.045	0.028	\$1,214
2,000	2.403	0.060	0.038	\$1,618
2,500	3.004	0.075	0.047	\$2,023
3,000	3.604	0.090	0.057	\$2,427
3,500	4.205	0.105	0.066	\$2,832
4,000	4.806	0.120	0.076	\$3,236
4,500	5.406	0.135	0.085	\$3,641
5,000	6.007	0.150	0.095	\$4,045

b) Workforce Housing Assistance for Operations and Maintenance Employee Households

Based on industry definitions, the earnings of operational and maintenance employees are identified as a weighted average of the individual components of residential operational and maintenance employment. This is shown in Table III.10: *Operational and Maintenance Employee Income, Monroe County.*

²² See Appendix B: *Employees per Household, Monroe County*, for an explanation of the calculation used to result in this figure.

²³ The maximum housing cost for a construction employee household is calculated by dividing the construction employee household earnings (\$53,590) by the income ratio (29.32%) to determine the cost of housing that is affordable to a construction employee household.

TABLE III.10:
OPERATIONAL AND MAINTENANCE
EMPLOYEE INCOME, MONROE COUNTY

	Weight	Individual	Household
Construction	17.5%	\$33,800	\$53,590
Financial Activities	5.0%	\$44,610	\$70,729
Prof & Business Services	37.5%	\$45,298	\$71,821
Education & Health Services	15.0%	\$39,385	\$62,445
Other Services	25.0%	\$28,661	\$45,442
Blended	100.0%	\$38,205	\$60,575

Based upon their income, operations and maintenance employee households qualify for Category 2 affordable housing that is estimated to cost \$225,500. Given that operations and maintenance employee households earn \$60,575 and the maximum housing cost that a construction employee household could afford is \$206,616, Category 2 level of housing would require \$18,884 of workforce housing assistance per operations and maintenance worker household to afford a unit. In other words, the difference between the cost of a Category 2 house (\$225,500) and the maximum housing cost that a construction employee household can afford (\$206,616) is the workforce housing assistance needed for an operations and maintenance employee household to afford a unit (\$18,884). See Table III.11: *Housing Affordability for Construction Employees* shown below.

TABLE III.11:
HOUSING AFFORDABILITY FOR
OPERATIONS AND MAINTENANCE EMPLOYEES

Operations and Maintenance Earnings	\$38,205
Employees per Household ²⁴	1.586
Operations and Maintenance Employee Household Earnings	\$60,575
Maximum Housing Cost for Operations and Maintenance Employee Household ²⁵	\$206,616
Available Housing Cost (Category 2)	\$225,500
Assistance Subsidy per Units Needed for Operations and Maintenance Employee Household	\$18,884

The housing assistance needed by unit size is shown in Table III.12: *Operations and Maintenance Employment and Need for Housing in Islamorada*.

²⁴ See Appendix B: *Employees per Household, Monroe County*, for an explanation of the calculation used to result in this figure.

²⁵ The maximum housing cost for an operations and maintenance employee household is calculated by dividing the operations and maintenance employee household earnings (\$60,575) by the income ratio (29.32%) to determine the cost of housing that is affordable to a construction employee household.

Table III.12: OPERATIONS AND MAINTENANCE EMPLOYMENT AND NEED BY RESIDENCY OF UNIT, ISLAMORADA						
Square Footage in Residential Unit	Units Occupied by Full-Time Residents			All Other Units		
	Employees	No. of Units Needed	Housing Assistance Needed	Employees	No. of Units Needed	Housing Assistance Needed
500	0.000	0.000	\$0	0.019	0.012	\$227
750	0.000	0.000	\$0	0.035	0.022	\$419
1,000	0.013	0.008	\$154	0.051	0.032	\$612
1,500	0.045	0.029	\$539	0.084	0.053	\$997
2,000	0.078	0.049	\$924	0.116	0.073	\$1,382
2,500	0.110	0.069	\$1,309	0.148	0.094	\$1,767
3,000	0.142	0.090	\$1,694	0.181	0.114	\$2,152
3,500	0.175	0.110	\$2,079	0.213	0.134	\$2,537
4,000	0.207	0.130	\$2,464	0.245	0.155	\$2,922
4,500	0.239	0.151	\$2,849	0.278	0.175	\$3,307
5,000	0.272	0.171	\$3,234	0.310	0.196	\$3,692

3. Residential Mitigation

As is outlined above, the wages and salaries earned by a significant portion of Islamorada's workforce that provides services to residential development (construction and operation and maintenance employees) are insufficient to allow these employees to obtain market housing. After determining the number and type of employees that provide service to residential development (construction employees and operations and maintenance employees), the next step is to identify the degree of workforce housing need created by residential development, and then outline mitigation options.

a) Measuring Need

Based on the previous analysis outlined in this section, the degree of workforce housing need for residential development in Islamorada is determined using the following formula.

Residential Construction Employees' Affordable Housing Need

Construction Employees = $0.00003 \times \text{Square Feet of Residential Unit}$

Needed Units for Construction Employee Households = Construction Employees + 1.586

Construction Assistance Needed = Construction Employee Households * \$42,708

Residential Operations and Maintenance (O&M) Employees' Affordable Housing Need

O&M Employees = $-0.01330 + (-0.03846 \times \text{Full-time}) + (0.00006466 \times \text{Area})$

Where:

Full Time = Full Time Residents

Area = square Feet of Residential Unit

O&M Employee Households = O&M Employees + 1.586

O&M Assistance Needed = O&M Employee Households Needing Assistance * \$18,884

Total Units Needed = Needed Units for Construction Employee Households + Needed Units for O&M Employee Households

Total Assistance Needed = Construction Assistance Needed + Operations and Maintenance Assistance Needed

What this formula shows is that the degree of need for workforce housing can be determined either by a workforce housing unit (or fraction thereof) that needs to be built for residential development, or workforce housing assistance amount that needs to be paid to provide a sufficient amount of funds for those employees (or fraction thereof) in need of workforce housing, so they can afford housing at a reasonable price.

Because workforce housing need is based on the size of the home and the residency status of the home, the formula will need to be applied to each residential unit, individually, based on its size (square footage) and residency status. Tables III.13: *Workforce Housing Need Created by Residential Development of Units Occupied by Full-Time Residents* and Tables III.14: *Workforce Housing Need Created by All Other Residential Units*, however, provides examples of workforce housing need for varying sized residential units, both in terms of actual workforce housing units (or a fraction thereof), and workforce housing assistance.

Table III.13:
WORKFORCE HOUSING NEED CREATED BY RESIDENTIAL DEVELOPMENT OF UNITS OCCUPIED BY FULL-TIME RESIDENTS²⁶

Unit Size (FT ²)	Construction			Operations & Maintenance of Full-Time Resident Units			Total Workforce Housing Units Needed (Construction & O&M Employees)	Total Workforce Assistance for Employees (Construction & O&M Employees)
	Employees	Housing Units Needed	Housing Assistance for Construction Employees	Employees	Housing Units Needed	Housing Assistance for Operations and Maintenance Employees		
500	0.015	0.009	\$405	0.000	0.000	\$0	0.009	\$405
750	0.023	0.014	\$607	0.000	0.000	\$0	0.014	\$607
1,000	0.030	0.019	\$809	0.013	0.008	\$154	0.027	\$963
1,500	0.045	0.028	\$1,214	0.045	0.029	\$539	0.057	\$1,752
2,000	0.060	0.038	\$1,618	0.078	0.049	\$924	0.087	\$2,542
2,500	0.075	0.047	\$2,023	0.110	0.069	\$1,309	0.117	\$3,332
3,000	0.090	0.057	\$2,427	0.142	0.090	\$1,694	0.147	\$4,121
3,500	0.105	0.066	\$2,832	0.175	0.110	\$2,079	0.176	\$4,911
4,000	0.120	0.076	\$3,236	0.207	0.130	\$2,464	0.206	\$5,700
4,500	0.135	0.085	\$3,641	0.239	0.151	\$2,849	0.236	\$6,490
5,000	0.150	0.095	\$4,045	0.272	0.171	\$3,234	0.266	\$7,279

²⁶ Note that the data shown in Table III.13: *Workforce Housing Need Created by Residential Development of Units Occupied by Full-Time Residents*, are illustrative only. The precise formula should be used for individual dwellings.

Table III.14:
WORKFORCE HOUSING NEED CREATED BY ALL OTHER RESIDENTIAL UNITS²⁷

Unit Size (FT ²)	Construction			Operations & Maintenance of All Other Residential Units			Total Workforce Housing Units Needed (Construction & O&M Employees)	Total Workforce Housing Assistance for Employees (Construction & O&M Employees)
	Employees	Housing Units Needed	Housing Assistance for Construction Employees	Employees	Housing Units Needed	Housing Assistance for Operations and Maintenance Employees		
500	0.015	0.009	\$405	0.019	0.012	\$227	0.021	\$631
750	0.023	0.014	\$607	0.035	0.022	\$419	0.036	\$1,026
1,000	0.030	0.019	\$809	0.051	0.032	\$612	0.051	\$1,421
1,500	0.045	0.028	\$1,214	0.084	0.053	\$997	0.081	\$2,210
2,000	0.060	0.038	\$1,618	0.116	0.073	\$1,382	0.111	\$3,000
2,500	0.075	0.047	\$2,023	0.148	0.094	\$1,767	0.141	\$3,790
3,000	0.090	0.057	\$2,427	0.181	0.114	\$2,152	0.171	\$4,579
3,500	0.105	0.066	\$2,832	0.213	0.134	\$2,537	0.201	\$5,369
4,000	0.120	0.076	\$3,236	0.245	0.155	\$2,922	0.231	\$6,158
4,500	0.135	0.085	\$3,641	0.278	0.175	\$3,307	0.260	\$6,948
5,000	0.150	0.095	\$4,045	0.310	0.196	\$3,692	0.290	\$7,738

²⁷ Note that the data shown in Table III.14: *Workforce Housing Need Created by All Other Units*, are illustrative only. The precise formula should be used for individual dwellings.

b) Policy Options/Mitigation Options

A number of policy options are available to the Village of Islamorada to address this workforce housing need created by residential development, once the methodology for determining need is developed and applied. They involve local and state funding, incentive zoning practices, as well as inclusionary or mandatory workforce housing requirements in Islamorada's land development code. Beyond the broad policy options to address the workforce housing need, it should be emphasized in this Support Study that if the workforce housing need is going to be effectively addressed as development occurs, the policy options should address need in one of four ways. These mitigation options include:

- Payment of funds (or a workforce housing assistance fee) to make up the difference between the cost of housing in Islamorada for the employee(s) in need of workforce housing and what the employee(s) can reasonably afford;
- Construction of workforce housing units for the employee in need;
- Conversion of existing market units to workforce units for the employee in need; or
- Providing land for workforce housing that is of equal value to the funds (workforce housing assistance fee) needed.

C. NON-RESIDENTIAL DEVELOPMENT

The other basic sector in Islamorada that employs workers is nonresidential development. This includes offices, retail establishments, industrial businesses, tourist/recreational services, institutional uses, and government facilities. Non-residential development places a demand on labor (the workforce) in two ways:

- The first is the construction of the building (i.e., construction employees for both residential and non-residential development).
- The second is the employees who work at a structure constructed by the builders (i.e., employees of the non-residential activity in the building).

Construction employees construct the nonresidential buildings. All different types of employees work at the building after it is complete. Both activities generate employment in Islamorada, and because of the wage levels and existing housing prices, a number of these activities create a need for workforce housing. The demand for labor (employees) that non-residential development creates, and the demand these employees place on the need for workforce housing is outlined below.

1. Construction Impacts

As is discussed in Section III.B.1: *Construction Impacts*, the construction, expansion, or renovation of buildings requires the employment of contractors and construction workers to do the work. The method used to assess the demand for workforce housing created by construction activities involves the following. First, the amount of construction authorized and built in Monroe County over the past 4 years (measured in square feet) was determined from annual Monroe County Property Appraiser data. Second, the number of construction workers involved in the construction of these buildings was determined using monthly unemployment insurance reports for Monroe County that have data on the number of local construction workers. This data is expressed in person years for 2002-2005. Third, and based upon the amount of square footage built and the number of construction workers needed to construct these buildings, the actual amount of a building (in square feet) a construction employee builds in a year was determined.²⁸ Table III.15: *Residential and Non-Residential Construction (square feet) and Construction Employment, Monroe County*,

²⁸ For purposes of this calculation, the analysis includes all employees that work in the construction industry, not just those engaged in the physical construction of the structure. For example, an employee installing water or wastewater lines is considered to be engaged in constructing new development as much as those directly involved with the erection a building.

2002-2005, summarize this analysis. These data illustrate that, on average, one construction employee directly involved in construction builds an average of 859 square feet of space in a year. Put another way, it takes an estimated 1.2 employee-years to construct 1,000 square feet of floor area.²⁹ Larger construction projects require more construction time (either more people working over the same period of time, or the same number of people working for a longer time) to complete.

TABLE III.15 RESIDENTIAL AND NON-RESIDENTIAL CONSTRUCTION (square feet) AND CONSTRUCTION EMPLOYMENT, MONROE COUNTY, 2002-2005	
Residential Construction	4,242,870 FT ²
Non-Residential Construction	995,296 FT ²
Total Construction	5,238,166 FT ²
Employee Years	6,098
FT ² per Construction Employee	859 FT ²

SOURCE: Florida Agency for Workforce Innovation, Labor Market Statistics, ES-202 data for Monroe County, 2002 through 2005 and Monroe County Property Appraiser, tax rolls 2002 through 2005.

Based on this analysis of prior construction activities in Islamorada, the actual amount of building space built by a construction employee annually is what is used to determine the amount of construction employee need created by a construction worker, annually.

Table III.16: *Construction Employment and Need for Housing*, sets out the number of employees needed to construct different size non-residential development based on the fact that one construction employee builds 859 square feet of space annually (See the column in Table III.16 labeled "Employee Years to Construct Non-Residential Development"). Specifically, the table displays the number of employee years it takes to construct a building of a certain size.

Construction employment is measured in employee years (employee years to construct units). Non-residential development has no such time dimension. Employees will have a definable career and dwellings have an expected life. In estimating the demand construction employees place on non-residential development, it must be recognized that construction employees require housing only during the period of actual construction of the home (even though they live in the community over their career). This must be accounted for in the analysis. The average construction worker career is 40 years. To account for this circumstance, the calculation of

²⁹ This construction analysis aggregates residential and non-residential construction because the average wages and average number of employees needed to construct 1,000 square feet of a structure for both residential and non-residential development is not significantly different.

construction employee years to construct the non-residential development is therefore divided by 40 to convert to the needed housing over the work career of the employee (See column in Table III.16 labeled "Employees Needed (Over Career of Employee)").

Next, to determine the needed number of residential units these construction employees demand in Islamorada, the employee equivalent is then divided by the average number of employees per dwelling unit that exist today in Islamorada (1.586³⁰) to estimate the fraction of a dwelling unit needed to house the employees engaged in residential construction of homes (See column labeled "Housing Units Needed for Employees"). As shown in Table III.16: *Construction Employment and Need for Housing in Islamorada*, this calculation results in a little over .019 of a dwelling unit demanded for construction employees for every 1,000 square feet of construction.

Table III.16: CONSTRUCTION EMPLOYMENT AND NEED FOR HOUSING IN ISLAMORADA			
Building Size	Employee Years to Construct Non-Residential Development	Employees Needed (Over Career of Employee)	Housing Units Needed for Employees
500	0.601	0.015	0.009
750	0.901	0.023	0.014
1,000	1.201	0.030	0.019
1,500	1.802	0.045	0.028
2,000	2.403	0.060	0.038
2,500	3.004	0.075	0.047
3,000	3.604	0.090	0.057
3,500	4.205	0.105	0.066
4,000	4.806	0.120	0.076
4,500	5.406	0.135	0.085
5,000	6.007	0.150	0.095

2. Post Construction Impacts

The employment impacts on non-residential development, once the building is constructed, comes from the employees that work at the businesses/land uses that use the buildings. In determining the need for affordable housing created by nonresidential development, post-construction, the analysis went through four steps.

First, all nonresidential development was categorized into 8 land use categories, as defined by the Florida Department of Revenue codes. Each

³⁰ See Appendix B: *Employees Per Household, Monroe County*.

of the 8 land use categories, and the general uses included in the definition of each category are set out below.

Retail uses includes stores, department stores, supermarkets, shopping centers, restaurants, financial institutions, repair service shops, service stations, auto sales and repair, parking lots, and wholesale outlets.

Office uses includes professional and non-professional office buildings, professional services buildings, and insurance company offices.

Industrial uses include light manufacturing; lumber yards; warehousing and distribution terminals; equipment and materials storage facilities; and other similar uses.

Tourist/Recreational uses include theatres, auditoriums, nightclubs, bowling alleys, tourist attractions, camps, race tracks, golf courses, hotels, motels and ancillary spaces within hotels or motels such as restaurants and shops. In this study, based upon the unique characteristics of Islamorada, tourist land uses are divided into two sub-categories. This first is relevant to the expansion or redevelopment of existing hotel, motel or similar accommodations, and the second is relevant to net new tourist development. This new tourist development includes all tourist/recreational uses outlined above.

Institutional uses include churches; private schools; colleges; daycares; privately owned hospitals; homes for the aged; orphanages; clubs; cultural organizations; and similar uses.

Governmental uses include military facilities; parks and recreational areas; governmental office buildings; and other publicly owned facilities.

Residence uses include household living type uses, including but not limited to single-family units, multi-family units, townhouses, and mobile homes.

Other uses include utility, gas, and electric uses, mining, sewage disposal facilities.

Second, the employment and average household earnings in the county was assigned to one of the eight land use categories. This had to be done because the employment and wage data is categorized into the following industrial sectors: Natural Resources and Construction; Manufacturing; Wholesale Trade; Retail Trade; Trade, Transportation and Utilities; Information (e.g., printing, publishing, TV, etc.); Financial Activities; Professional and Business Services; Education and Health Services; Leisure

and Hospitality; Other Services (which includes operation and maintenance employees); and Government.

The industrial sectors were assigned to the 8 land use categories, based on the description of employment activities related to land uses and related principles found in the *Standard Industrial Classification Manual* (published by the US Government Printing Office); the classic *Land Use Information Systems* (Clawson and Stewart, by Resources for the Future, 1965); *Planner's Estimating Guide: Projecting Land-Use and Facility Needs* (A. C. Nelson, Chicago: Planners Press, 2004); and *Standard Land Use Coding Manual*, (Urban Renewal Administration and Bureau of Public Roads, Government Printing Office, 1965). The percentage assignment of employment for each industry to the corresponding land use categories is set out in Table III.17: *Assignment of Industries to Land Use Categories, Monroe County*.³¹

Table III.17: PERCENTAGE ASSIGNMENT OF INDUSTRIES TO LAND USE CATEGORIES, MONROE COUNTY									
Land Use	Govern- mental	Industrial	Instituti onal	Office	Other	Retail	Residence	Tourist/ Recreational	No Location
Natural Resource & Construction*		15.0%		10.0%			24.0%		51.0%
Manufacturing		75.0%		15.0%	10.0%				
Wholesale Trade ³²		70.0%		10.0%		20.0%			
Retail Trade ³³						90.0%		10.0%	
Trade, Transport & Utilities	15.0%	50.0%		15.0%	10.0%	10.0%			
Information		35.0%		35.0%	10.0%	10.0%			10.0%
Financial Activities		10.0%	20.0%	58.5%		5.0%	6.5%		
Prof. & Bus Services		11.0%	10.0%	30.0%		5.0%	44.0%		
Education & Health Services	30.0%		30.0%	23.7%		5.0%	11.3%		
Leisure & Hospitality					10.0%	20.0%		70.0%	
Other Services		10.0%	10.0%	10.0%	10.0%		46.7%	10.0%	3.3%
Government	90.0%			10.0%					

* For historical data, The Florida Agency for Workforce Innovation reports natural resource industries with construction. For 2005, Monroe County reported 105 individuals employed in mining, indicating that 96% of employees in Natural Resources and Construction are construction employees.

Then, using the percentage assignments of industry employment to land use classifications, the number of employees for each industry was translated into employees per land use categories. See Table III.18: *Estimated Industry Employment by Land Use Categories, Monroe County*.

³¹ It should be noted that some employees, like construction workers, do not work at specific locations. These employees are assigned to the "No Location" category.

³² Wholesale trade is broken out from the broader category of Trade, Transport & Utilities. See Appendix D: *Employment and Household Earnings by Industry*.

³³ Retail trade is broken out from the broader category of Trade, Transport & Utilities. See Appendix D: *Employment and Household Earnings by Industry*.

Average household earnings were then calculated for each land use by multiplying the number of employees per land use times the 2006 estimated household earnings based upon the industry in which the employee is working³⁴, and then dividing the product by the number of workers estimated for that land use (See Table III.18).

Table III.18:
ESTIMATED INDUSTRY EMPLOYMENT BY LAND USE CATEGORIES, MONROE COUNTY

Land Use	Govern- mental	Industrial	Institu- tional	Office	Other	Retail	Tourist/ Recreati- onal	No Location	Totals
Natural Resource & Construction	0	349	0	233	0	0	0	1,187	2,328
Manufacturing	0	214	0	43	29	0	0	0	285
Wholesale Trade	0	364	0	52	0	104	0	0	520
Retail Trade	0	0	0	0	0	4,998	555	0	5,553
Trade, Transport & Utilities	234	782	0	234	156	156	0	0	1,563
Information	0	160	0	160	46	46	0	46	457
Financial Activities	0	236	473	1,383	0	118	0	0	2,363
Prof. & Bus Services	0	286	260	781	0	130	0	0	2,603
Ed & Health Services	1,215	0	1,215	960	0	202	0	0	4,050
Leisure & Hospitality	0	0	0	0	1,154	2,308	8,077	0	11,539
Other Services	0	150	150	150	150	0	150	50	1,502
Government	2,819	0	0	313	0	0	0	0	3,132
TOTAL	4,268	2,541	2,098	4,309	1,535	8,062	8,783	1,283	35,895
Average Household Earnings	\$46,369	\$41,546	\$40,528	\$42,861	\$27,934	\$28,801	\$25,114	\$34,908	\$34,261

Source: Standard Industrial Classification Manual by the U.S. Government Printing Office. Land Use Information Systems by Clawson and Stewart, published by Resources for the Future in 1964. Planner's Estimating Guide: Projecting Land-Use and Facility by A.C. Nelson.

Third, the amount of building space (in square feet) provided, on average, per employee, was determined for each land use category. Using data obtained from the Monroe County Property Appraiser on the amount of development built (in square feet) within each land use category, the aggregate square feet of space in the county for each land use category was determined, from 2001-2005. This data was then compared over time to the number of employees in each land use category (See Table III.18: *Estimated Industry Employment by Land Use Categories, Monroe County*) to determine the amount of floor area (in square feet) on average, provided for each employee by each land use category. This analysis is outlined in Table III.19: *Floor Area and Employment by Land Use Category; Floor Area per Employee by Land Use, Monroe County, 2001-2005*.

³⁴ See Appendix D: *Employment and Household Earnings by Industry*.

TABLE III.19 FLOOR AREA AND EMPLOYMENT BY LAND USE CATEGORY, FLOOR AREA PER EMPLOYEE, MONROE COUNTY						
	2001	2002	2003	2004	2005	Typical FT ² Over Period
Government						
Square Ft		4,303,124	3,698,871	4,475,274	4,907,524	
Employment	4,447	4,417	4,523	4,356	4,268	
Square Ft Per Employee		974	818	1,027	1,150	1,049
Industrial						
Square Ft		1,946,221	1,343,901	1,837,525	1,957,005	
Employment	2,625	2,576.64	2,558	2,501	2,541	
Square Ft Per Employee		755.33	525.27	734.72	770.07	753
Institutional						
Square Ft		1,530,746	1,343,901	1,677,183	1,675,718	
Employment	2,117	2,144.30	2,218	2,112	2,098	
Square Ft Per Employee		713.87	606.04	793.97	798.72	769
Office						
Square Ft		2,138,672	2,185,012	2,531,368	2,566,490	
Employment	4,814	4,2615	4,396	4,295	4,309	
Square Ft Per Employee		502	457	589	596	563
Retail						
Square Ft		5,356,420.85	5,163,367	5,817,640	5,730,691	
Employment	8,592	8,422.25	8,302	8,198	8,062	
Square Ft Per Employee		635.98	621.92	709.64	710.80	685
Tourist						
Accommodation Expansion or Re-Development						
Floor Area		4,765,792	3,834,821	4,761,362	4,761,362	4,553,171
Employees	4,976	4,592	4,728	4,855	4,570	
Ft ² per Employee		1,037.96	811.09	980.81	1,041.87	1,019
New Tourist Development						
Square Ft		6,275,497.50	4,952,982.50	5,960,111.50	5,703,320.00	
Employment	9,285	9,095.80	9,125	9,196	8,783	
Square Ft Per Employee		689.93	542.80	648.15	649.37	663
Other						
Employment	1,615	1,566.40	1,570	1,580	1,535	1,615

SOURCE: Monroe County Property Appraiser and Table III.19: Percentage Assignment of Industries to Land Use Categories.

This analysis shows that the square feet per employee ratios have increased slightly over the time period for each land use category with some fluctuations. The typical square footage per employee for each land use

category is identified in the last column, and provides a good estimate in 2006 for the amount of square feet provided per employee, by land use category.

Finally, and based on the previous analyses, the demand for workforce housing units created by a specific amount (1,000 square feet) of net floor area of development was determined, by land use category. This was done in the following way, which is set out in Table III.20: *Non-Residential Post-Construction Housing Need per 1,000 Square Feet*. First, the number of employees employed per 1,000 square feet of space was determined, by land use category, based on the analysis conducted in Table III.19. Then, based on the fact that each household in the Village includes 1.586 employees, the actual number of affordable housing units needed per 1,000 square feet of development was determined ("Housing Units Needed for Employees" column in Table III.20).³⁵

TABLE III.20: NON-RESIDENTIAL POST CONSTRUCTION AFFORDABLE HOUSING NEED PER 1,000 SQUARE FEET			
Land Use	Household Earnings	Employees / 1,000 Square Ft	Housing Units Needed for Employees/ 1,000 Square Ft
Governmental	\$73,518	0.953	0.601
Industrial	\$65,872	1.327	0.837
Institutional	\$64,258	1.301	0.821
Office	\$67,956	1.778	1.121
Retail	\$45,664	1.460	0.921
Tourist			
Accommodation Expansion	\$39,819	0.981	0.619
New Development	\$39,819	1.509	0.952

3. Assistance to Address Workforce Housing Need

As outlined in the residential mitigation fee section (III.B.3: *Assistance to Address Workforce Housing Need*), housing in Islamorada has become unaffordable to not only low-wage earning households, but also to households earning the median household income and higher. To adequately address the different types of households that will need workforce housing assistance in Islamorada, three Workforce Housing Categories are developed in this Study (see discussion in Section

³⁵ See Appendix B: *Employees per Household, Monroe County*, for the calculation of employees per household.

III.B.2, *Assistance to Address Workforce Housing Need*). The intent of the categories is to identify the type of unit that is appropriate for the level of income identified in each of the three categories. For example, it is logical to think that a household earning \$60,000 lives in a larger and more expensive house than a household earning \$30,000. These three categories address this issue. These categories are used to better assess workforce housing mitigation at a level that is reflective of the different income categories in the community.

Table III.21: Workforce Housing Categories, Islamorada outlines the specific costs and unit sizes for each of the three Workforce Housing Categories. (See Appendix C: *Shortage (Housing Assistance) Calculations*, for more detail on the incomes that can afford the workforce units in each of these categories.)

TABLE III.21 WORKFORCE HOUSING CATEGORIES, ISLAMORADA			
	Category 1	Category 2	Category 3
Area (FT ²)	500	700	900
Construction Type	Modular	Modular	Modular
Housing Unit Type	Multi-Family Attached	Multi-Family Attached	Multi-Family Attached
Number of Bedrooms	1	2	3
Construction Cost per FT	\$175	\$175	\$175
Construction Cost	\$87,500	\$122,500	\$157,500
Site Prep	\$40,000	\$40,000	\$40,000
Land	\$45,000	\$63,000	\$81,000
Total	\$172,500	\$225,500	\$278,500
Income Required to Afford a Unit			
Income Ratio for Determining Housing Affordability	29.32%	29.32%	29.32%
Annual Household Income Needed to Purchase Unit	\$50,573	\$66,578	\$82,584
Income per Worker in Household	\$31,897	\$41,992	\$52,087

As Table III.21 shows, the type of construction and the cost per square foot to construct the units are the same for all three Workforce Housing Categories. The variation in unit costs is solely dependent upon the size of the unit. The cost shown is a turn-key cost of production under prevailing market conditions. Table III.21 also shows the differences in both household and employee income levels that are needed to make the prototypical units affordable (in Table III.21, see "Annual Household Income Needed to Purchase the Unit").

Next, and for the purposes of measuring the assistance needed to make units affordable to members of the workforce earning different income levels, the household income levels were evaluated for the different members of the workforce (see Appendix D: *Employment and*

Household Earnings by Industry, Monroe County, 2005-2006), and then compared to the household income levels needed to make the prototypical units affordable in each of the Workforce Housing Categories. Based on this comparison, the household income levels were matched with the Workforce Housing Categories that most closely aligned with the income levels. This alignment is shown in Table III.22 *Workforce Housing Categories for Non-Residential land Uses*

TABLE III.22: WORKFORCE HOUSING CATEGORIES FOR NON-RESIDENTIAL LAND USES		
	Household Earnings	Affordable Housing Category
Construction	\$53,590	Category 2
Governmental	\$73,518	Category 3
Industrial	\$65,872	Category 3
Institutional	\$64,258	Category 3
Office	\$67,956	Category 3
Retail	\$45,664	Category 1
Tourist	\$39,819	Category 1

a) **Workforce Housing Assistance for Construction Employee Households**

Once the cost for a prototypical workforce housing unit for workers in different income categories is determined, the next step is to identify the amount of assistance that an employee household requires to afford a prototypical unit within their income category. According to the employment and household earnings for the construction industry in Monroe County (see Appendix D: *Employment and Household Earnings by Industry*), individual annual employee earnings are \$33,800, and annual household earnings are \$53,590. Based on these earnings, a construction employee household could afford to spend \$182,792 for housing. As mentioned in the previous section and based upon their income, construction employee households qualify for Category 2 affordable housing that is estimated to cost \$225,500. Given the construction employee household earnings and the maximum housing cost that a construction employee household could afford (\$182,792), Category 2 level of housing requires \$42,708 of workforce housing assistance per worker household to afford a unit. In other words, the difference between the cost of a Category 2 house (\$225,500) and the maximum housing cost that a construction employee household can afford (\$182,792) is the workforce housing assistance needed for a construction employee household to afford a unit (\$42,708). See Table III.23: *Housing Affordability for Construction Employees* shown below.

TABLE III.23 HOUSING AFFORDABILITY FOR CONSTRUCTION EMPLOYEES	
Construction Earnings	\$33,800
Employees per Household ³⁶	1.586
Construction Employee Household Earnings	\$53,590
Maximum Housing Cost for Construction Employee Household ³⁷	\$182,792
Available Housing Cost (Category 2)	\$225,500
Assistance Subsidy per Units Needed for Construction Employee Household	\$42,708

The housing assistance for construction employees, by unit size, is shown in Table III.24: *Construction Employment and Need for Housing in Islamorada*.

Table III.24: CONSTRUCTION EMPLOYMENT AND NEED FOR HOUSING, ISLAMORADA				
Building Size	Employee Years to Construct Units	Employees Needed (Over Career of Employee)	Housing Units Needed for Employees	Housing Assistance Needed per Unit
500	0.601	0.015	0.009	\$405
750	0.901	0.023	0.014	\$607
1,000	1.201	0.030	0.019	\$809
1,500	1.802	0.045	0.028	\$1,214
2,000	2.403	0.060	0.038	\$1,618
2,500	3.004	0.075	0.047	\$2,023
3,000	3.604	0.090	0.057	\$2,427
3,500	4.205	0.105	0.066	\$2,832
4,000	4.806	0.120	0.076	\$3,236
4,500	5.406	0.135	0.085	\$3,641
5,000	6.007	0.150	0.095	\$4,045

b) Workforce Housing Assistance for Post-Construction Employee Households

As is outlined earlier, based on the household earnings identified in Table III.18: *Estimated Industry Employment by Land Use Categories, Monroe County*, the employees in the post-construction land use categories were aligned with the Workforce Housing Categories identified in Table III.25: *Workforce Housing Categories for Non-Residential Post-Construction Employment by Land Use Category*.

³⁶ See Appendix B: *Employees per Household, Monroe County*, for an explanation of the calculation used to result in this figure.

³⁷ The maximum housing cost for a construction employee household is calculated by dividing the construction employee household earnings (\$53,590) by the income ratio for determining housing affordability (29.32%).

TABLE III.25: WORKFORCE HOUSING CATEGORIES FOR NON-RESIDENTIAL POST-CONSTRUCTION EMPLOYMENT BY LAND USE CATEGORY		
	Household Earnings	Workforce Housing Category
Governmental	\$73,518	Category 3
Industrial	\$65,872	Category 3
Institutional	\$64,258	Category 3
Office	\$67,956	Category 3
Retail	\$45,664	Category 1
Tourist- Accommodation Expansion	\$39,819	Category 1
Tourist- New Development	\$39,819	Category 1

According to this data, the household earnings for each non-residential post-construction employment in Monroe County are \$73,518 for governmental land uses, \$65,872 for industrial land uses, \$64,258 for institutional land uses, \$67,956 for office land uses, \$45,664 for retail land uses, and \$39,819 for tourist land uses. Based on these earnings, Table III.26: *Post-Construction Housing Affordability Gap by Land Use, Monroe County*, outlines the amount each employee household could afford to spend for housing (see the row labeled "Affordability Limit"), by land use categories, and the shortage, or workforce housing assistance needed to address the shortage, based on the amount of non-residential square feet developed in each land use category.

The difference between the cost to develop the prototypical unit (based on the Workforce Housing Unit Category) and the amount a household could afford to pay for housing is the shortage, or assistance needed to acquire housing (see "Housing Assistance Needed" in Table III.26). For example, retail employees qualify for Category 1 housing, which costs \$172,500. Retail employee households earn on average \$45,664 and can afford to purchase a house priced at \$155,757. The difference between these categories is the shortage or assistance needed to afford a unit -- \$16,743. If this workforce housing assistance were to be put into terms of the housing assistance needed per square foot of new retail development built, it would result in \$15.42 per square foot of development (see "Assistance Needed Per FT² of Non-Residential Development" in Table III.26).

Table III.26:
POST-CONSTRUCTION HOUSING AFFORDABILITY GAP BY LAND USE, MONROE COUNTY

	Non-Residential FT ² per Employee	Income per Household	Affordability Limit ³⁸	Housing Cost for Prototypical Unit	Housing Assistance Needed	Assistance Needed per FT ² of Non-Residential Development
Government	1,049	\$73,518	\$250,764	\$278,500	\$27,736	\$16.67
Industrial	753	\$65,872	\$224,686	\$278,500	\$53,814	\$45.05
Institutional	769	\$64,258	\$219,179	\$278,500	\$59,321	\$48.68
Office	563	\$67,956	\$231,794	\$278,500	\$46,706	\$52.37
Retail	685	\$45,664	\$155,757	\$172,500	\$16,743	\$15.42
Tourist						
Accommodation Expansion	1,019	\$39,819	\$135,819	\$172,500	\$36,681	\$22.69
New Development	663	\$39,819	\$135,819	\$172,500	\$36,681	\$34.92

Table III.27: *Post Construction Housing Affordability Gap by Land Use, Islamorada*, shows the employees, employee households, and housing assistance needed based on 1,000 square feet of development for each land use.

Table III.27
POST CONSTRUCTION HOUSING AFFORDABILITY GAP BY LAND USE, ISLAMORADA

	per 1,000 FT ²		Gap per 1,000 FT ²
	Employees	Households	
Government	0.953	0.601	\$16,669
Industrial	1.327	0.837	\$45,046
Institutional	1.301	0.821	\$48,685
Office	1.778	1.121	\$52,370
Retail	1.460	0.921	\$15,418
Tourist			
Accommodation Expansion	0.981	0.619	\$22,694
New Development	1.509	0.952	\$34,917

4. Summary of Need for Workforce Housing by Housing Units

Table III.28: *Need for Workforce Housing Created by Non-Residential Development, Monroe County*, summarizes the total workforce housing unit need for non-residential development for both construction and post-construction employees by land use.

³⁸ The maximum housing cost for an employee household is calculated by dividing the employee household earnings by the income ratio for determining housing affordability (29.32%).

TABLE III.28: NEED FOR WORKFORCE HOUSING CREATED BY NON-RESIDENTIAL DEVELOPMENT, MONROE COUNTY			
	Housing Units Needed for Construction Employed Households	Housing Units Needed for Post-Construction Employed Households	Total Housing Units Needed
Per 1,000 Square Feet			
Governmental	0.019	0.601	0.620
Industrial	0.019	0.837	0.856
Institutional	0.019	0.821	0.840
Office	0.019	1.121	1.140
Retail	0.019	0.921	0.940
Tourist			
Accommodation Expansion	0.019	0.619	0.638
New Development	0.019	0.952	0.971

5. Non-Residential Mitigation

As is outlined above, the wages and salaries earned by a significant portion of Islamorada's workforce that works in the businesses and related entities that make up non-residential development are insufficient to allow these employees to obtain market housing at a price they can reasonably afford. After determining the number and type of employees that serve non-residential development (construction and post-construction workers), and how many of these employees cannot reasonably afford housing in Islamorada, the next step is to identify the degree of workforce housing need created by non-residential development, and then outline mitigation options.

a) Measuring Need

Based on the previous analysis outlined in this section, the degree of workforce housing need for non-residential development in Islamorada is determined using the following formulae, by land use category.

Non-Residential Construction Employees' Workforce Housing Need

Construction Employees = 0.00003 * Square feet of Non-Residential Development

Needed Units (Construction Employee Households) = Construction Employees ÷ 1.568

Construction Assistance Needed = Needed Units (Construction Employee Households) * \$42,708

Governmental Land Use Employees' Workforce Housing Need

Workforce Housing Units Needed for Governmental Employees =

(0.601 * Square Feet of Development) ÷ 1,000

Assistance Needed = Square Feet of Development * \$17.47

Industrial Land Use Employees' Workforce Housing Need

Workforce Housing Units Needed for Industrial Employees =

(0.837 * Square Feet of Development) ÷ 1,000

Assistance Needed = Square Feet of Development * \$45.85

Institutional Land Use Employees' Workforce Housing Need

Workforce Housing Units Needed for Institutional Employees =

$(0.821 * \text{Square Feet of Development}) \div 1,000$
Assistance Needed = Square Feet of Development * \$49.49

Office Land Use Employees' Workforce Housing Need
Workforce Housing Units Needed for Office Employees =
 $(1.121 * \text{Square Feet of Development}) \div 1,000$
Assistance Needed = Square Feet of Development * \$53.17

Retail Land Use Employees' Workforce Housing Need
Workforce Housing Units Needed for Retail Employees =
 $(0.921 * \text{Square Feet of Development}) \div 1,000$
Assistance Needed = Square Feet of Development * \$16.22

Tourist Land Use Employees' Workforce Housing Need:

Accommodation Expansion or Redevelopment Need
Workforce Housing Units Needed for Industrial Employees =
 $(0.619 * \text{Square Feet of Development}) \div 1,000$
Assistance Needed = Square Feet of Development * \$23.50

New Tourist Development Need
Workforce Housing Units Needed for Industrial Employees =
 $(0.952 * \text{Square Feet of Development}) \div 1,000$
Assistance Needed = Square Feet of Development * \$35.72

TOTAL UNITS NEEDED = Units Needed for Construction Employee Households + Units Needed for Employees (by Appropriate Land Use Category)

TOTAL ASSISTANCE NEEDED = Construction Assistance Needed + Assistance Needed for Units by Appropriate Land Use Category

What these formulae shows is that the degree of need for workforce housing from non-residential development can be determined either by workforce housing unit(s) (or a fraction thereof), or a workforce housing assistance amount that needs to be paid to provide funds for those employees (or fraction thereof) in need of workforce housing.

Because workforce housing need for non-residential development is based on the size and type of the non-residential development, the formula for the appropriate land use will need to be applied to each non-residential development, individually, based on its size (square footage). Table III.29: *Need for Workforce Housing Created by Non-Residential Development*, however, provides examples of workforce housing need for varying sized non-residential buildings, both in terms of the need for workforce housing units (or a fraction thereof), and workforce housing assistance.

TABLE III.29:
NEED FOR WORKFORCE HOUSING CREATED BY NON-RESIDENTIAL DEVELOPMENT

Land Use	Construction		Post-Construction		Total Workforce Housing Units Needed	Total Workforce Housing Assistance Needed
	Workforce Housing Units Needed	Workforce Housing Assistance Needed	Workforce Housing Units Needed	Workforce Housing Assistance Needed		
Per 1,000 Square Ft						
Governmental	0.019	\$809	0.601	\$16,669	0.620	\$17,478
Industrial	0.019	\$809	0.837	\$45,046	0.856	\$45,855
Institutional	0.019	\$809	0.821	\$48,685	0.840	\$49,494
Office	0.019	\$809	1.121	\$52,370	1.140	\$53,179
Retail	0.019	\$809	0.921	\$15,418	0.940	\$16,227
Tourist						
Expansion	0.019	\$809	0.619	\$22,694	0.638	\$23,503
New Development	0.019	\$809	0.952	\$34,917	0.971	\$35,726

APPENDIX A: RESIDENTIAL SALES, VILLAGE OF ISLAMORADA, 2000-2005

Selling Price	Single Family		Condominium		Mobile Home		Total	
	Number	%	Number	%	Number	%	Number	%
<\$50,000								
2000	6	1%	6	1%	0	0%	12	3%
2001	13	3%	1	2%	0	0%	23	6%
2002	21	5%	8	2%	0	0%	29	7%
2003	6	1%	10	2%	0	0%	16	4%
2004	3	1%	4	1%	0	0%	7	1%
2005	2	1%	0	0%	0	0%	2	1%
\$50,001-\$100,000								
2000	13	3%	26	6%	3	1%	42	9%
2001	12	3%	19	5%	0	0%	31	8%
2002	14	3%	5	1%	3	1%	22	5%
2003	9	2%	8	2%	0	0%	17	4%
2004	7	1%	2	0%	0	0%	9	2%
2005	5	1%	3	1%	0	0%	8	2%
\$100,001-\$150,000								
2000	34	7%	45	10%	2	0%	81	18%
2001	15	4%	37	9%	2	0%	54	13%
2002	15	4%	15	4%	0	0%	30	7%
2003	5	1%	8	2%	3	1%	16	4%
2004	8	2%	5	1%	0	0%	13	2%
2005	0	0%	1	0%	0	0%	1	0%
\$150,001-\$200,000								
2000	48	10%	63	14%	0	0%	111	24%
2001	36	9%	20	5%	1	0%	57	14%
2002	29	7%	22	5%	1	0%	52	13%
2003	8	2%	9	2%	1	0%	18	4%
2004	4	1%	11	2%	2	0%	17	3%
2005	0	0%	1	0%	0	0%	1	0%
\$200,001-\$250,000								
2000	28	6%	10	2%	1	0%	39	8%
2001	35	9%	3	1%	0	0%	38	9%
2002	31	8%	19	5%	1	0%	51	12%
2003	14	3%	24	6%	0	0%	38	9%
2004	6	1%	12	2%	0	0%	18	3%
2005	1	0%	1	0%	1	0%	3	1%
\$250,001-\$300,000								
2000	29	6%	5	1%	0	0%	34	7%

³⁹ Due to rounding, the sum of the percentages for each housing type in each row may not equal the total percentage at the end of the row.

TABLE A.1: RESIDENTIAL SALES, ISLAMORADA 2000-2005 ³⁹									
Selling Price	Single Family		Condominium		Mobile Home		Total		
	Number	%	Number	%	Number	%	Number	%	
2001	43	10%	10	2%	0	0%	53	13%	
2002	29	7%	4	1%	0	0%	33	8%	
2003	35	8%	12	3%	1	0%	48	12%	
2004	4	1%	11	2%	0	0%	15	3%	
2005	2	1%	5	1%	1	0%	8	2%	
\$300,001-\$350,000									
2000	16	3%	3	1%	1	0%	20	4%	
2001	28	7%	7	2%	0	0%	35	9%	
2002	21	5%	4	1%	0	0%	25	6%	
2003	23	6%	11	3%	1	0%	35	8%	
2004	21	4%	10	2%	0	0%	31	6%	
2005	4	1%	7	2%	0	0%	11	3%	
\$350,001-\$400,000									
2000	26	6%	1	0%	0	0%	27	6%	
2001	25	6%	1	0%	0	0%	26	6%	
2002	23	6%	6	1%	0	0%	29	7%	
2003	24	6%	10	2%	0	0%	34	8%	
2004	22	4%	8	2%	0	0%	30	6%	
2005	8	2%	14	4%	1	0%	23	6%	
\$400,001-\$450,000									
2000	16	3%	1	0%	0	0%	17	4%	
2001	13	3%	1	0%	0	0%	14	3%	
2002	15	4%	3	1%	0	0%	18	4%	
2003	19	5%	7	2%	0	0%	26	6%	
2004	15	3%	11	2%	0	0%	26	5%	
2005	9	2%	19	5%	0	0%	28	8%	
\$450,001-\$500,000									
2000	12	3%	3	1%	0	0%	15	3%	
2001	11	3%	1	0%	0	0%	12	3%	
2002	17	4%	0	0%	0	0%	17	4%	
2003	11	3%	1	0%	0	0%	12	3%	
2004	15	3%	16	3%	1	0%	32	6%	
2005	13	4%	14	4%	0	0%	27	7%	
\$500,001-\$550,000									
2000	7	2%	0	0%	0	0%	7	2%	
2001	14	3%	0	0%	0	0%	14	3%	
2002	15	4%	6	1%	0	0%	21	5%	
2003	6	1%	6	1%	0	0%	12	3%	
2004	7	1%	7	1%	0	0%	14	3%	
2005	13	4%	6	2%	0	0%	19	5%	
\$550,001-\$600,000									
2000	9	2%	0	0%	0	0%	9	2%	
2001	4	1%	2	0%	0	0%	6	1%	
2002	5	1%	5	1%	0	0%	10	2%	

Islamorada, Village of Islands, Florida
Workforce Housing Support Study
Clarion – Nicholas – RRC | September 2007

A-2

EXHIBIT A

TABLE A.1: RESIDENTIAL SALES, ISLAMORADA 2000-2005 ³⁹									
Selling Price	Single Family		Condominium		Mobile Home		Total		
	Number	%	Number	%	Number	%	Number	%	
2003	12	3%	5	1%	0	0%	17	4%	
2004	9	2%	0	0%	0	0%	9	2%	
2005	9	2%	3	1%	1	0%	13	4%	
\$600,001-\$650,000									
2000	1	0%	3	1%	0	0%	4	1%	
2001	7	2%	4	1%	0	0%	11	3%	
2002	11	3%	1	0%	0	0%	12	3%	
2003	15	4%	2	0%	0	0%	17	4%	
2004	20	4%	1	0%	0	0%	21	4%	
2005	13	4%	4	1%	0	0%	17	5%	
\$650,001-\$700,000									
2000	9	2%	3	1%	0	0%	12	3%	
2001	5	1%	3	1%	0	0%	8	2%	
2002	11	3%	0	0%	0	0%	11	3%	
2003	13	3%	4	1%	0	0%	17	4%	
2004	14	3%	0	0%	0	0%	14	3%	
2005	6	2%	15	4%	0	0%	21	6%	
> \$700,000									
2000	31	7%	1	0%	0	0%	32	7%	
2001	24	6%	4	1%	0	0%	28	7%	
2002	46	11%	3	1%	0	0%	49	12%	
2003	82	20%	11	3%	0	0%	93	22%	
2004	231	44%	36	7%	0	0%	267	51%	
2005	147	40%	40	11%	0	0%	187	51%	
All Units									
2000	285	62%	170	37%	7	2%	462	100%	
2001	285	70%	122	30%	3	1%	410	100%	
2002	303	74%	101	25%	5	1%	409	100%	
2003	282	68%	128	31%	6	1%	416	100%	
2004	386	74%	134	26%	3	1%	523	100%	
2005	232	63%	133	36%	4	1%	369	100%	
Grand Total	1,773	68%	788	30%	28	1%	2,589	100%	

Source: Monroe County Property Appraiser

APPENDIX B: EMPLOYEES PER HOUSEHOLD, MONROE COUNTY

Table B.1: EMPLOYED PERSONS PER HOUSEHOLD	
<i>Monroe County</i>	
Total Households	35,106
Households with Earnings (may have multiple workers)	27,689
Households without Earnings	7,417
Labor Force (some not employed, such as retirees)	45,192
Number Employed	43,901
Workers per Household	1.632
Employed Workers per Household	1.586
<i>Islamorada, Village of Islands</i>	
Persons per Household (all households)	2.100
Persons per Household Where One or More Person(s) is Employed	2.560
Persons per Household Where No Persons are Employed	1.890

SOURCE: US Bureau of the Census' American Factfinder <http://factfinder.census.gov>,
US Bureau of the Census Public Use Micro-Sample, and Florida Agency for
Workforce Innovation, Labor Market Statistics.

The focus of the Support Study is to determine the need created for workforce housing for the workforce by residential and non-residential development. In order to determine employed workers per household, recent census data was reviewed related to the number of households and employees in Monroe County. (See Table B.1: Employed Persons per Household.) To determine the average number of employed workers per household from this data, the number of persons employed was divided by households with earnings. The calculation is as follows:

$$\text{Number Employed} \div \text{Households with Earnings} = \text{Employed Workers per Household}$$

or

$$43,901 \div 27,689 = 1.586$$

Additional data is provided here that illustrates the average number of persons per household in Islamorada for all households, for households with one or more employed persons, and for households with no employed persons.

APPENDIX C: SHORTAGE (HOUSING ASSISTANCE) CALCULATIONS

Employee Income Needed to Afford Each of the Prototypical Residential Units in the Workforce Affordability Categories.

To determine the annual employee income needed to afford a residential unit in each of the four categories of workforce housing in Islamorada, an analysis was conducted determining what expenses the employee household incurs to purchase and finance a prototypical residential unit. In the analysis, it is assumed the employee makes a down payment of 3% on the purchase of the home, and takes out a 30 year mortgage at an interest rate of 5.93 percent a year. It is also assumed that the maximum monthly expenses on housing incurred by the employee do not exceed 30 percent of income. Table C.1: *Income Needed to Afford Housing*, outlines the expenses incurred (and assumed) for each category of workforce housing. It shows an annual employee income of \$39,468 is needed to be able to reasonably afford a residential unit priced at \$212,250 (Category 1); an annual employee income of \$43,607 is needed to afford a residential unit priced at \$233,980 (Category 2); an annual employee income of \$47,039 is needed to afford a residential unit priced at \$252,000 (Category 3); and an annual employee income of \$62,182 is needed to afford a residential unit priced at \$331,500 (Category 4).

TABLE C.1: INCOME NEEDED TO AFFORD WORKFORCE HOUSING			
CALCULATION OF AFFORDABILITY			
	Category 1	Category 2	Category 3
Purchase Price	\$172,500	\$225,500	\$278,500
Down Payment	3.00%	3.00%	3.00%
Loan Term	30	30	30
Interest Rate	5.93%	5.93%	5.93%
Points	2.00%	2.00%	2.00%
Mortgage Insurance	0.60%	0.60%	0.60%
Taxes & Insurance	1.83%	1.83%	1.83%
Other Closing Costs	3.00%	3.00%	3.00%
Cash to Close	\$13,697	\$17,905	\$22,113
Mortgage	\$167,325	\$218,735	\$270,145
Mortgage Payment	\$996	\$1,302	\$1,608
Mortgage Insurance	\$84	\$109	\$135
Taxes & Insurance	\$185	\$253	\$322
Total Monthly	\$1,264	\$1,664	\$2,065
Income Ratio for Determining Housing Affordability	30.00%	30.00%	30.00%
Minimum Monthly Income	\$4,214	\$5,548	\$6,882
Annual Household Income Needed to Purchase Unit	\$50,573	\$66,578	\$82,584
Workers per Household	1.586	1.586	1.586
Income per Worker in Household	\$31,897	\$41,992	\$52,087

APPENDIX D: EMPLOYMENT AND HOUSEHOLD EARNINGS BY INDUSTRY

Earnings of Monroe County economically active households are shown below in Table D.1: *Employment and Household Earnings by Industry, Monroe County, 2006*. These wages are used to estimate the wages of employees that construct and operate and maintain residential units, and that construct and work within non-residential developments. The average annual wages for 2005 were used to project 2006 wages using a 2.9% increase over 2005, which was the 2004-2005 increase. The household earnings shown in the last column of the table are the individual employee earnings multiplied by the number of employed persons per household with earnings (1.586⁴⁰). This calculation excludes households that do not have at least one person employed. Not having anyone employed could be due to retirement, disability or unemployment. Regardless of reason, all employed without a person employed are excluded from the definition of economically active households used herein. This method of estimating economically active household income basically assumes that the earnings of the secondary worker in a household will be similar to those of the primary worker.

TABLE D.1 EMPLOYMENT AND HOUSEHOLD EARNINGS BY INDUSTRY MONROE COUNTY, 2005-2006				
Industry Title	Average Employment	Annual Wage		Household Earnings
		2005	2006	
Total, All Industries	35,895	\$32,788	\$34,214	\$54,412
Goods-Producing	2,613	\$32,352	\$33,759	\$53,689
Agriculture, Forestry, Fishing and Hunting	102	\$33,145	\$34,587	\$54,837
Construction	2,226	\$32,391	\$33,800	\$53,590
Manufacturing	285	\$31,764	\$33,146	\$52,553
Service-Providing	33,282	\$32,823	\$34,251	\$54,305
Trade, Transportation, and Utilities	7,636	\$31,256	\$32,616	\$51,712
Wholesale Trade	520	\$45,167	\$47,132	\$74,728
Retail Trade	5,553	\$27,209	\$28,393	\$45,017
Information	457	\$47,952	\$50,038	\$79,335
Financial Activities	2,364	\$42,750	\$44,610	\$70,729
Finance and Insurance	1,220	\$50,038	\$52,215	\$82,787
Real Estate and Rental and Leasing	1,144	\$34,976	\$36,497	\$57,867
Professional and Business Services	2,603	\$43,410	\$45,298	\$71,821
Education and Health Services	4,049	\$37,743	\$39,385	\$62,445
Leisure and Hospitality	11,539	\$23,788	\$24,823	\$39,357
Accommodation and Food Services	10,136	\$23,297	\$24,310	\$38,544
Other Services	1,472	\$27,466	\$28,661	\$45,442
Public Administration-Government	3,132	\$47,605	\$49,676	\$79,002

SOURCE: Florida Labor Market Statistics, September 2006.

⁴⁰ See Appendix B: Employees per Household, Monroe County.

After recording return to:
Planning and Development Services Dept.
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada Florida 33036

ORDINANCE NO.

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST OF LAH CREEKSIDE LLC, TO AMEND THE OFFICIAL ZONING MAP FROM VILLAGE CENTER (VC) TO NEIGHBORHOOD COMMERCIAL (NC) FOR THE SUBJECT PROPERTY, LOCATED ON PLANTATION KEY, WITH REAL ESTATE NUMBERS 00437590-000000, 00437610-000000, 00437630-000000 AND 00437640-000000, AS LEGALLY DESCRIBED HEREIN; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF COMMERCE.

WHEREAS, the Official Zoning Map of Islamorada, Village of Islands (the "Village") became effective April 30, 2002; and

WHEREAS, the property owner, LAH Creekside LLC, has requested an Official Zoning Map amendment from Village Center (VC) District to the Neighborhood Commercial (NC) Zoning District for a parcel consisting of approximately 1.4698 acres of land with the Parcel ID Number 00437590-000000, 00437610-000000, 00437630-000000 AND 00437640-000000 (the "Property"), as legally described below; and

WHEREAS, pursuant to Section 166.041, Florida Statutes and Sections 30-101 and 30-213 of the Village Code of Ordinances (the "Code"), the Village Local Planning Agency publicly considered the Zoning Map Amendment during a duly noticed public hearing held on June 10, 2024; and

WHEREAS, in accordance with Section 166.041, Florida Statutes, and Section 30-213 of the Village Code, notice of the public hearing(s) has been given for the proposed adoption of this Ordinance; and

WHEREAS, the Village Council of Islamorada, Village of Islands (the "Village Council") finds that the adoption of the Official Zoning Map Amendment is in the best interest of the Village and does comply with all applicable laws, as well as promotes the general health, safety, and welfare of the Village residents; and

WHEREAS, the Village Council has determined that the proposed Zoning Map Amendment is consistent with the Village Comprehensive Plan; and

WHEREAS, the Village Council desires to consider the proposed Zoning Map Amendment in accordance with State law.

NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated herein by this reference.

Section 2. Approval/Denial of Zoning Map Amendment. The Official Zoning Map Amendment is hereby approved as part of the Official Zoning Map of the Village with the following conditions:

1. No commercial fishing is permitted.
2. Docking facilities for recreational vessels shall be permitted. The mooring of recreational vessels shall be limited to vessels owned by the occupants of the affordable housing dwelling units or guests of the occupants. Guests of the occupants of the affordable housing dwelling units shall be permitted to moor vessels at the docking facilities for up to, but not to exceed, two (2) consecutive days (whether or not consecutively moored).

3. No commercial uses, except for the existing restaurant, are permitted. In the event the lawfully existing restaurant is substantially damaged or destroyed, it is permitted to be rebuilt pursuant to all requirements and development standards of the underlying zoning district.

A copy of the Official Zoning Map Amendment is attached as Exhibit "A" and incorporated herein by this reference, for the following described property:

BK 1 LTS 8 AND 9 BOATMANS COLONY PLANTATION KEY AND BK 1 LT 10 AND 11 BOATMANS COLONY PB3-90 PLANTATION KEY AND BK 1 LOTS 12 THRU 15 BOATMANS COLONY PB3-90 PLANTATION KEY

Section 3. Transmittal. The Village Clerk is hereby authorized to forward a copy of this Ordinance to the State Department of Commerce ("Commerce") for approval in accordance with Section 380.05(6), Florida Statutes.

Section 4. Effective Date. This Ordinance shall not become effective until approved pursuant to Final Order by the Florida Department of Commerce (Commerce) pursuant to Section 163.3184, Florida Statutes or if the Final Order is challenged, until the challenge to the order is resolved pursuant to Chapter 380.05, Florida Statutes.

The foregoing Ordinance was offered by Councilwoman Gillis, who moved for its adoption on first reading. This motion was seconded by Councilman Horton and upon being put to a vote, the vote was as follows:

Mayor Sharon Mahoney	NO
Vice Mayor Don Horton	YES
Councilman Joseph B. Pinder III	YES
Councilwoman Deb Gillis	YES
Councilman Steve Friedman	NO

PASSED on the first reading this 12th day of December, 2024.

[Remainder of this page intentionally left blank]

The foregoing Ordinance was offered by _____, who moved for its adoption on second reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Sharon Mahoney ____
Vice Mayor Don Horton ____
Councilman Joseph B. Pinder III ____
Councilwoman Deb Gillis ____
Councilman Steve Friedman ____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2024.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: February 11, 2025
SUBJECT: **Administrative Relief - 165 Sunset Drive TAB 14**

Background:

165 Sunset Drive LLC (the "Applicant") has applied for Administrative Relief (the "Application") pursuant to Section 30-477 of the Code of Ordinances (the "Code") of Islamorada, Village of Islands, Florida (the "Village"). Village Code Section 30-477 requires that a public hearing be held, during which the Village Council of Islamorada, Village of Islands (the "Village Council") shall consider all evidence presented regarding the Application, and shall follow the procedures, standards and criteria found within Code Sections 30-552 and 30-553, "Beneficial Use." The burden of proof shall be on the Applicant.

The subject property (the "Property") is located at 165 Sunset Drive and legally described in Exhibit "A" of the proposed Resolution (Attachment A). The Application was entered into the Building Permit Allocation System (the "BPAS") on September 16, 2020. The Application has been considered in four (4) consecutive annual allocation periods and has failed to receive an allocation award. At the close of Quarter 4 of 2024, the Application was ranked 46 with fourteen (14) points. Pursuant to the requirements set forth in Code Section 30-477(a), the Applicant was eligible to apply for Administrative Relief between 12:01 PM on September 30, 2024, and 12:00 PM on January 28, 2025. The Applicant submitted the Application for Administrative Relief on November 25, 2024.

The proposed development is one single-family, two-bedroom, two-bathroom home, approximately 1,632 square feet.

The site is approximately 5,125 square feet with allowed clearing and mitigation based on habitat.

Analysis:

Pursuant to Code Section 30-553, when considering an application for relief, the Village Council shall consider the following factors, in addition to those guidelines, within the comprehensive plan.

(1) Whether the comprehensive plan or land development regulations in effect at the time of the filing of the beneficial use application are rationally related to a legitimate government interest.

The Comprehensive Plan of Islamorada, Village of Islands (the "Village") dictates through Comprehensive Plan Policy 1-2.3.3 Residential Medium (RM) that:

"Policy 1-2.3.3: Residential Medium (RM). This designation is intended to provide stable, single-family neighborhoods and allow for uses which further the peaceful enjoyment and high-quality residential character valued by Village residents. Areas designated Residential Medium (RM) on the Future Land Use Map shall include one (1) single family unit on one lot of record, and duplexes. Duplexes shall only be permitted in Zoning Districts where legally permitted duplexes currently exist. Notwithstanding the density limitations, duplexes, triplexes and fourplexes shall be permitted on RM lots fronting U.S. 1, pursuant to the Building Permit Allocation System, if approved as affordable housing. The RM Future Land Use Map designation shall allow home occupations. Supportive community facilities ancillary to the residential uses may be located within areas designated RM. The Land Development Regulations shall provide regulatory procedures for considering the above-noted uses."

Code Section 30-684 "Residential Single-Family (R1) Zoning District" dictates that the Land Development Regulations (LDRs) affecting the property, including the purpose and intent of the R1 Zoning District: "...is to accommodate homes, homeowners' parks, and open space in single-family residential neighborhoods located in subdivisions and on streets where the primary land use is single-family residential."

The Applicant has not asserted that either the Comprehensive Plan or Land Development Regulations in effect at this time are not rationally related to a legitimate government interest. Both the Comprehensive Plan and Land Development Regulations in effect are rationally related to a number of legitimate government interests, as outlined in the Village's Comprehensive Plan and Principles for Guiding Development within the Florida Keys Area of Critical State Concern [F.S. 380.0552(7)]. The State Land Planning Agency (the Florida Department of Economic Opportunity ("DEO")) has confirmed this through the approval of the Village's Comprehensive Plan and Land Development Regulations.

(2) Whether the comprehensive plan or land development regulations in effect at the time of the filing of the beneficial use application deny all reasonable economic use of the parcel of real property.

At the time of the filing, the Application currently had a score of fourteen (14) points. Staff estimates that if the Application were to remain in the BPAS, the Property Owner may never receive an allocation based on the number of available allocations remaining within the Village.

(3) Relevant parcel.

a. Platted lots: If an applicant owns more than one platted lot, a question may exist as to whether more than one of the applicant's platted lots should be considered together as one parcel for the beneficial use determination. In determining the relevant parcel, the Village Council should focus on "the parcel as a whole" and not on particular segments or portions of the parcel. The village council shall consider three factors to determine whether individual platted lots should be combined and considered as one parcel for the purpose of the beneficial use determination:

1. The "physical contiguity" of the lots;
2. The "unity of ownership" of the lots (i.e., does the applicant own all of the lots in question);
3. The "unity of use" between the lots, i.e., platted urban lots should generally be considered as separate uses, but can be combined for purposes of a beneficial use determination if the

lots are part of a larger property, based on an analysis of the following factors, which must be applied to the particular facts and circumstances on a case-by-case basis:

- i. Was it the intent of the landowner to use the lots for a single use?
- ii. What is the suitability of the lots for a single or separate use versus a combined use?
- iii. Are the lots dependent on each other for the ability to have a single use?
- iv. Is there a reasonable economic use of the lots if unified?
- v. What is the current zoning of each lot?
- vi. What is the physical size and appearance of the lots and how are adjacent properties used or developed?
- vii. What is the actual current use of the lots?
- viii. What is the possibility of the lots being used together in the next ten years?

Factor 3a. is not applicable to the Property.

- b. The village council shall not consider anything less than a platted lot to be the parcel of real property.

The Property is a platted lot which meets the density of the Residential Single Family (R1/R1M) Zoning District.

(4) Once the relevant parcel is determined, the village council must analyze the following factors for that parcel:

- a. The economic impact of the regulation on the parcel; and

Due to the scoring and ranking system implemented in the BPAS, the Code has effectively rendered the construction of a single-family home on the Property not possible for the previous four (4) years.

- b. The extent to which the regulation has interfered with the applicant's investment-backed expectations for the parcel, including any relevant factors such as:
 1. The history of the parcel (i.e., When was it purchased? How much land was purchased? Where was the parcel located? What was the nature of title? What was the natural character of the land and how was it initially used?);

The Property was purchased for \$1,450,000.00 via Warranty Deed on August 19, 2024 and is currently developed with a garage, concrete patio, brick patio and seawall. The Property is 5,125 square feet and has no habitat map.

2. The history of the development of the parcel (i.e., What was built on the parcel and by whom? How was it subdivided and to whom, when and at what price was it sold? What plats were applied for or approved? What infrastructure is in place?);

The Property is in a legally platted subdivision recorded in Plat Book 3, Page 34. The Property is minimally developed, and infrastructure is available to serve the Property; both electricity and potable water are available.

3. The history of zoning and regulation (i.e., How, and when was the parcel classified? How was the use proscribed? What changes in classifications occurred?);

Between 1963 and 1986, the Property was zoned RU-1 (Single-Family Residential). After the effective date of the 1986 Monroe County Comprehensive Plan, the Property was zoned "Improved Subdivision" (IS) which established areas of low to medium density residential uses characterized principally by single-family detached dwellings.; the referenced zoning district permitted detached residential dwellings, along with accessory structures. Since 2002, the Property has been zoned Residential Single Family (R1), which permits the development of one (1) single-family dwelling unit.

4. How development changed when title was passed;

The Property has remained unchanged since the Property Owner purchased it.

5. What is the present nature and extent of the use of the parcel;

Presently, the Property has accessory uses and meets the minimum lot size and density for the Residential Single Family (R1) zoning district in which it is located.

6. What were the reasonable expectations of the landowner under Florida common law;

The reasonable expectation of the landowner is based on the development of the land, as it was acquired, when it was acquired. The owner must show the elimination of all or substantially all economic use of the property. Whether an owner has been deprived of all or substantially all economic use of his property must be determined on an individual basis and includes consideration of factors which may include:

1. Whether there is a physical invasion of the property.
2. The degree to which there is a diminution in value of the property. Or stated another way, whether the regulation precludes all economically reasonable use of the property.
3. Whether the regulation confers a public benefit or prevents a public harm.
4. Whether the regulation promotes the health, safety, welfare, or morals of the public.
5. Whether the regulation is arbitrarily and capriciously applied.
6. The extent to which the regulation curtails investment-backed expectations.

There is no set value assigned to any individual factor. In the instant case, the Property Owner originally purchased the Property, which has remained unchanged. Under common law, evaluation of the factors should be made as they apply to the Property.

Here, there has been no physical invasion of the Property. The total value (per Monroe County Property Appraiser) of the Property is as follows:

TAX YEAR Total Assessed Value (Before & After Date of Purchase)

2020 (Entered BPAS) \$343,096

2021 (In BPAS) \$331,445

2022 (In BPAS) \$364,590

2023 (In BPAS) 401,409

2024 (In BPAS) \$441,154

The Comprehensive Plan regulations confer a public benefit by maintaining the character of the area and preserving the density of the area. The regulations promote the health, safety, and welfare of the public by providing stability and preserving the natural conditions found in these areas. The regulations have been uniformly applied and there has been no arbitrary or capricious government action.

Given that the Property has been minimally developed since its purchase by the Property Owner, there is nothing to indicate the owner had any investment-backed expectations when the Property was purchased other than the submission of an application into the BPAS.

7. What were the reasonable expectations of the neighboring landowners under Florida common law;

Neighboring landowners have the reasonable expectation that the land surrounding them will be developed in character with the existing development and land use and zoning regulations. The Property is currently undeveloped. It is reasonable to assume that the neighboring landowners could expect the development of a single-family dwelling unit but only after demonstration of compliance with the applicable regulations and the receipt of a required allocation through the BPAS.

8. What was the diminution in the investment-backed expectations of the landowner, if any, after passage of the regulation; and

The total assessed value of the Property in 2024 was 441,154 when the current property owner purchased the property.

The Village's BPAS regulations were in effect at the time the Previous Property Owner submitted the application into the BPAS and therefore do not result in a diminution in the investment-backed expectation of the Property Owner. Furthermore, prior to the adoption of the BPAS regulation, the Property was within the jurisdictional boundaries of Monroe County and was subject to the County's Rate of Growth Ordinance (ROGO).

9. What was the appraised fair market value of the parcel immediately before and immediately after the effective date of the regulation?

The total assessed value of the Property in 1997 was \$619,595. The property was split from 161 Sunset Drive in 2018. 165 Sunset Drive was reassessed at \$337,014 in 2018 . In 2024, the just market value of the Property, according to the Monroe County Property Appraiser's Office, is \$559,003.

Additional Information provided by the Applicant:

- The Property Owner has complied with all requirements of the Building Permit Allocation System (BPAS).
- The BPAS application has not been withdrawn at any time.
- The Property Owner has not applied for a deferral.
- The Applicant, as stated, is seeking an allocation award.

Remedies offered under Code Section 30-477(f): At the conclusion of the public hearing, the Village Council may take any or a combination of the following actions:

- (1) Grant the applicant an allocation award for all or part of the allocation requested in the next succeeding allocation period or extended pro rata over several succeeding allocation periods.
- (2) Offer to purchase the property at its fair market value.
- (3) Suggest such other relief as may be necessary and appropriate.

The Village currently has nineteen (19) allocations available for administrative relief.

During the review of this Administrative Relief application it was discovered that a portion of Lot 19 was subdivided without proper approval from the Village pursuant Village Code section 30-432 (f). The building permit approval was granted in 2020 and the application entered BPAS with the expectation of receiving an allocation. Based on this information staff recommends awarding the administrative relief with the condition that the Applicant apply for and receive approval of a lot split from the Village prior to issuance of the Building Permit.

Budget Impact:

Budget impact will be determined by the council's decision.

Staff Impact:

Staff impact will be determined by the council's decision.

Recommendation:

Staff recommends awarding the administrative relief with the condition that the applicant apply for and receives approval of a lot split from the Village prior to issuance of the Building Permit.

Attachments:

1. 165 Sunset CC Backup
2. Reso_165_Sunset

Prepared by:

Ryan C. Bahn, Esq.
The Bahn Law Firm
100750 Overseas Highway
Key Largo, FL 33037

Return to:

David Gonzalez, P.A.
66 West Flagler Street
Suite 1000
Miami, Florida 33130

Parcel Identification No 00389820-000100

[Space Above This Line For Recording Data]

WARRANTY DEED

(STATUTORY FORM - SECTION 689.02, F.S.)

This indenture made the 19th day of August, 2024 between Andreas B. Hopman, an unmarried man, whose post office address is 208 Buttonwood Lane, Islamorada, FL 33036, herein called the Grantor, to 165 Sunset Drive, LLC, a Florida limited liability company, whose post office address is 2700 Davie Road, Davie, FL 33314, hereinafter called the Grantees:

(Wherever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantees, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantees, and Grantees' heirs and assigns forever, the following described land, situate, lying and being in Monroe County, Florida, to-wit:

The Northeasterly 41 feet of Lot 19, Block 4, Lower Matecumbe Beach, according to the Plat thereof as recorded in Plat Book 3, Page 34, of the Public Records of Monroe County, Florida.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

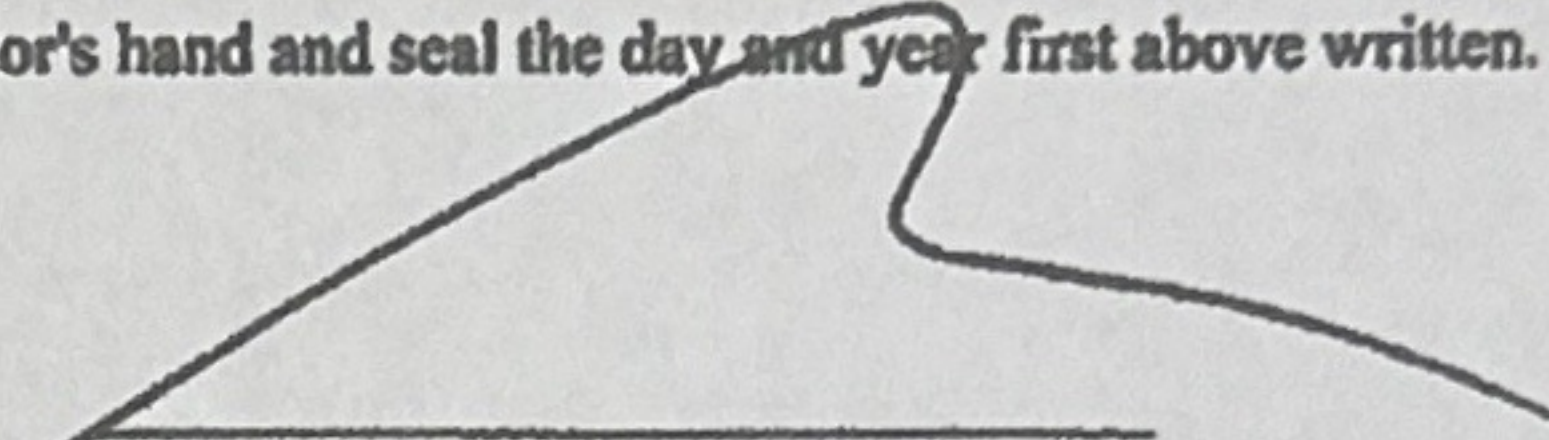
Subject to taxes for 2024 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

TO HAVE AND TO HOLD the same in fee simple forever.

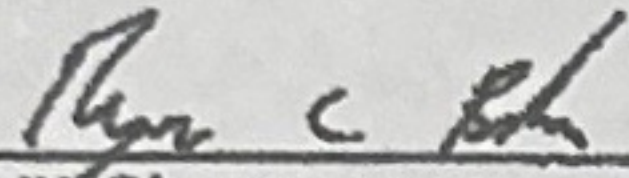
And Grantor hereby covenant with the Grantees that the Grantor is lawfully seized of said land in fee simple, that Grantor have good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever.

[Space Above This Line For Recording Data]

In Witness Whereof, Grantor have hereunto set Grantor's hand and seal the day and year first above written.
Signed, sealed and delivered in our presence:



Andreas B. Hopman



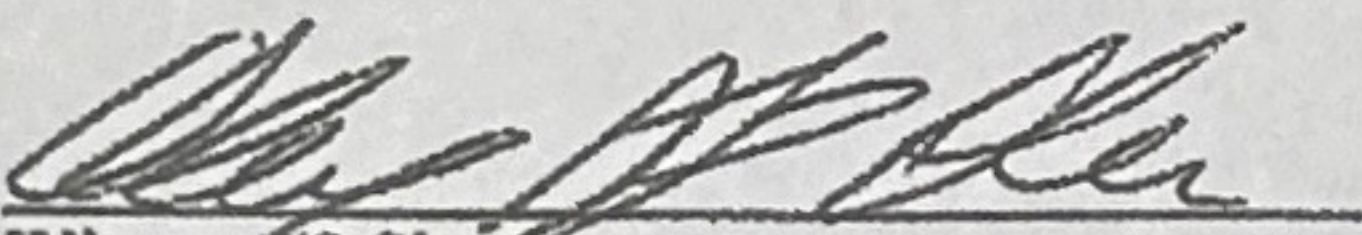
Witness #1 Signature

Ryan C. Bahn

Witness #1 Printed Name

100750 Overseas Hwy.
Key Largo, FL 33037

Witness #1 Address:



Witness #2 Signature

Alexandra Bahn

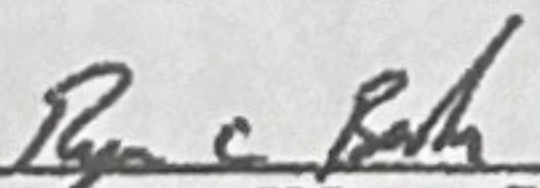
Witness #2 Printed Name

100750 Overseas Hwy.
Key Largo, FL 33037

Witness #2 Address:

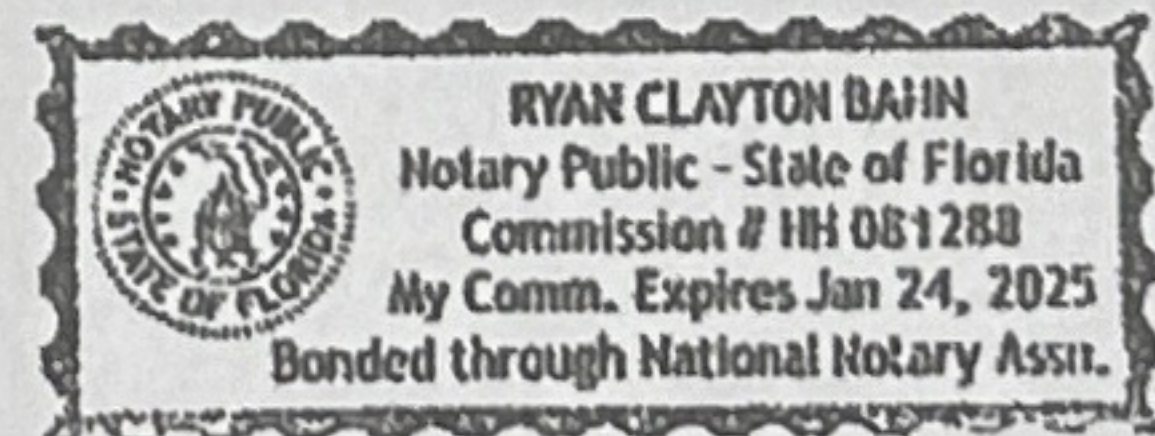
STATE OF FLORIDA
COUNTY OF MONROE

The foregoing instrument was acknowledged before me by means of (X) physical presence or () online notarization this 15 day of August, 2024, by Andreas B. Hopman.



Signature of Notary Public
Print, Type/Stamp Name of Notary

Personally Known: _____ OR Produced Identification: ☒
Type of Identification
Produced: Drivers License



Monroe County, FL

****PROPERTY RECORD CARD******Disclaimer**

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for ad valorem tax purposes only and should not be relied on for any other purpose.

By continuing into this site you assert that you have read and agree to the above statement.

Summary

Parcel ID 00389820-000100
 Account# 9104273
 Property ID 9104273
 Millage Group 50VI
 Location 165 SUNSET Dr, LOWER MATECUMBE KEY
 Address
 Legal Description BK 4 NELY 41FT LT 19 LOWER MATECUMBE BEACH PB3-34 LOWER MATECUMBE OR216-231 OR503-874 OR512-345 OR529-550 OR977-28 OR984-814 OR1399-910 OR1402-1431 OR1402-1432 OR1402-1433 OR1406-364 OR2893-1894 OR2909-1346 OR2925-3 OR2925-528 OR3289-1547
 (Note: Not to be used on legal documents.)
 Neighborhood 1459
 Property Class VACANT RES (0000)
 Subdivision LOWER MATECUMBE BEACH
 Sec/Twp/Rng 20/64/36
 Affordable No
 Housing

**Owner**

165 SUNSET DRIVE LLC
 2700 Davie Rd
 Davie FL 33314

Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
+ Market Improvement Value	\$0	\$0	\$0	\$0
+ Market Misc Value	\$32,986	\$33,715	\$29,455	\$30,095
+ Market Land Value	\$526,017	\$515,255	\$452,025	\$301,350
= Just Market Value	\$559,003	\$548,970	\$481,480	\$331,445
= Total Assessed Value	\$441,154	\$401,049	\$364,590	\$331,445
- School Exempt Value	\$0	\$0	\$0	\$0
= School Taxable Value	\$559,003	\$548,970	\$481,480	\$331,445

Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$526,017	\$0	\$32,986	\$559,003	\$441,154	\$0	\$559,003	\$0
2023	\$515,255	\$0	\$33,715	\$548,970	\$401,049	\$0	\$548,970	\$0
2022	\$452,025	\$0	\$29,455	\$481,480	\$364,590	\$0	\$481,480	\$0
2021	\$301,350	\$0	\$30,095	\$331,445	\$331,445	\$0	\$331,445	\$0
2020	\$313,458	\$0	\$30,739	\$344,197	\$343,096	\$0	\$344,197	\$0
2019	\$290,588	\$0	\$10,882	\$301,470	\$301,470	\$0	\$301,470	\$0
2018	\$325,745	\$0	\$11,269	\$337,014	\$337,014	\$0	\$337,014	\$0

The Maximum Portability is an estimate only and should not be relied upon as the actual portability amount. Contact our office to verify the actual portability amount.

Land

Land Use	Number of Units	Unit Type	Frontage	Depth
RES WATERFRONT UNPERMITTED (01WM)	5,125.00	Square Foot	60	125

Hard Items

Description	Year Built	Roll Year	Size	Quantity	Units	Grade
GARAGE	1987	Roll Year	24 x 24	1	576 SF	3
CONC PATIO	1987	2020	0 x 0	1	200 SF	1
BRICK PATIO	2019	2020	0 x 0	1	840 SF	4
SEAWALL	2020	2023	3 x 40	1	120 SF	1

Sales

Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
8/19/2024	\$1,450,000	Warranty Deed	2472217	3289	1547	37 - Unqualified	Vacant		
8/27/2018	\$600,000	Warranty Deed	2185108	2925	528	37 - Unqualified	Vacant		
8/24/2018	\$100	Quit Claim Deed		2925	3	11 - Unqualified	Improved		

Permits

Number	Date Issued	Status	Amount	Permit Type	Notes
PRBLD201900269	03/06/2019	Completed	\$12,000	Residential	NEW CONCRETE DECK
PRMCH201702184	11/16/2017	Completed	\$7,400	Residential	

View Tax Info

[View Taxes for this Parcel](#)

Photos



Map



TRIM Notice

[2024 TRIM Notice \(PDF\)](#)

No data available for the following modules: Buildings, Sketches (click to enlarge).



**Islamorada, Village of Islands
Planning & Development Services**

86800 Overseas Highway, Islamorada, FL 33036

T: 305-664-6400, F: 305-664-6467

APPLICATION FOR ADMINISTRATIVE RELIEF

Pursuant to Code Section 30-477

Application Fee: \$1,500.00

An application for administrative relief shall be filed with the Planning and Development Services Department no earlier than the conclusion of the fourth annual allocation period and no later than 120 days following the close of the fourth annual allocation period.

An application must be deemed complete and in compliance with the Village Code by Staff prior to the items being scheduled for review. See list of required submittals and documents below.

APPLICANT / AGENT (if applicable): Property owner must submit a notarized letter authorizing the applicant/agent to act on their behalf including the agent's name, address and phone number.

Name: Krissy Bohnstedt

Mailing Address: 207 Gardenia St Tavernier, FL 33070

Primary Phone: 305-393-1059

Fax: n/a

Email: kbohnste@bellsouth.net

PROPERTY OWNER:

Name: 165 Sunset Drive LLC

Mailing Address: 2700 Davie Rd Davie, FL 33314

Primary Phone: 954-275-4972

Fax: n/a

Email: agil@anfgroup.com

LEGAL DESCRIPTION OF PROPERTY: If in metes and bounds, attach legal description on separate sheet.

Physical Address: 165 Sunset Dr Islamorada, FL 33036

Mile Marker: 74

Lot: NE'ly 41' of Lot 19

Block: 4

Subdivision: Lower Matecumbe Beach

☐ Plantation Key

☐ Windley Key

☐ Upper Matecumbe Key

☒ Lower Matecumbe Key

Real Estate (RE) Number: 00389820-000100

Alternate Key: 9104273

CRITERIA FOR ADMINISTRATIVE RELIEF: Has the applicant complied with all requirements of the building permit allocation system (BPAS)? ☒ Yes ☐ No

Comments: _____

Has the subject application been withdrawn at any time? ☐ Yes ☒ No

Comments: _____

Has the subject application been considered in at least four (4) consecutive annual allocation periods and failed to receive an allocation award? Please provide appropriate information below.

Date of most recent BPAS application: 9/16/2020

Permit Number: PRSFC202000794

Application for Administrative Relief

What type of administrative relief are you seeking? Please check a box.

☒ Allocation award

☐ Purchase of property at fair market value

☐ Other (please specify): _____

Please provide responses to the following:

Pursuant to Code Sections 30-552 and 30-553, in making the proposed beneficial use determination, the Village Council will consider, in addition to those guidelines in the comprehensive plan, the following:

1. Whether the comprehensive plan or land development regulations in effect at the time of the filing of the beneficial use application are rationally related to a legitimate government interest. N/A

2. Whether the comprehensive plan or land development regulations in effect at the time of the filing of the beneficial use application deny all reasonable economic use of the parcel of real property. N/A

3. Relevant parcel. (IF APPLICABLE)

a. Platted lots: If an applicant owns more than one platted lot, a question may exist as to whether more than one of the applicant's platted lots should be considered together as one parcel for the beneficial use determination. In determining the relevant parcel, the Village Council should focus on "the parcel as a whole" and not on particular segments or portions of the parcel. The Village Council shall consider three factors to determine whether individual platted lots should be combined and considered as one parcel for the purpose of the beneficial use determination:

1. The "physical contiguity" of the lots: N/A This lot is not contiguous with any additional lots.

2. The "unity of ownership" of the lots (i.e., does the applicant own all of the lots in question): _____

N/A The applicant only owns this one parcel.

3. The "unity of use" between the lots, i.e., platted urban lots should generally be considered as separate uses, but can be combined for purposes of a beneficial use determination if the lots are part of a larger property, based on an analysis of the following factors, which must be applied to the particular facts and circumstances on a case-by-case basis:

i. Was it the intent of the landowner to use the lots for a single use? N/A - Only one Lot

ii. What is the suitability of the lots for a single or separate use versus a combined use? N/A

This lot is only suitable for a single use.

iii. Are the lots dependent on each other for the ability to have a single use? N/A
This parcel is not dependent on any other lot.

iv. Is there a reasonable economic use of the lots if unified? N/A The lot is not unified with any other lots.

v. What is the current zoning of each lot? R1

vi. What is the physical size and appearance of the lots and how are adjacent properties used or developed? This lot consists of 5,125 square feet, and both adjacent properties are Single Family Residences.

vii. What is the actual current use of the lots? There is an Auxiliary Structure: 2 car garage and an existing Concrete Deck, BOTH of which will be demolished upon issuance of the SFR permit.

viii. What is the possibility of the lots being used together in the next ten years? N/A
None, there are no additional adjacent lots available to be used together.

b. The Village Council shall not consider anything less than a platted lot to be the parcel of real property.

4. Once the relevant parcel is determined, the Village Council must analyze the following factors for that parcel:

a. The economic impact of the regulation on the parcel; and

b. The extent to which the regulation has interfered with the applicant's investment-backed expectations for the parcel, including any relevant factors such as:

1. The history of the parcel (i.e., When was it purchased? How much land was purchased? Where was the parcel located? What was the nature of title? What was the natural character of the land and how was it initially used?): The lot was purchased in 2024 for \$1.45 million with the intent of obtaining a building permit for a Single Family Residence.

The land consisted of 5,125 square feet as indicated on the Property Appraiser's website located at 165 Sunset Dr. Nature of the Title is a clear title.

Natural character of the land when purchased was an auxiliary structure was already built on it.

2. The history of the development of the parcel (i.e., What was built on the parcel and by whom? How was it subdivided and to whom, when and at what price was it sold? What plats were applied for or approved? What infrastructure is in place?): There is a one-story, 2 car garage that has been there for many years (back in the 80's from what I was told when researching it with the previous Owner) No plats were applied for.

Application for Administrative Relief

It was previously owned by Andreas B. Hopman and previous to that in 2018 a 200 amp electrical service permit was issued.

3. The history of zoning and regulation (i.e., How and when was the parcel classified? How was the use proscribed? What changes in classifications occurred?): Zoning has not changed
4. How development changed when title was passed: The development did not change when the title passed.
5. What is the present nature and extent of the use of the parcel: It has an Auxiliary Structure on it and it was used as a 2 car garage. There is also an existing Concrete deck (Frangible slab) on the property.
6. What were the reasonable expectations of the landowner under Florida common law: Reasonable expectations of the Landowner are to be issued a Single Family Residence permit as they have been on the BPAS list now for 4 consecutive years.
7. What were the reasonable expectations of the neighboring landowners under Florida common law: Neighboring landowners have the same expectations.
8. What was the diminution in the investment-backed expectations of the landowner, if any, after passage of the regulation: N/A
9. What was the appraised fair market value of the parcel immediately before and immediately after the effective date of the regulation: Not sure what Regulation the question is referring to, but the Property Appraiser's values are: Just Market Value in 2024 was \$559,003 and in 2023 it was \$548,970

Please submit the following with all applications:

- ☐ Correct fee (check or money order to "Islamorada, Village of Islands")
- ☐ Current property record card from the Monroe County Property Appraiser
- ☐ Proof of ownership (i.e. warranty deed)

If deemed necessary to complete a full review of the application, the Planning and Development Services Department reserves the right to request additional information.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate. I certify that all information required has been provided.

Application for Administrative Relief

Digital signatures do not require notarization when they can be verified by a Trusted Certificate issued by a third-party Certificate Authority. If you are not using a "verifiable digital signature", print this document and have it notarized.

Krissy Bohnstedt
Signature of Applicant

11/25/24
Date

Print Name: Krissy Bohnstedt

STATE OF Florida
COUNTY OF Monroe

Sworn to and subscribed before me by means of X physical appearance or 25th online notarization, this 25th day of November 20 24, by Krissy Bohnstedt (name of person signing the application) as AGENT (type of authority e.g. officer, manager / member, trustee, attorney in fact) for Alberto Gil 165 Sunset Dr. LLC (name of entity or party on behalf of whom application was executed).

[Signature]
Signature of Notary Public

☒ Personally Known ☐ Produced Identification

SEAL:

Type of ID



RESOLUTION NO. 25-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY KRISTINA BOHNSTEADT FOR ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY LOCATED AT 165 SUNSET DR, LOWER MATECUMBE, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, pursuant to Chapter 30, Article IV, Division 11 "Building Permit Allocation System," Section 30-477 "Administrative Relief," of the Code of Ordinances (the "Code") of Islamorada, Village of Islands (the "Village"), Kristina Bohnstedt (the "Applicant") on behalf of 165 Sunset Drive LLC (the "Property Owner") has applied to the Village Council of Islamorada, Village of Islands, Florida (the "Village Council") for administrative relief from the Village Building Permit Allocation System (the "BPAS") for property located at 165 Sunset Drive, having parcel ID number 00389820-000100 located in the Lower Matecumbe Beach subdivision on Lower Matecumbe Key, as legally described in Exhibit "A", and

WHEREAS, on February 11, 2025, a duly noticed public hearing was held by the Village Council to consider the applications for administrative relief; and

WHEREAS, following the public hearing, upon review and examination of the record, the Village Council finds that pursuant to the requirements of the Village Code and existing case law, the Application demonstrates a beneficial use providing economic benefit to the Property Owner.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. **Findings.** The Village Council, having considered the testimony and evidence presented by all parties, including the Applicant, does hereby find and determine that:

- (1) The hearing was properly noticed, the Application and the supporting documents and

materials were properly before the Village Council for consideration, and all interested parties concerned in the matter were given the opportunity to be heard.

- (2) The Application, based on the evaluation meets the standards set forth in Sections 30-477 and 30-533 of the Village code to require remedial action to provide for administrative relief in the form of a building permit allocation.

Section 2. Conclusions of Law.

- (1) That granting of the Application is consistent with the Village Code and will not be detrimental to the community as a whole.
- (2) That in rendering its decision as reflected in this Resolution, the Village Council has:
 - a. Accorded procedural due process;
 - b. Observed the essential requirements of the law; and
 - c. Supported its decision by competent substantial evidence of record.
- (3) Approval of administrative relief is hereby granted.

Section 3. Effective Date. This Resolution shall not take effect until after both thirty (30) days following the date it is filed with the Village Clerk, during which time the Request herein shall be subject to appeal as provided in the Code; and following the thirty (30) days, this Resolution shall not be effective or acted upon by the Owner until forty-five (45) days following the rendition to the Florida Department of Commerce ("DOC"), pursuant to Chapter 73C-44.002 of the Florida Administrative Code. During those forty-five (45) days, the DOC may appeal this Ordinance to the Florida Land and Water Adjudicatory Commission, and that such an appeal stays the effectiveness of this Resolution until the appeal is resolved by agreement or order.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

Mayor Sharon Mahoney _____

Vice Mayor Don Horton _____

Councilwoman Deb Gillis _____

Councilman Steve Friedman _____

PASSED AND ADOPTED THIS 11th DAY OF FEBRUARY 2025.

SHARON MAHONEY, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN QUICK, INTERIM VILLAGE ATTORNEY

This Resolution was filed in the Office of the Village Clerk of this ____ day of _____, 2025.

EXHIBIT "A"
(LEGAL DESCRIPTION)

Parcel ID: 00389820-000100

The Northeasterly 41 feet of Lot 19, Block 4, Lower Matecumbe Beach, according to the Plat thereof as recorded in Plat Book 3, Page 34, of the Public Records of Monroe County, Florida.