



Islamorada, Village of Islands

REGULAR VILLAGE COUNCIL MEETING

May 6, 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 05:27 PM

PRESENT: Mayor Sharon Mahoney, Vice Mayor Don Horton, Council Member Steve Friedman, Council Member Deb Gillis, Council Member Anna Richards,

ABSENT:

II. PLEDGE OF ALLEGIANCE

Village Manager Ron Saunders led the Pledge of Allegiance.

Mayor Mahoney called for a moment of silence in honor of Merrick Dunn.

III. AGENDA: Requests for Deletion / Emergency Additions

Mayor Sharon Mahoney asked to add an update on the naming of the dog park.

Village Manager Ron Saunders clarified that the administrative procedures in the updated personnel policy would not be considered as part of tonight's agenda item.

Interim Village Attorney John Quick requested to move Tab 7 to the beginning of the Resolutions section of the agenda.

IV. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS

A. Village Staff Service Awards Presentation - Human Resources Assistant Lindsay Babino **TAB 1**

Human Resources Assistant Lindsay Babino presented the Village Staff Service Awards to employees in recognition of their milestone work anniversaries.

B. Founders Park Boat Ramp Expansion Presentation - Environmental Resources Manager Peter Frezza **TAB 2**

Environmental Resources Manager Pete Frezza presented a history on the previous boat ramp at the Plantation Yacht Harbor, noting that by 1985 aerial photos show the area as covered in vegetation. He shared that there is dense seagrass and shallow water where the ramp used to be. He summarized the permitting challenges associated with the site, and noted that if it is an OFW zone

it is unlikely to be permitted.

He also presented some alternate sites that Council could consider and shared the challenges of using those sites, specifically due to lack of parking.

Mayor Sharon Mahoney opened public comment.

Speakers included:

Richard Black

Ted Benbow

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

After discussion, the consensus of Council was for Mayor Mahoney to work with Richard Black to complete a cost-free study of the options.

- C. Update on the Fills - Public Works Director A.J. Engelmeyer
Director of Public Works A.J. Engelmeyer noted the asphalt parking areas at the Fills have been removed. There was still work to be done to sod and stripe around the bike path, and he noted staff will continue monitoring the situation throughout the summer. It would become DOT's project later in the year.
- D. FCAA Update on the Water Main Project - Project Manager Aaron Cutler
FCAA Project Management Consultant Aaron Cutler provided an update on the water transmission main pipe replacement project. Crews were ahead of schedule in installing the new drinking water pipe. They appreciated the residents, the Council, and the staff's patience, and he noted that the worst part was over. Crews were expected to be out of the affected areas by May 15.

V. PUBLIC COMMENT

Mayor Sharon Mahoney opened public comment.

Speakers included:

Sandi Williams

Joe Wischmeier

Dianne Harbaugh

Barry Wray

Ed Davidson, representing the Florida Keys Citizens Coalition

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

VI. CITIZENS' ADVISORY COMMITTEE REPORTS & APPOINTMENTS

A. Appointments to Village Committees TAB 3

Council Members selected their preferences on tally sheets, which were collected, and the results tabulated by staff.

The meeting moved on to other business, and the names of the Committee

Members were announced at the end of the meeting.

It was decided that the administration would randomly select members at a later time to serve either a one or two-year term to implement staggered seats.

ACTION: Motion to Approve the appointments and have administration randomly select committee members for 1 or 2-year terms item VI.A. by Don Horton second by Deb Gillis;

Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- B.** Nearshore Water Regulations Citizens Advisory Committee Report - Chair Dianne Harbaugh

Chair Dianne Harbaugh summarized the Near Shore Water Regulations Committee report and recommendations.

VII. MAYOR / COUNCIL COMMUNICATIONS

Mayor Sharon Mahoney announced there were eleven days left to vote on a name for the dog park honoring Mike Forster.

She encouraged residents to sign up for the Village newsletter.

VIII. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

- A.** Discussion of Village-Owned Properties (Village Manager Ron Saunders) **TAB 4**

Village Manager Ron Saunders indicated that the Finance staff had compiled a list of all the Village-owned properties and recommended holding town hall meetings for public input. He indicated he was looking into how we acquired properties outside the Village limits and was working to potentially swap those properties with the County.

- B.** Baseball Field Update (Village Manager Ron Saunders)

Village Manager Ron Saunders noted he had spoken individually with all five school board members, and they had all made commitments to making no changes without the Village's input. Mr. Saunders further noted that staff would give status updates every month at the Council Meeting.

- C.** Discussion of Agreement between Holiday Lightscares, Inc. and Islamorada, Village of Islands to Provide Enhanced Holiday Decorations **TAB 5** Stefanie Peel, Assistant to the Village Manager

Assistant to the Village Manager Stefanie Peel noted she had been working with the Village's current holiday light vendor for a reduced scope of services and cost. Council offered suggestions and decided to discuss the issue more at a later time.

Ms. Peel noted staff would come back with a contract in June, but noted the impending tariffs may increase costs, so it would be best to finalize the pricing soon.

IX. CONSENT AGENDA

Tab 7 had been moved to the Resolutions section at the beginning of the meeting and Council Member Deb Gillis pulled Tab 12, which was moved to the Resolutions after consideration of Tab 7.

Mayor Sharon Mahoney opened public comment.

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

ACTION: Motion to Approve Consent Agenda Tabs 6, 8, 9, 10, 11, and 13 item IX. by Anna Richards second by Deb Gillis;
Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

A. Approval of Minutes: TAB 6

Regular Village Council Meeting - April 8, 2025

Land Use Village Council Meeting - April 10, 2025

B. Resolution Approving A Fourth Amendment to the Agreement Between Island Pride Cleaning And Lawn Service, Inc. and Islamorada, Village of Islands for Janitorial Services TAB 8 A.J. Engelmeyer, Public Works Director

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A FOURTH AMENDMENT TO AGREEMENT BETWEEN ISLAND PRIDE CLEANING AND LAWN SERVICES, INC. AND ISLAMORADA, VILLAGE OF ISLANDS FOR JANITORIAL SERVICES; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AMENDMENTS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AMENDMENTS; AND PROVIDING FOR AN EFFECTIVE DATE

C. Resolution Declaring Assets as Surplus Property and Authorizing Disposal of the Property Listed TAB 9 Lisa Lynch, Finance Director

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, DECLARING THE ASSETS SHOWN ON EXHIBIT "A" HERETO TO BE SURPLUS PROPERTY; AUTHORIZING DISPOSAL OF THE PROPERTY LISTED IN EXHIBIT "A" HERETO IN ACCORDANCE

WITH THE VILLAGE SURPLUS PROPERTY POLICY; AND PROVIDING AN EFFECTIVE DATE

- D. Resolution Approving the Authorization to Dispose of Surplus Vehicle, 2006 Sutphen Ladder Truck **TAB 10** Terry Abel, Fire Chief

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, DECLARING THE 2006 SUTPHEN LADDER TRUCK AS SURPLUS PROPERTY; AUTHORIZING DISPOSAL OF THE ASSET; AND PROVIDING AN EFFECTIVE DATE

- E. Resolution for Purchase and Installation of Emergency Lighting and Siren Package for Rescue Unit From South Florida Emergency Vehicles **TAB 11** Terry Abel, Fire Chief

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE PURCHASE AND INSTALLATION OF EMERGENCY LIGHTING PACKAGE FROM SOUTH FLORIDA EMERGENCY VEHICLES FOR THE VILLAGE FIRE RESCUE DEPARTMENT; 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

- F. Resolution Approving the Final Rankings and Recommendations of the RFP 25-02 Evaluation Committee for Emergency Management Consulting Services **TAB 13** Terry Abel, Fire Chief

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 25-02 EVALUATION COMMITTEE FOR EMERGENCY MANAGEMENT CONSULTING SERVICES; AUTHORIZING THE VILLAGE MANAGER TO NEGOTIATE AN AGREEMENT FOR THE REQUESTED SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE

X. ****END OF CONSENT AGENDA****

XI. **RESOLUTIONS**

- A. Resolution Approving First Budget Amendment for FY2024-2025 **TAB 7** 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 2024-2025; AND
PROVIDING AN EFFECTIVE DATE**

Finance Director Lisa Lynch provided an overview of the proposed budget amendment, noting that some projected revenues are tricky to budget, and staff make their best estimates based on experience and previous data.

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 as presented item IX.B. by Deb Gillis second by Don Horton;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

- B.** Resolution Approving a First Amendment To The Agreement Between The Board of County Commissioners for Monroe County, on behalf of the Tourist Development Council (TDC) and Islamorada, Village of Islands for the Completion Date Extension **TAB 12**

Danays Hernandez, Procurement and Grants Administrator

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, APPROVING A FIRST
AMENDMENT TO GRANT AGREEMENT #3243 BETWEEN
MONROE COUNTY, ON BEHALF OF THE TOURIST
DEVELOPMENT COUNCIL ("TDC") AND ISLAMORADA,
VILLAGE OF ISLANDS FOR FOUNDERS PARK BEACH
INCLUSIVE PLAYGROUND. TO REVISE THE COMPLETION
DATE OF THE PROJECT TO SEPTEMBER 30, 2026;
AUTHORIZING THE VILLAGE MAYOR TO EXECUTE THE FIRST
AMENDMENT; AUTHORIZING VILLAGE OFFICIALS TO
IMPLEMENT THE TERMS AND CONDITIONS OF THE
AGREEMENT; AUTHORIZING EXPENDITURE OF BUDGETED
FUNDS; AND PROVIDING OR EFFECTIVE DATE**

Council Member Deb Gillis indicated she had pulled this item from the Consent Agenda to highlight that the TDC approved paying 100% for this capital expense.

Finance Director Lisa Lynch said this agreement extends the use of these funds until the Comp Plan update has been completed.

ACTION: Motion to Approve the Amendment as presented item IX.G. by Deb Gillis second by Sharon Mahoney;

Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- C. Adoption of an Initial Assessment Resolution for a Special Assessment for the Operation and Maintenance Costs for Canal 147 Restoration **TAB 14** Peter Frezza, Environmental Resources Manager

A RESOLUTION OF THE VILLAGE COUNCIL OF THE, ISLAMORADA VILLAGE OF ISLANDS, FLORIDA, RELATING TO THE CANAL RESTORATION PROGRAM; IMPOSING ANNUAL MAINTENANCE ASSESSMENTS FOR PROPERTIES LOCATED WITHIN THE CANAL 147 AREA IN LOWER MATECUMBE KEY WITHIN THE VILLAGE; ESTABLISHING LEGISLATIVE FINDINGS DETERMINING THAT SUCH REAL PROPERTY WILL DERIVE A SPECIAL BENEFIT FROM THE CANAL RESTORATION ACTIVITIES AND THE ONGOING OPERATIONS AND MAINTENANCE THEREOF AND THE REASONABLE APPORTIONMENT OF THE ASSESSMENT; ESTABLISHING THE TERMS AND CONDITIONS OF THE PROPOSED SPECIAL ASSESSMENT, INCLUDING ADMINISTRATIVE AND COLLECTION COSTS; ESTABLISHING THE AMOUNT OF THE ANNUAL CANAL OPERATIONS AND OPERATION ASSESSMENT FOR EACH PARCEL OF PROPERTY TO BE ASSESSED BASED ON THE METHODOLOGY SET FORTH HEREIN; DIRECTING PREPARATION OF THE ASSESSMENT ROLL; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE

Environmental Resources Manager Pete Frezza provided an overview of the proposed assessment. The Village was in the final phases of completing the canal restoration project, and the new assessment requires an Initial Assessment Resolution for the air curtain's ongoing maintenance. The timeline mandated by statute required the public hearing to be held on June 10 if the Council approved the initial assessment resolution.

Mr. Frezza noted that the five-year average rate was \$799 per parcel on the canal. He noted that the estimated costs were decided by the actual costs of a similar operation at the nearby Matecumbe Resort. It was noted that the first year had a smaller rate due to the Village covering the costs of the first year.

It was noted that while the original vote of property owners on the canal was 10 in favor of the assessment and 7 not in favor, an email sent to the Council that evening indicated the vote was now 9-9.

Interim Village Attorney John Quick noted the ongoing costs would have to be funded by the Village's general fund if the special assessment was not approved,

or the project would have to be discontinued.

Mayor Sharon Mahoney opened public comment.

Speakers included:

Mark Lewis

Alexis Jacobs-Krips

Mark Poole

Samantha Sanchez

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

After discussion and deliberation, a majority of the Council preferred to deny the assessment due to a lack of support from a clear majority of the residents.

ACTION: Motion to Deny the assessment and discontinue the project item XI.A. by Anna Richards second by Don Horton;
Motion Passed with a 4:1 vote

AYES: Sharon Mahoney, Don Horton, Steve Friedman, Anna Richards

NAYS: Deb Gillis

ABSTAIN: None

- D. Resolution Approving the Renewal of Software and Support for the Nutanix Disaster Recovery Cloud Cluster, Including the Addition of Data-at-Rest Encryption **TAB 15** Vince Tarves, Systems Engineer

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE RENEWAL OF NUTANIX SOFTWARE LICENSING AND SUPPORT, INCLUDING THE NCI SECURITY ADD ON, FROM SHI INTERNATIONAL CORP. ("SHI") FOR DISASTER RECOVERY AND BUSINESS CONTINUITY; AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Sharon Mahoney opened public comment.

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

ACTION: Motion to Approve item XI.B. by Don Horton second by Anna Richards;

Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- E. Approval of Updated Personnel Policy Manual **TAB 16** Jamie Terry, Human Resources Director

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA ADOPTING AN UPDATED
VILLAGE PERSONNEL POLICY MANUAL; AUTHORIZING
VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND
CONDITIONS OF THE PERSONNEL POLICY MANUAL; AND
PROVIDING FOR AN EFFECTIVE DATE**

Interim Village Attorney John Quick clarified this item was for the personnel policy only and did not refer to the administrative procedures.

Human Resources Director Jamie Terry noted staff did a full revamp of the policy, including adding links so they don't need to be replaced when statute changes.

It was noted that administrative procedures for complaints against Council and Charter Officers would come back at a later time.

ACTION: Motion to Approve item XI.C. by Don Horton second by Deb Gillis;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

- F. Resolution Approving the Purchase of a 2027/8 Sutphen F Series Program Pumper Truck to Replace Current 2013 Sutphen Custom Pumper Truck and Authorizing Disposal of Surplus Property **TAB 17**
Terry Abel, Fire Chief

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA PIGGYBACKING
SOURCEWELL COOP CONTRACT #113021-SUT AND
APPROVING THE PURCHASE OF A SUTPHEN F SERIES
PUMPER TRUCK FROM SOUTH FLORIDA EMERGENCY
VEHICLES, LLC; AUTHORIZING THE VILLAGE MANAGER TO
EXECUTE NECESSARY DOCUMENTS; AUTHORIZING THE
VILLAGE MANAGER TO EXPEND BUDGETED FUNDS;
PROVIDING FOR PIGGYBACKING OF COMPETITIVE BID;
DECLARING THE 2013 SUTPHEN SHIELD CUSTOM PUMPER
AS SURPLUS PROPERTY; AUTHORIZING DISPOSAL OF THE
SURPLUS PROPERTY; AND PROVIDING FOR AN EFFECTIVE
DATE**

Fire Chief Terry Abel summarized that the request was necessary to begin the build process for a new pumper truck, noting it takes 42 months after approval by the Village to build the vehicle. He noted the 2013 unit in place now would become a reserve truck once the new truck is received in the Fall of 2028.

Chief Abel clarified that \$300,000 was allocated in this year's budget, and \$300,000 would continue to be budgeted for each of the next two years, then the remaining \$108,000 would be budgeted in the delivery year.

Mayor Sharon Mahoney opened public comment.

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

ACTION: Motion to Approve item XI.D. by Deb Gillis second by Don Horton;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

XII. ORDINANCES

- A.** Ordinance Establishing a Uniform Date for Appointment of Committee Members - **First Reading TAB 18**

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 2 “ADMINISTRATION”, SECTION 2-332; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

Interim Village Attorney John Quick noted the ordinance would amend Chapter 2 to set a uniform appointment date for all Village committee appointments to take place in May.

Additional stipulations requested by Council for the second reading were for no committee member to serve for more than two terms unless approved by Council and to continue appointments to the next Council meeting if the Council was unable to meet in May.

Interim Village Attorney John Quick noted that he would need to bring back a different ordinance to remove the requirement for extensions of a term to be approved by a super majority.

ACTION: Motion to Approve as written item XII.A. by Deb Gillis second by Anna Richards;
Motion Passed with a 5:0 vote
AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

XIII. MOTIONS

- A.** Motion to Appoint Chief Building Official Sheila Denoncourt as Deputy Village Manager

Village Manager Ron Saunders requested to approve Chief Building Official Sheila Denoncourt as Deputy Village Manager. It was noted that Ms. Denoncourt would continue to serve as the Village's Chief Building Official and as Deputy Village Manager at times when Village Manager Saunders was away from the office.

Speakers included:
Joe Wischmeier

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

ACTION: Motion to Approve the Appointment of Sheila Denoncourt as Deputy Village Manager item XIII.A. by Deb Gillis second by Steve Friedman;

Motion Passed with a 5:0 vote

AYES: Sharon Mahoney, Don Horton, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

XIV. **STATUS UPDATE (FORMERLY AFTER ACTION REPORT)**

A. Status Update - Formerly Known as After Action Report

XV. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:27 p.m.



Marne McGrath, Village Clerk