

AGENDA

CITY OF KEY WEST TRUMAN WATERFRONT ADVISORY BOARD

OLD CITY HALL, 510 GREENE STREET

FRIDAY, SEPTEMBER 25, 2009 – 12:00 P.M.

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES:**
 - a. July 17, 2009
 - b. August 7, 2009
 - c. August 28, 2009
 - d. September 11, 2009
- 6. REPORTS:**
 - a. Coordinator Doug Bradshaw
 1. Master Stormwater Plan Update
 2. Mohawk/Ingham Responsible Party if one sinks
 - b. Board Member update on Truman Waterfront Marina
 - c. Board Member update on Assisted Care Living Facility
 - d. Board Member update on Infrastructure/Utilities
- 7. BOARD DISCUSSION**
 - a. Truman Waterfront Walking Tour Follow Up
- 8. BOARD COMMENTS**
- 9. PUBLIC COMMENT**
- 10. ADJOURNMENT**

**MINUTES
WORKSHOP TRUMAN WATERFRONT ADVISORY BOARD
ADA CONFERENCE ROOM, 525 ANGELA STREET**

Friday, July 17, 2009

A workshop meeting of the Truman Waterfront Advisory Board of the City of Key West, Florida was held in the ADA conference room on Friday, July 17, 2009.

City Attorney Shawn Smith called the meeting to order at 10:00 a.m.

Present were members:

- ❖ Margaret Domanski
- ❖ Kurt Lewan
- ❖ Albert Sullivan
- ❖ Owen Trepanier

Also present were city staff Doug Bradshaw and Melissa Larmel.

Absent members were:

- ❖ Jerry Curtis
- ❖ Jim Gilleran
- ❖ Ashish Soni

Mr. Smith discussed and explained the Florida Public Records, Ethics and Sunshine laws as it pertains to the Truman Waterfront Advisory Board.

ADJOURNMENT:

There being no further business, the City Attorney adjourned the meeting at 11:10 a.m.

Melissa Larmel
Executive Assistant
City Attorney's Office

MINUTES
TRUMAN WATERFRONT ADVISORY BOARD MEETING
OLD CITY HALL, 510 GREENE STREET
FRIDAY, AUGUST 07, 2009

A regular meeting of the Truman Waterfront Advisory Board of the City of Key West, Florida was held in Commission Chambers, Old City Hall, 510 Greene St on Friday, August 07, 2009.

Acting Chairman Kurt Lewin called the meeting to order at 10:06 p.m.

Answering roll call were Board Members Ashish Soni, Margaret Domanski, Albert Sullivan, Jerry Curtis, Acting Chairman Kurt Lewin and non-voting ex-officio Members Ron Deemes Navy, and Shawn Morton NOAA
Owen Trepanier and Jim Gilleran arrived at 10:10 p.m.

Also present were city staff Assistant City Attorney Larry Erksine, Port Operations Project Manager Doug Bradshaw, Port Operations Coordinator Martha Arencibia,

The pledge of allegiance to the flag of the United States of America was given by all present.

APPROVAL OF AGENDA

It was moved by Mrs. Domanski and seconded by Mr. Soni to accept the agenda without change. The agenda was accepted.

REPORTS:

a.) **Coordinator Doug Bradshaw**

Doug Bradshaw gave a brief introduction of staff members and their roll to the board as well as non-voting ex-officio members. Mr. Bradshaw stated that the board would make recommendations to the LRA.

ACTION ITEMS

a.) Election of Chairperson and Vice-Chairperson

It was moved by Mr. Lewin and seconded by Mrs. Domanski to elect Jim Gilleran as Chairman of the Board.

Yeas: Board Members Domanski, Trepanier, Lewin, Sullivan, Curtis, Gilleran and Soni

Nays: None

It was moved by Mr. Gilleran and seconded by Mr. Lewin to elect Margaret Domanski as Vice-Chairman of the Board.

Yeas: Board Members Domanski, Trepanier, Lewin, Sullivan, Curtis, Soni and

Chairman Gilleran

Nays: None

b.) Establish meeting dates and time

It was the consensus of the board to meet once every two weeks on Friday at noon

It was moved by Mr. Trepanier and seconded by Mr. Lewin to approve meeting date and time.

Yeas: Board Members Domanski, Trepanier, Lewin, Sullivan, Curtis, Gilleran and Soni

Nays: None

It was moved by Mrs. Trepanier and seconded by Mr. Curtis to commence on Friday, August 28, 2009 at noon.

Yeas: Board Members Domanski, Trepanier, Lewin, Sullivan, Curtis, Gilleran and Soni

Nays: None

c.) Establish meeting rules

After a brief discussion by Assistant City Attorney Erskine stated that the City Commission used the Roberts Rule of Order.

It was moved by Mrs. Trepanier and seconded by Mr. Curtis to adopted the Roberts Rules of Order and that they follow a three minutes rule for public input.

Yeas: Board Members Domanski, Trepanier, Lewin, Sullivan, Curtis, Gilleran and Soni

Nays: None

GENERAL DISCUSSION

Mr. Bradshaw stated that the packets that he had handed out to the board members contained all the background information he had on the Truman Waterfront Property and that it was for their review and reference during meetings. He stated that if they had any questions that they could contact him.

In response to Mrs. Domanski question with regards to the two ship at the East Quay Wall Mr. Bradshaw stated that they could be relocated or removed at anytime for development of the marina.

A request by the board was made to conduct an on site tour of the property.

A request for an update on the status of the Navy's cleanup of the property and a current copy of the BCCLT Lease.

Staff recommended that emails not be sent out to other board members to avoid any question of sunshine violations. Members are allowed to send emails directly to staff and staff can response to your individual questions or address them at the meetings.

A request was made by the ex-officious to receive the same informational packets that are provide to the board members as well as the opportunity to comment on all items coming before the board.

PUBLIC COMMENT

Bob Kelley, 801 Elizabeth Street, commented on the BCCLT Lease and requested that all information be placed on the City's web site for the public review.

Mr. Bradshaw stated that on the City's web site under LRA /Truman Waterfront staff had posted the information presented to the board and they would be updating the site with items as they come up.

It was moved by Mr. Lewin and seconded by Mrs. Domanski, to adjourn.

There being no further business the Chairman adjourned the meeting at 1:04 p.m.

ADJOURNMENT

MINUTES
TRUMAN WATERFRONT ADVISORY BOARD MEETING
OLD CITY HALL, 510 GREENE STREET
FRIDAY, AUGUST 28, 2009

A regular meeting of the Truman Waterfront Advisory Board of the City of Key West, Florida was held in Commission Chambers, Old City Hall, 510 Greene St on Friday, August 28, 2009.

Chairman Gilleran called the meeting to order at 12:01 p.m.

Answering roll call were Board Members Ashish Soni, Kurt Lewin, Albert Sullivan, Jerry Curtis, Vice-Chair Margaret Domanski Chairman Gilleran and non-voting ex-officio members Ron Deemes Navy, and Shawn Morton NOAA Owen Trepanier arrived at 12:10 p.m.

Also present were city staff Assistant City Attorney Larry Erksine, Port Operations Project Manager Doug Bradshaw, Port Operations Coordinator Martha Arencibia,

The pledge of allegiance to the flag of the United States of America was given by all present.

CHANGES TO THE AGENDA:

Under reports board member Domanski requested that Mr. Bradshaw review and report to the Board the status of the Marina Development proposals.

Under Board Discussion add item c. Discussion of the BCCLT Lease

It was moved by Mrs. Domanski and seconded by Mr. Trepanier to approve the agenda with the above mentioned changes.

REPORTS:

- a.) Review of Marina Management Development proposals

Doug Bradshaw gave a brief review and update as to staffs ranging and findings with regards to recommendation of the proposals.

Chairmen Gilleran suggested that a member of the TWAB volunteer to attend the LRA meetings and report back to the group.

Vice-Chairmen Domanski volunteer to attend.

Kurt Lewin stated that he was advised by City Attorney Shawn Smith that he abstain from conversations and discussions on this issue due to his affiliation with the bidders.

BOARD DISCUSSION:

- a.) Response/Discussion to questions submitted by Board Members

Doug Bradshaw reviewed a question and answers sheet in response to questions asked by board members as well as informing the public that this information was posted on the city's website under Port Operations Truman Waterfront Redevelopment. A copy is attached hereto and made a part hereof.

Chairmen Gilleran suggested that Owen Trepanier volunteer to attend the COMP Plan portion of Infrastructure and Capital improvement committee meetings and report back to the group

Chairmen Gilleran suggested that a member of the TWAB volunteer to review the Assistant Care Live Facility and report back to the group.

Board member Trepanier volunteered to researcher and report back.

- b.) Develop list of action items for next meeting

Report from the three volunteers board members on the assistant living, utilities and infrastructure, and Marina proposal.

Request to review the two proposed bids for the marina management.

c.) Discussion of the BCCLT Lease

In response to Mrs. Domanski question, Assistant City Attorney Erskin stated that the on a 99 year lease the ground lease was responsible of all expenses and then they would sub-lease to a tenant.

PUBLIC COMMENT

Robert Kelley, 801 Elizabeth Street, commented on the BCCLT Lease.

It was moved by Mr. Trepanier and seconded by Mr. Curtis, that a presentation by Robert Kelley on the BCCLT Lease be placed on the Sept.11, 2009, TWAB Agenda.

All board members were in agreement.

It was moved by Mrs. Domanski and seconded by Mr. Trepanier to adjourn.

There being no further business the Chairman adjourned the meeting at 1:04 p.m.

ADJOURNMENT

TRUMAN WATERFRONT QUESTIONS

1. Comp Plan & LDR Amendments:
 - a. Have they been adopted? *Adopted September 8, 1999, and amended July 6, 2000*
 - b. Are they in effect? *Yes*
2. Leases:
 - a. What leases are in effect? *Lease for the USCGC Mohawk and Ingham and the Assisted Care Living Facility*
 - b. What leases are being considered or requested to be considered? *BCCLT*
 - c. May I please have copies? *Included in packet*
3. Assisted Living:
 - a. What is the zoning of the lease area, and the building area? *HMDR and HPS-1*
 - b. Where is the group in the process? *Working with planning- see attached*
 - c. What are they struggling with? *Zoning changes and density, ROGO*
 - d. What is the proposed development plan? *Attached*
 - e. Has a development plan been approved? *No*
 - f. Please forward a copy of the lease and any plans. *In existing Truman Waterfront Manual*
4. BCCLT:
 - a. What is the zoning of the lease area, and the building area? *HCL, HPS-1, and HNC-2*
 - b. Where is the group in the process? *Working with planning- incomplete*
 - c. What are they struggling with? *Lease Agreement with City needs to be approved*
 - d. What is the proposed development plan? *Not available at this time*
 - e. Has a development plan been approved? *No*
 - f. Please forward a copy of the lease and any plans. *Draft lease attached*
5. Resolution 07-341:
 - a. Where are we with Phase I and the Oval Development? *Two issues: use of State Park property for City/Navy Gatehouse and environmental soil issues*
 - b. What is the status of the funding outlined in the associated staff report? *As of now all the funding remains in place except for \$100,000 Community Defense Grant for Architectural/Engineering Services-approximately \$50,000 remains*
6. Contamination:
 - a. Where is the large recently discussed contaminated area (show on a map)? *Parcel K-see attached map*
 - b. What are the issues involved? *The sampling the City did revealed that the soil did not meet industrial standards as indicated from the Navy*
 - c. Who are the players? *Navy, City, DEP (State)*
 - d. What are the solutions? *The Navy will clean up soil to at least industrial standards*

- e. What other areas or issues regarding contamination exist? *Very few. Most areas have been remediated. Main restriction is over entire property, there is a groundwater use restriction*
7. Existing Soccer Field:
- a. Is there a lease or resolution approving the field and the use? *No. City Commission directed City Manager to create a multiple use field in a Truman Waterfront Workshop held May 15, 2007. Field is overseen by Parks and Recreation*
 - b. Please forward the pertinent documents. *NA*
8. Ramp:
- a. What are the proposed plans for the ramp? *At this time no changes or use is proposed for the ramp. The ramp is kept in place as a requirement of the deed. The Navy retains an easement for use of the ramp.*
 - b. What is the existing angle of the ramp? *Do not have that info. However, the angle is flatter than normal ramps making it difficult to use for boat and trailer. Ramp was designed for the hydrofoils.*
9. General Use of Property:
- a. What regulations or rules currently apply to the use of the property i.e. what are hours of access? Etc.? *Right now it is treated pretty much like all other parks in the City with same rules applying.*
10. Submerged Lands
- a. The 1997 *Key West Base Reuse Plan* (KWBRP) identified that **submerged lands** within the Truman Waterfront basin are “owned by the State of Florida, and are under a **25 year lease to the Department of the Navy** which expires in 2009” (Paragraph D.1, page 38). What is (a) the status of use permitted by the State for the proposed Marina? *The City with cooperation from the Navy, which they have promised, would have to modify the State submerged land lease to allow the marina.*
 - b. What is the status of the submerged land lease between the State and the Navy? *Ron Demes should be able to provide an update at the meeting*
11. What major changes, if any, have been made to the **KWBRP Land Use Plan** (section VI, A, 1-6 on pages 61 – 65)? *None at this time*
12. Page 64 references the possible use of the underground portion of the Seminole Battery for development of a “**war memorial and museum** depicting Key West’s military history ...”. Do you know if any of the use plans contain development of this concept? *The property was not transferred to the City*

13. What is the status of the eminent domain takings proceeding by the City for access to Truman Waterfront across **Admiral's Cut**? *The City Commission has directed City Attorney to move forward with eminent domain. Legal should be able to provide update at meeting.*
14. What are the updates of the “**major bicycle and pedestrian study**” referenced in the final paragraph on p 94 of the KWBRP? *No update at this time*
15. **Potential funding sources** for development of the Truman Waterfront are listed on page 135 of the KWBRP. Which of these Federal, State, Local and Private resources have been investigated and with what results? *Florida Defense Infrastructure Grants currently have two: one for roadways and one for design. No other grants have been sought*
16. What changes, if any, have been made to the 2005 **Truman Waterfront Development Conceptual Master Plan** found in Section 9 of the Truman Waterfront Advisory Board workbook? *No major changes at this time*
17. Where can the Advisory Board access copies of the Florida Keys Assisted Care Coalition, Inc. and the Bahama Conch Community Land Trust **development plans** for the portions of the Truman Waterfront approved by the voters for development by them respectively? *Currently there are only conceptual plans that I am aware of. Status of each groups development plans can be found in the reports that have been issued or will be issued by the planning department (the BCCLT report is in draft form)*
18. In your opinion, **how do the ACC and BCCLT plans mesh with KWBRP** (1) Table VI.2 – Land Use by Development Type and (2) Table VI.3 – Truman Annex Land Use Breakdown and with Development priorities found on page 97 of the KWBRP? *I believe the BCCLT plan fits within the plan since it requires no zoning changes that I am aware of. The ACC at this point would require a zoning change to allow for their conceptual plan.*
19. What is the **status of DCA Review** of these development plans? *Have not gone to DCA for review.*
20. IF these development plans are not viable, what are the **procedures in place, if any, for returning this acreage to public use**? *The leases (or future leases) have certain measurable results that have time frames. If the times frames are not met, the leases would be canceled and the City would control the property.*
21. What is the timing of the City Commissions consideration of the two **proposals for Marina and Truman Waterfront Development** presented at workshops on June 23 and June 24, 2009? *Staff scored and ranked the two proposals at a meeting held on 8/20/09. The ranking and recommendation will be forwarded to the City Manager. The City Manager will then make a recommendation at the Sept 15 City Commission/ LRA meeting.*

22. What is the **revenue currently being generated** for use of the Truman Waterfront Park by such groups as the Rotary (Boat Show) and AIDS Help (Taste of Key West) etc.? *Very little revenue has been generated. The super boats and sailboat events generate about \$10,000 a year thru a usage fee. Other groups typical do not pay more then \$500. They money has gone back into maintaining the property.*
23. What is the revenue currently generated from the *Mohawk* lease? What is the expected revenue to be generated from the *Ingram* lease? If either of these vessels needs to be relocated, where does the City plan to move them for dockage? *Total revenue from both ships will be \$400/month (\$200/each). The plans would be to move them to the north end of the pier.*

MINUTES

TRUMAN WATERFRONT ADVISORY BOARD MEETING

OLD CITY HALL, 510 GREENE STREET

FRIDAY, SEPTEMBER 11, 2009

A regular meeting of the Truman Waterfront Advisory Board of the City of Key West, Florida was held in Commission Chambers, Old City Hall, 510 Greene St on Friday, September 11, 2009.

Chairman Gilleran called the meeting to order at 12:03 p.m.

Answering roll call were Board Members Ashish Soni, Kurt Lewin, Albert Sullivan, Jerry Curtis, Vice-Chair Margaret Domanski Chairman Gilleran and non-voting ex-officio members Ron Deemes Navy, and Shawn Morton NOAA.

Absent was Board Member Jerry Curtis

Owen Trepanier arrived at 12:07 p.m.

Also present were city staff Assistant City Attorney Larry Erksine, Port Operations Project Manager Doug Bradshaw, City Planner Amy Kimble-Murley, Deputy Clerk Angela Budde and members of the press and community.

The pledge of allegiance to the flag of the United States of America was given by all present.

CHANGES TO THE AGENDA:

Mrs.Domanski questioned staff as to why the discussion of the BCCLT Lease had not been placed on the agenda. Mr. Bradshaw stated that he was not contacted by Bob Kelly from the BCCLT as to whether he would be attending the meeting to give the presentation.

It was moved by Mrs. Domanski and seconded by Mr. Lewin to approve the agenda with the following changes:

Approval of Minutes tabled to the next meeting and that an add-on under discussion 7 b. Site Visit.

REPORTS:

a. Coordinator Doug Bradshaw

1. Traffic Studies

Doug Bradshaw gave a brief review and stated that the traffic studies report did not include special events however, staff was aware of it and that arrangements would need to be made during those events.

2. Parcel K Update

Doug Bradshaw gave a brief review and stated that the Navy would pay to clean up the property up to industrial standards but if the City wanted it to be at residential standards, the City would need to obtain the funding.

3. Security Gate Conceptual Plan

Doug Bradshaw gave a brief review and update on the Phase 1. He stated that Phase 1, was pending on the clean up of the property, the location of the gate house which was on 3 different properties owned by The Navy, the State and the City. He stated the Navy was in the process of obtaining a lease agreement with the State for the location of the Gate Houses on ½ acre of State lands. He stated that they did have an alternate location on City property for the Gate house but it was not the best use of the property for the City or Navy.

4. Mohawk and Ingham Lease

Doug Bradshaw provided the board with signed lease agreements.

Direction was give to staff to identify alternate locations where the vessels could be docked with in the City and to determine who would be responsible for the recovery of the vessels were to sink in a storm.

b. City Planning Director Amy Kimball-Murley

1. Comp Plan, Base Reuse Plan, Chapter 288

Mrs. Kimball-Murley gave a historic review of the Comp Plan and its current Standing with up to date amendments. She stated that the Comp Plan was on line in the City's website under Planning Department.

2. Update on BCCLT

Mrs. Kimball-Murley gave a presentation on the BCCLT stating that the Planning Board had review the two lease areas for the Independent/assistant living facilities a copy of their recommendations had been provided to the board. She stated that since then they may have found a way to address some of their concerns with out having to change the Comp Plan.

c. Board Member update on Truman Waterfront Marina

Mrs. Domanski stated that staff and outside council reviewed and evaluated the two marina proposals. She stated that she agreed with the findings and recommendation that staff had provided to the City Manager and Commission.

It was moved by Mrs. Domanski and seconded by Mr. Sullivan, that Truman Waterfront Advisory Board were in support of the findings and recommendations made by the City staff , LRA's and City Managers to

recommend Meisel & Spottswood to the Commission with a noted concern with regards to the TDC approving the ½ penny sale tax funding for project.

Board member Kurt Lewin, abstained from commenting and voting stating a conflict of interest.

Yeas: Mrs. Domanski, Mr. Sullivan, Mr. Soni, Chairman Gilleran

Nays: Mr. Trepanier

d. Board Member update on Assisted Care Living Facility

Mr. Trepanier gave a brief update to the board on the Assisted Care Living Facility stating that the planning department did not feel that they would have to amended the Comp Plan, that instead they could apply of a conditional use permit and that the 99 year lease made the property privately owned which required only 30% affordable housing. He stated that the Assisted Care Living Facility people were ok with that. He stated that they would still need approval from HARC.

Amy Kimble-Murley stated that there were looking for a change in the Code to the HPS district.

e. Board Member update on Infrastructure/Utilities

Amy Kimble-Murley stated that no items on Phase 1, need to be completed. It was at the discretion of the City.

Mr. Trepanier questioned if there was a completion date on the storm water master plan.

Mr. Bradshaw stated that he did not have a date, but that he did know that Perez Engineer was modeling it and he would get update for the next meeting.

BOARD DISCUSSION:

a.) Marina Proposals

Doug Bradshaw reviewed a question and answers sheet in response to questions asked by board members as well as informing the public that this information was posted on the city's website under Port Operations Truman Waterfront Redevelopment. A copy is attached hereto and made a part hereof.

Chairmen Gilleran suggested that Owen Trepanier volunteer to attend the COMP Plan portion of Infrastructure and Capital improvement committee meetings and report back to the group

Chairmen Gilleran suggested that a member of the TWAB volunteer to review the Assistant Care Live Facility and report back to the group.

Board member Trepanier volunteered to researcher and report back.

b.) Develop list of action items for next meeting

Report from the three volunteers board members on the assistant care living, utilities and infrastructure, and Marina proposal.

Request to review the two proposed bids for the marina management.

c.) Discussion of the BCCLT Lease

In response to Mrs. Domanski question, Assistant City Attorney Erskin stated that the on a 99 year lease the ground lessee was responsible of all expenses and then they would sub-lease to a tenant.

BOARD DISCUSSION

a. Marina Proposal

No discussion.

b. Site Visit Plan Workshop

It was the agreement of the board that a workshop site visit be advertised to inform members of the public wishing to attend the Walking Site Plan Tour of the Truman Waterfront Property on Saturday, September 19, 2009, at 9:00 p.m. commencing at the Gate House.

BOARD COMMENTS

After a brief discussion it was the consensus of the board that site plan drawing be available to the public to view at the Guard House.

Mr. Bradshaw stated that the Navy had requested that the Guard House be removed to enable large trucks to get through.

In response to Mr. Trepanier question on the angle of the boat ramp at the Truman Waterfront Site. Mr. Bradshaw stated that according to what had been provided to him by Navy the ramp was 9.5% apposed to the City Marina that was at 5%.

PUBLIC COMMENT

No one signed up to speak.

It was moved by Mrs. Domanski and seconded by Mr. Trepanier to adjourn.

There being no further business the Chairman adjourned the meeting at 1:17 p.m.

All board members were in agreement.

ADJOURNMENT