

# **DUCK KEY SECURITY DISTRICT ADVISORY BOARD MINUTES OF MARCH 1, 2016**

## **BOARD MEMBERS PRESENT:**

Sherry Popham, Chair  
Rick Sherman, Vice Chair  
Philip Kircher, Secretary  
Tom Neville  
A. Dennis Kulig  
Sylvia Hernandez

## **BOARD MEMBER(S) ABSENT:**

Mary Balazs

## **QUORUM PRESENT:**

Yes

## **OTHERS PRESENT:**

Billy Wagner, Duck Key Resident; David Williamson, DKPOA President and Duck Key Resident; Scott Ward, MCSO and Duck Key Resident; John Cedillo, Hawks Cay Resort; Simon Leird, Keys Security, Inc.; Demetrio Brid, Duck Key Resident; Andy Corrigan, Duck Key Resident; David Laganella, Duck Key Resident; Jim Boback, Duck Key Resident; Charles Morse, Duck Key Resident; Michael Durante, Duck Key Resident; Susie Ward, Duck Key Resident and DKSDAB Staff

## **Proceedings:**

- Meeting called to order 8:04 a.m. by Sherry Popham
- Location of meeting: Hawks Cay Resort, Dolphin B Conference Room
- Date of Meeting: March 1, 2016

## **MOTION to Approve/Amend the March 1, 2016 Agenda**

A motion was made to approve the March 1, 2016 Agenda first by Sylvia Hernandez, seconded by Rick Sherman.

## **MOTION CARRIED**

## **MOTION to Approve/Amend the January 5, 2015 Minutes**

A motion was made to approve the January 5, 2015 Minutes first by Phil Kircher, seconded by Sylvia Hernandez as presented.

## **MOTION CARRIED**

## STANDING REPORTS

Ex-Officio DKSDAB Member MCSO Scott Ward. Stopped 52 cars relating to speed limits and issued 1 citation. Many drivers stopped were not aware of the 10 mph limit on the bridges. MCSO will continue to monitor speed limits on a bi-monthly basis. Regarding Crime Watch: 4 signs are in place on the bridges. Additional signs will be in place on the Island.

Keys Security, Simon Leird. Not available

Hawks Cay representative, John Cedillo. Inspected the walkway from U.S.1 to the bridge – not Hawks Cay Resort's property. Agreed that the lack of sidewalk is a safety issue for Hawks Cay team members and pedestrians. David Williamson suggested contacting Commissioner Rice's office. Sherry Popham believes traffic that obeys speed limits will help avoid accidents with pedestrians and the continued research for sidewalks with Monroe County.

DKPOA, David Williamson. 1) Sunday, March 6, 2016 DKPOA meeting at Club Duck Key. 2) Hoping to get more people to volunteer for Crime Watch. 3) Thank you to the 50 people and the MSCO for their great turn out for the cleanup of Duck Key.

FWC, no report.

## OLD BUSINESS

- A. Camera update. Sherry Popham advised TYCO has their equipment ready to install; Monroe County is receiving bids for installation of the poles; hopefully camera completion by end of 2016's first quarter.
- B. Directory update Mary Balazs and Susie Ward. Susie Ward received from the County a list of Duck Key property owner's names and addresses. Phil Kircher will draft a letter asking property owners to send an email to [DKSDAB@gmail.com](mailto:DKSDAB@gmail.com), the Board's email address, with Resident's email and phone contact information. This information will be used to contact Residents in the event of an emergency, hurricane or vandalism. This contact information, if necessary, will only be shared with Keys Security and/or MSCO on a per event basis. Susie Ward to send this letter to Duck Key Residents.
- C. Finance reserves analysis update Rick Sherman. Mr. Sherman explained to the Board the Summary of Funds for DKSDAB with a balance in the bank of 461K (see attachment). Next meeting he will bring a cash in and cash out summary that itemizes each expense and revenue. Sherry Popham would like a sum total of the 5 year camera project; set aside the 100K contingency fund for emergencies; then get an exact dollar amount of unallocated funds for each DKSDAB meeting. Mr. Sherman also added, for the reserves of funds: the County maintains a balance of 68K and the Board's decision was a balance of 100K.
- D. Crime Watch. January 2016 was the first crime watch meeting. Plan is to reach out to the community for more volunteers and leaders.
- E. Clarification of scope of authority. For many months the County legal staff has been reviewing at length the current DKSDAB's ordinance. One point the legal staff has agreed on is the ordinance was poorly written. The ordinance that establishes the DKSDAB is predicated on a Florida State law. That State law allows the creation of Municipal Services Taxing Units (MSTU's), which has very broad language and allows citizens like DKSDAB to set up MSTU's and have the opportunity have a much more direct say about how their tax dollars are used.

F. Assessment of vacant lots. This Board agreed by a vote on the January 2016 meeting to ask County to assess the vacant lots at the same rate as the developed lots. The County's legal staff advised a referendum is required. The recommendations of the County are: referendum for the lot assessment; use this referendum to find out what the wishes of our community are regarding DKSDAB's scope of authority. If DKSDAB wants a broader scope of its authority, that requires a referendum. Sherry Popham advised, if we went forward and broaden the scope of DKSDAB there is this concern: there is money in the bank account which is specifically designated for safety and security. The County legal department has assured Ms Popham these funds can only be used for safety and security written under the current ordinance guidelines. Topics of discussion between Board Members: unoccupied lot vs occupied lot, when does the County collect the new assessment of \$200; should this referendum be several different components or one component; architectural designs; seek legal counsel regarding Sunshine Law regarding referendum; County staff would write the referendum. Sherry Popham wanted to publicly thank the County's legal staff for the time and effort researching DKSDAB's ordinance.

**MOTION: SUPPORT AND CONTINUE EXPLORING THE EXPANSION OF THE MSTU MANDATE, FIRST BY SYLVIA HERNANDEZ AND SECONDED BY PHIL KIRCHER.**

**MOTION CARRIED**

**NEW BUSINESS**

Not at this meeting.

**PUBLIC COMMENT**

Demetrio Brid: would like to see DKSDAB expand their scope of authority to include the canal dredging project.

Charles Morse: suggested the referendum be written separately for the assessment of the lots, beautification of Duck Key.

**Meeting closed: 9:41 a.m.**

**Next Scheduled Meeting: May 3, 2016**

**Next Scheduled Meeting Location: Hawks Cay Resort**

**Attachment: Fund 152 Duck Key Security District**

Minutes submitted by: Susan Ward, 258 W Seaview Drive, Duck Key, FL 33050 [susaneward@gmail.com](mailto:susaneward@gmail.com)  
305-393-7157

**FUND 152 DUCK KEY SECURITY DISTRICT**

**Fund Balance Forward Calculation**

2/24/2016 11:24

As of:2/23/16

Fiscal Year

**Audited Fund Bal Prior Year (CAFR)**

**Revenue**

**Expenses**

**Estimated Ending Fund Balance**

2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Adopted	2014 Actual	2015 Adopted	2015 Actual	2015 Estm	2016 Adopted	2016 Actual
206,506	242,965	277,159	311,812	341,942	370,920	400,244	381,582	381,582	392,906	392,906	392,906	404,406	404,406
87,314	83,610	83,181	79,172	78,856	77,794	77,334	342,908	77,091	340,651	77,391	75,600	353,979	75,595
50,855	51,530	48,528	49,041	49,878	48,470	95,996	342,908	65,767	340,651	65,891	66,100	353,979	18,705
242,965	275,044	311,812	341,943	370,920	400,244	381,582	381,582	392,906	392,906	404,406	402,406	404,406	461,296
36,459	32,079	34,653	30,131	28,978	29,324	(18,662)	0	11,324	0	11,500	9,500	1	56,890

Unappropriated Fund Ba 120,722

Revenues:		2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Adopted	2014 Actual	2015 Adopted	2015 Actual	2015 Estm	2016 Adopted	2016 Actual
Special Assesments		73,995	75,405	75,325	75,665	75,796	75,726	75,000	75,656	75,000	75,723	74,500	75,000	74,500
Other Revenue-Interest		9,614	7,276	3,345	2,687	1,542	1,145	1,100	968	800	1,171	1,100	1,100	1,095
Services Tax Coll Excess Fees		2,114	500	502	504	456	463		467		497			
Less 5%								(3,805)		(3,790)			(3,805)	-
Subtotal		85,724	83,181	79,172	78,856	77,794	77,334	72,295	77,091	72,010	77,391	75,600	72,295	75,595
Fund Bal Fwd	70%							270,613		268,641			281,684	
Total		85,724	83,181	79,172	78,856	77,794	77,334	342,908	77,091	340,651	77,391	75,600	353,979	75,595

Appropriations:		2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Adopted	2014 Actual	2015 Adopted	2015 Actual	2015 Estm	2016 Adopted	2016 Actual
Operating -04501		47,325	46,834	48,017	48,188	48,461	95,994	235,058	65,760	235,058	64,891	65,000	247,500	17,705
Tax Collector -69005		4,205	1,694	1,024	1,691	9	2	2,250	7	2,250	1,000	1,100	2,250	1,000
Cash Balance -85527 590991	19%							70,400		67,843			68,831	
Transfers Out														
Contingency -85527 590990	10%							35,200		35,500			35,398	
Total		51,530	48,528	49,041	49,878	48,470	95,996	342,908	65,767	340,651	65,891	66,100	353,979	18,705
		34,193	34,653	30,131	28,978	29,324	(18,662)	0	11,324	0	11,500	9,500	1	56,890