

MONROE COUNTY COMPREHENSIVE PLAN LAND AUTHORITY  
GOVERNING BOARD

October 16, 2024 Meeting Minutes

The Governing Board of the Monroe County Comprehensive Plan Land Authority held a regular meeting on Wednesday, October 16, 2024. The meeting was a hybrid format with the Governing Board members assembled at the Marathon Government Center located at 2798 Overseas Highway Marathon, Florida. Some members of the public participated via Communications Media Technology (CMT) using a Zoom Webinar platform, while other members of the public attended the meeting in person. Chairman David Rice called the meeting to order at 9:24 AM.

G-1 Roll Call. Present and answering roll call, in addition to Chairman David Rice, were Vice Chairman Michelle Lincoln, Commissioner Craig Cates, Commissioner Holly Raschein, and Commissioner Jim Scholl. Attending the meeting in person were Acting Executive Director Cynthia Guerra and County Administrator Christine Hurley. Attending via CMT were Senior Property Acquisition Specialist Mark Rosch, Property Specialist Dina Gambuzza, Office Manager John Beyers, and Counsel Greg Oropeza.

G-2 Bulk Approvals. A motion was made by Commissioner Lincoln and seconded by Commissioner Scholl to approve items G-3 through G7 and G12 through G17. G-8 through G-11 were held for discussion.

G-3 Approval of the minutes for the September 4, 2024 Budget meeting, September 11, 2024 Regular meeting, and September 11, 2024 Budget meeting.

G-4 Review of Monroe County Land Authority Executive Director Monthly Report for October 2024 (through September 30, 2024).

G-5 Review of MCLA expenses for the time period of 9/1/24 through 9/30/24.

G-6 Commissioner Raschein - Approval to re-appoint Erin Muir to the Land Authority Advisory Committee.

G-7 Commissioner Cates – Approval to re-appoint Sandi Williams to the Land Authority Advisory Committee..

G-12 Approval to amend the Acquisition List to add Block 3, Lot 9, Hibiscus Park on Key Largo as an affordable housing site.

G-13 Approval of a contract to purchase Tier 3 property with one ROGO exemption for affordable housing – Block 3, Lot 9, Hibiscus Park on Key Largo near mile marker 101 from Darren Scott for the price of \$250,000.

G-14 Approval of a resolution approving an option agreement to sell pre-acquired Florida Forever land described as Lot 14 and the Northerly 1/2 of Lot 15, Block 30, Crains on Grassy Key in Marathon to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the Price of \$34,000; authorizing the Chairman to execute same; and authorizing the Chairman to execute the deed and associated closing documents. [Resolution 04-2025]

G-15 Approval of a resolution approving an option agreement to sell pre-acquired Florida Forever land described as Lot 13, Block 8, Bay Haven Section 3 on Key Largo to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the price of \$45,000; authorizing the Chairman to execute same; and authorizing the Chairman to execute the deed and associated closing documents. [Resolution 05-2025]

G-16 Approval of a resolution approving an option agreement to sell pre-acquired Florida Forever land described as Lots 13 and 14, Block 5, Summerland Estates Re-subdivision No. 2 on Summerland Key to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the price of \$115,000; authorizing the Chairman to execute same; and authorizing the Chairman to execute the deed and associated closing documents. [Resolution 06-2025]

G-17 Approval of Amendment 1 to the Agreement to purchase Block 17, Lot 10, Rainbow Beach from Habitat for Humanity of Key West and Lower Florida Keys, Inc. to allow the Land Authority to file a quiet title suit to eliminate a title defect at the Seller's expense.

There being no objections, the motion carried (5/0).

The first held item was G-9 Approval of a Resolution of the Monroe County Comprehensive Plan Land Authority approving \$2,000,000 for construction funding upon Key West Housing Authority receiving a loan commitment for funding for entire project and \$8,000,000 for construction funding upon receipt of building permits from the City of Key West for the Key West Housing Authority for between 45 and 54 affordable rental units on property legally described as a Tract of land lying on the Island of Key West, Monroe County, Florida and being known as a portion of Lot 5, Lots 6 through 12, Block 17, and Lots 1 through 8, a portion of Lots 9 through 12, Block 18 and land lying North of said Blocks and being more particularly described as shown in Exhibit A with ID# 00054250-000000 subject to a Land Use Restriction Agreement (LURA); and authorizing the Chairman to execute documents in support of the project. Ms. Hurley addressed the Board. Following discussion, Commissioner Scholl made a motion to approve the item and Commissioner Lincoln seconded the motion. There being no objections, the motion carried (5/0). [Resolution 01-2025]

The second held item was G-10 Approval of a Resolution of the Monroe County Comprehensive Plan Land Authority approving \$2,800,000 for FY26 Budget for reconstruction and new construction funding to the City of Key West for a 20 bedroom affordable rental project with a common area and kitchen for every 4 bedrooms on property legally described as a tract of land lying on the Island of Key West, Monroe County, Florida and being known as Block 19, Lots 2 through 10 and part of Lot 11 and part of land lying North of said Block Key West, Key West FWDN Subdivision Plat 2, PB1-189 (6.45 acres) (aka Poinciana Housing Complex – homeless

housing) G11-147/148 OR1655-1771/1845Q/C OR2410-271 OR2410-272/75ESMT, more particularly described as shown in Exhibit A with ID#00064740-000000 subject to a Land Use Restriction Agreement (LURA); and authorizing the Chairman to execute documents in support of the project. Ms. Hurley addressed the Board. Following discussion, Commissioner Lincoln made a motion to approve the item and Commissioner Cates seconded the motion. There being no objections, the motion carried (5/0). [Resolution 02-2025]

The third held item was G-11 Approval of a Resolution of the Monroe County Comprehensive Plan Land Authority approving \$6,170,457 for construction funding to the City of Key West for 28 homeownership units on property legally described in Exhibit A with ID# 00001630-000801, 318 Fort Street, Key West, Florida, 33040, subject to a Land Use Restriction Agreement (LURA) restricting income limits for households purchasing the units found in Exhibit B, inclusive of an Individual Land Use Restriction (LURA) to be recorded upon purchase of individual condominium units, and authorizing the Chairman to execute documents in support of the project. Ms. Hurley addressed the Board. Following discussion, Commissioner Raschein made a motion to approve the item and Commissioner Lincoln seconded the motion. There being no objections, the motion carried (5/0). [Resolution 03-2025]

The fourth held item was G-8 Approval to amend the Acquisition List to add 3 Key West sponsored projects including: (1) 28 new Loft units on the 3.2 acre site, on a portion of lands described in Quitclaim deed from US Government to City of Key West as recorded in Official Records Book 1839, Page 410, of the Public Records of Monroe County, located at 318 Fort Street having Parcel ID# 00001630-000801; and (2) 54 new Key West Housing Authority units at Poinciana Plaza, legally described as a portion of Lot 5, Lots 6-12, Block 17, and Lots 1-8, a portion of Lots 9-12, Block 18, and land lying North of said Blocks in Key West having Parcel ID# 00054250-000000; and (3) 20 total (4 of which are new) Key West units at Poinciana Plaza, legally described as Lots 2-10, Block 19, and part of Lot 11 and Part of land lying North of said Block, Key West FWDN Subdivision, Plat 2 PB 1-189 (6.45 AC) G11-147/148 OR1655-1771/1845Q/C OR2410-271 OR2410-272/75ESMT. Ms. Hurley addressed the Board. Following discussion, Commissioner Lincoln made a motion to approve the item and Commissioner Scholl seconded the motion. There being no objections, the motion carried (5/0).

There being no further business, the meeting was adjourned at 9:32 AM.

Minutes prepared by:

Cynthia  
Guerra

Digitally signed by  
Cynthia Guerra  
Date: 2024.11.19  
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Cynthia Guerra  
Acting Executive Director



Approved by the Board on: 11/19/2024