

MONROE COUNTY COMPREHENSIVE PLAN LAND AUTHORITY
GOVERNING BOARD

December 11, 2024 Meeting Minutes

The Governing Board of the Monroe County Comprehensive Plan Land Authority held a regular meeting on Wednesday, December 11, 2024. The meeting was a hybrid format with the Governing Board members assembled at the Nelson Government Center located at 102050 Overseas Highway Key Largo, 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 9:33 AM.

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

G-2 Selection of the Chairman and Vice Chairman of the Governing Board. Commissioner Lincoln nominated Commissioner Rice to serve as Chairman. There were no other nominations for Chairman. Commissioner Raschein then nominated Commissioner Lincoln to serve as Vice Chairman. There were no other nominations for Vice Chairman.

G-3 Approval of a resolution electing the Chairman and Vice Chairman of the Governing Board. This resolution documents the Board's selections of David Rice as Chairman and Michelle Lincoln as Vice Chairman. A motion was made by Commissioner Lincoln and seconded by Commissioner Raschein to approve the resolution. There being no objections, the motion carried (5/0). [Resolution 09-2025]

G-4 Bulk Approvals. A motion was made by Commissioner Lincoln and seconded by Commissioner Raschein to approve items G-5 through G-20 in bulk. There being no objections, the motion carried (5/0).

G-5 Approval of a resolution regarding the execution of all warrants, legal documents and papers, and other instruments on behalf of the Land Authority. [Resolution 10-2025]

G-6 Approval of the minutes for the November 19, 2024 meeting.

G-7 Monroe County Land Authority Executive Director Monthly Report for December 2024 (through November 30, 2024).

G-8 Review of MCLA expenses for the time period of 11/1/24 through 11/30/24.

G-9 Approval of a contract to purchase Tier 1 property for administrative relief and conservation – the West 30 feet of Lot 10 and the East 35 feet of Lot 11, Block 3 and the West 15 feet of Lot 11 and all of Lot 12, Block 3, Anglers Park on Key Largo near mile marker 103 from B.C.D. of the Keys, LLC for the price of \$170,000.

G-10 Approval of a contract to purchase Tier 1 property for conservation - Lots 1 and 2, Government Lot 3, Plat of Survey (OR 407-695) on Sugarloaf Key near mile maker 19 from Ivette Maria Rodriguez for the price of \$156,000.

G-11 Approval of a resolution approving an option agreement to sell pre-acquired Florida Forever land described by metes and bounds (Parcel ID# 00115840-000500) on Cudjoe Key to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the price of \$240,000; authorizing the Chairman to execute same; and authorizing the Chairman to execute the deed and associated closing documents. [Resolution 11-2025]

G-12 Approval of a resolution approving an option agreement to sell pre-acquired Florida Forever land described as Lots 19 and 20, Block 4, First Addition to The Ladies Acre on Little Torch Key to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the price of \$25,000; authorizing the Chairman to execute same; and authorizing the Chairman to execute the deed and associated closing documents. [Resolution 12-2025]

G-13 Approval of a resolution approving an option agreement to sell pre-acquired Florida Forever land described as Lot 22, Block 11, Ramrod Shores First Addition on Ramrod Key to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the price of \$19,000; authorizing the Chairman to execute same; and authorizing the Chairman to execute the deed and associated closing documents. [Resolution 13-2025]

G-14 Approval of a resolution approving an option agreement to sell pre-acquired Florida Forever land described as Lots 5 and 10, Block 28, Pine Crest on Big Pine Key to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the price of \$38,000; authorizing the Chairman to execute same; and authorizing the Chairman to execute the deed and associated closing documents. [Resolution 14-2025]

G-15 Approval of a resolution of the Monroe County Comprehensive Plan Land Authority authorizing the conveyance of real property located at 81 County Road on Big Pine Key, having Parcel ID #00111360-000500 to Monroe County for affordable housing subject to a Land Use Restriction Agreement (LURA). [Resolution 15-2024]

G-16 Approval of a resolution of the Monroe County Comprehensive Plan Land Authority authorizing the conveyance of real property located at Block 22, Lot 16, Big Pine Cove Subdivision (PB3-131) on Big Pine Key, having Parcel ID #00308540-000000, to Monroe County for Affordable Housing subject to a Land Use Restriction Agreement (LURA). [Resolution 16-2024]

G-17 Approval of a resolution of the Monroe County Comprehensive Plan Land Authority authorizing the conveyance of real property located at Block 22, Lot 15, Big Pine Cove Subdivision (PB3-131) on Big Pine Key, having Parcel ID 00308540-000100, to Monroe County for Affordable Housing subject to a Land Use Restriction Agreement (LURA). [Resolution 17-2025]

G-18 Approval of a resolution of the Monroe County Comprehensive Plan Land Authority authorizing the conveyance of real property located at Block 22, Lot 17, Big Pine Cove Subdivision (PB3-131) on Big Pine Key, having Parcel ID 00308540-000200, to Monroe County for Affordable Housing subject to a Land Use Restriction Agreement (LURA). [Resolution 18-2025]

G-19 Approval of ground lease, pursuant to a Declaration of Affordable Housing Restrictions Dated December 7, 2011, between the Key West Housing Authority and Habitat for Humanity of Key West and Lower Florida Keys, Inc. for development of an affordable single-family home at 222 Petronia Street, Key West.

G-20 Approval of ground lease, pursuant to a Declaration of Affordable Housing Restrictions Dated October 21, 2011, between the Key West Housing Authority and Habitat for Humanity of Key West and Lower Florida Keys, Inc. for development of an affordable single-family home at 304 Truman Avenue, Key West.

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

There being no further business, the meeting was adjourned at 9:35 AM.



Minutes prepared by:

Cynthia
Guerra

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Cynthia Guerra
Date: 2025.01.15
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Cynthia Guerra
Acting Executive Director

Approved by the Board on:

01-15-2025