

MONROE COUNTY COMPREHENSIVE PLAN LAND AUTHORITY
GOVERNING BOARD

September 10, 2025 Meeting Minutes

The Governing Board of the Monroe County Comprehensive Plan Land Authority held a regular meeting on Wednesday, September 10, 2025. 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 9:26 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 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 Bulk Approvals. A motion was made by Commissioner Lincoln and seconded by Commissioner Raschein to approve items G-3 through G10

G-3 Approval of the minutes for the August 20, 2025 meeting

G-4 Review of MCLA expenses for the time period of 08/1/25 through 8/31/25.

G-5 Review of Monroe County Land Authority Executive Director Monthly Report for September 2025 (through August 31, 2025).

G-6 Approval of a contract to purchase Tier 1 property for conservation - Block 14, Lot 19, North Sugarloaf Acres Section Two on Sugarloaf Key near mile marker 19 from North American Land Corporation for the price of \$19,000.

G-7 Approval of a contract to purchase Tier 1 property for conservation - Block 65, Lot 5, Port Pine Heights 2nd Addition on Big Pine Key near mile marker 30 from Michael F. Anders for the price of \$49,000

G-8 Approval of an annual Lease Agreement between the Board of County Commissioners and the Monroe County Comprehensive Plan Land Authority (MCLA) to provide 866 sq. ft. of office space for five (5) years at the Harvey Government Center. This lease provides an option to renew for two (2) additional periods of five (5) years each. The FY26 lease payment is \$2,886.67 per month / \$34,640.00 annual and shall increase 3% each year.

G-9 Approval of First Amendment to extend the term of a Contract for Affordable Housing Project Analysis, said contract being between the Monroe County Comprehensive Plan Land Authority

and Marais Development Partners, LLC; with all other terms of the Contract to remain the same, including the not to exceed amount which was approved at \$49,999.00.

G-10 Approval of a First Amendment to extend the term and modify the compensation in a Contract for professional contracting services provided by Scull and Scull, P.A., with services including acquisition and contractual work on behalf of the Land Authority; extending the term to September 30, 2026 and adding a Cost of Living increase to the hourly rate; with all other terms of the Contract to remain the same, including the annual not to exceed amount which was approved at \$130,000.

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

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

Minutes prepared by: Cynthia Guerra
Cynthia Guerra
Executive Director

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Cynthia Guerra
Date: 2025.10.15
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Approved by the Board on: 10/15/2025