

**RESOLUTION NO. 25-10-90**

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING WORK AUTHORIZATION NO. 6 BETWEEN M. T. CAUSLEY, LLC, AND ISLAMORADA, VILLAGE OF ISLANDS, TO PROVIDE GENERAL SUPPORT SERVICES TO THE BUILDING SERVICES DEPARTMENT; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF WORK AUTHORIZATION NO. 6; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE WORK AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, on March 18, 2018, Islamorada, Village of Islands (the "Village"), published a Request for Proposals for General Support Services for the Building Services and Code Compliance Departments (RFP 18-12); and

**WHEREAS**, on June 14, 2018, the Village Council of Islamorada, Village of Islands (the "Village Council") adopted Resolution No. 18-06-47, thereby approving the final rankings and recommendations of the RFP 18-12 Selection Committee whereby M. T. Causley, LLC ("MTC"), was selected to provide building support services to the Village; and

**WHEREAS**, the Village subsequently entered into a Continuing Services Agreement (the "Agreement") with MTC for building support services effective June 19, 2018, for a five (5) year period, which has been extended multiple times by resolution according to the terms of the Agreement; and

**WHEREAS**, on October 25, 2022, the Village Council adopted Resolution No. 22-10-113, thereby approving a First Amendment to the Agreement thereby changing the term of the agreement to remain effective unless either party provides thirty (30) days written notice to terminate; and

**WHEREAS**, the Village and MTC desire to enter into Work Authorization No. 6 under the

Agreement to provide building support services for fiscal year 2025-2026 in an amount not to exceed Four Hundred Thousand Dollars (\$400,000.00); and

**WHEREAS**, the Village Council finds that approval of Work Authorization No.6 with MTC is in the best interest of the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

**Section 1.** **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this reference.

**Section 2.** **Approval of Work Authorization.** The Village Council hereby approves Work Authorization No. 6 between MTC and the Village, a copy of which is attached as Exhibit "A," together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

**Section 3.** **Authorization of Village Officials.** The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of Work Authorization No. 6.

**Section 4.** **Authorization of Fund Expenditure.** Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of Work Authorization No. 6.

**Section 5.** **Execution of Work Authorization.** The Village Manager is authorized to execute Work Authorization No. 6 on behalf of the Village, to execute any required agreements and/or documents to implement the terms and conditions of Work Authorization No. 6 and to

execute any extensions and/or amendments to to Work Authorization No. 6, subject to the approval as to form and legality by the Village Attorney.

**Section 6. Effective Date.** This Resolution shall take effect immediately upon adoption.

Motion to adopt by Don Horton, second by Deb Gillis.

**FINAL VOTE AT ADOPTION  
VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS**

Mayor Sharon Mahoney	<u>Yes</u>
Vice Mayor Don Horton	<u>Yes</u>
Councilwoman Deb Gillis	<u>Yes</u>
Councilwoman Anna Richards	<u>Yes</u>
Councilman Steve Friedman	<u>Yes</u>

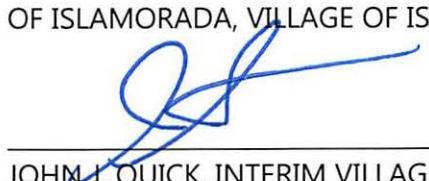
**PASSED AND ADOPTED THIS 7th DAY OF OCTOBER, 2025.**

  
SHARON MAHONEY, MAYOR

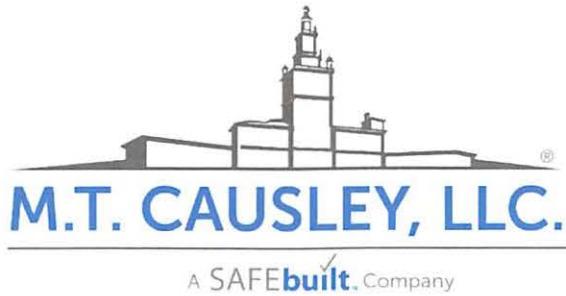
ATTEST:

  
MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND  
LEGALITY FOR THE USE AND BENEFIT  
OF ISLAMORADA, VILLAGE OF ISLANDS:

  
JOHN J. QUICK, INTERIM VILLAGE ATTORNEY





September 24, 2025

Sheila Denoncourt  
Building Official  
Islamorada, Village of Islands  
86800 Overseas Highway  
Islamorada, FL 33036

Re: Revision to Rate Sheet

Dear Ms. Denoncourt,

M.T. Causley has enjoyed providing services to the Village based on the Non-Exclusive Continuing Services Agreement (Agreement). Pursuant to Section 21 of the Agreement, we hereby wish to communicate our intent to revise the current building department services hourly rates pursuant to Exhibit A hereby incorporated. Please indicate your agreement to the foregoing terms by signing and dating this letter in the space indicated below. We look forward to a continued working relationship with the Village.

Sincerely,

  
Matthew K. Causley  
President

Islamorada, Village of Islands agrees to revise the current rate effective October 1, 2025.

Print Name and Title

Signature

Date

Sheila Denoncourt

Digitally signed by Sheila Denoncourt  
DN: CN=US,  
E=shelia.denoncourt@islamorada.fl.us, O=Village  
of Islamorada, OU=Building Services Director,  
CN=Sheila Denoncourt  
Date: 2025.09.25 07:02:25-04'00'

EXHIBIT "A"  
To Project Agreement (WA #6) - as amended

**Time tracked will start when Consultant checks in at the Village at first inspection site.**

<b>Rates effective 10/01/2025 through 9/30/2026</b>		
<b>SERVICE</b>	<b>STANDARD HOURLY RATE</b>	<b>BEYOND 5PM &amp; SATURDAYS**</b>
Building Official	\$148.08 per hour with a four (4) hour minimum	\$210.12 per hour with a four (4) hour minimum
Multi-certified Plans Examiner & Inspector Excludes natural disaster events	\$99.19 per hour with a four (4) hour minimum	\$148.78 per hour with a four (4) hour minimum
Single trade Plans Examiner & Inspector Excludes natural disaster events	\$99.19 per hour with a four (4) hour minimum	\$166.30 per hour with a four (4) hour minimum
Permit Processing Support Services Excludes natural disaster events	\$52.53 per hour with a four (4) hour minimum	\$78.80 per hour with a four (4) hour minimum
Remote Structural Plan Review Services	\$196.27 per hour with no minimum	N/A
Code Supervisor	\$143.17 per hour with a four (4) hour minimum	\$214.76 per hour with a four (4) hour minimum
Code Officer	\$106.09 per hour with a four (4) hour minimum	\$159.14 per hour with a four (4) hour minimum
Code Clerk	\$92.70 per hour with a four (4) hour minimum	\$139.05 per hour with a four (4) hour minimum
Planner	\$134.00 per hour with a four (4) hour minimum unless remote	\$205.02 per hour with a four (4) hour minimum unless remote
Principal Planner	\$190.55 per hour with a four (4) hour minimum unless remote	\$285.83 per hour with a four (4) hour minimum unless remote
Planning Administrator	\$196.73 per hour with a four (4) hour minimum unless remote	\$295.10 per hour with a four (4) hour minimum unless remote
<b>Natural Disaster Events</b>		
Village will be provided with licensed, qualified staff to conduct damage assessment services	\$110.87 per hour with a four (4) hour minimum, plus expenses*	\$166.30 per hour with a four (4) minimum, plus expenses*
Additional Permit Processing Support Services	\$58.35 per hour with a four (4) hour minimum plus expenses*	\$87.55 per hour with a four (4) hour minimum plus expenses*

- Expenses = lodging, travel and meals when additional staff is relocated to provide additional support
- Services requested for US Federal Recognized Holidays and Sundays will be provided at two (2) times the standard hourly rate.