

## M E M O R A N D U M

**TO:** Town Commission

**FROM:** Tom Harmer, Town Manager

**REPORT DATE:** September 1, 2020

**MEETING DATE:** September 14, 2020

**Subject:** Appointments to Town Boards and Committees

### **Recommended Action**

Make appointments, select Chair and Vice Chair for the CRS Board of Trustees, and/or provide direction to Manager on scheduling a future Meet and Greet.

### **Background**

Due to a vacancy on the Planning & Zoning (P&Z) Board, two vacancies on the Citizens Tax Oversight Committee (CTOC), and one term expiration on the Consolidated Retirement System Board of Trustees (CRS), the Town Clerk's office advertised the volunteer opportunities in both the Longboat Key Observer and the Longboat Key News.

Historically, the Town Commission would hold one-on-one Meet and Greets with the applicants on the day of the formal appointments. The Meet and Greets which were scheduled for June 30, 2020, were postponed until September 14, 2020, due to the current public health advisory for COVID-19. As the current public health advisory still exists, the Meet and Greets have again been postponed pending Commission direction.

The formal appointments can be made at the September 14, 2020, Regular Meeting unless the Commission would like to further defer the appointments until Meet and Greets can be scheduled. If the Meet and Greets are the preferred option, Staff will forward the appointments to the October 5, 2020, Regular Meeting for potential Meet and Greets depending on whether or not the Commission is still meeting in a virtual format.

The P&Z Board has one vacancy for appointment for a partial term until May 12, 2021. The following individuals submitted applications for consideration:

- Mr. Christopher Carman, District 5 (currently seated on the CTOC, previously sought appointment to the Zoning Board of Adjustment)
- Mr. Gary Coffin, District 1
- Mr. Gary Ehlers, District 2 (previously served on Code Enforcement Board)
- Mr. Aaron Kleiner, District 4 (currently serves on the Zoning Board of Adjustment)
- Ms. Maryl Levine, District 2
- Ms. Margaret Nuzzo, District 2
- Mr. S. Jay Plager, District 1
- Mr. Jack Wilson, District 4 (currently serves as Town's representative on the MPO-CAC and previously served on Code Enforcement Board).

Mr. Kleiner was reappointed to the Zoning Board of Adjustment (ZBA) on June 1, 2020, however, he would be eligible for consideration for appointment to the P&Z Board. If selected, the Clerk's Office would initiate the process to fill the vacancy on the ZBA.

CRS Board of Trustees (CRS): One application was received from Mr. Steve Branham (District 3, seeking reappointment) for a term effective from October 1, 2020, through September 30, 2023, for the CRS. Additionally, per Section 34.101(F), Board of Trustees, of the Town Code, the Commission "shall designate" the Chair and Vice Chair of the Board. Currently, Mr. Branham is the Chair and Mr. Frank Cona serves as the Vice Chair and are willing to continue to serve in that capacity.

CTOC: No applications were received for the Citizens Tax Oversight Committee.

**Staff Recommendation**

Make appointments, select Chair and Vice Chair for the CRS, and/or provide direction to Manager on scheduling future Meet and Greets.

**Attachments**

- A. Membership Roster for the P&Z Board (available in the Town Clerk's Office)
- B. Applications for P&Z Board (available in the Town Clerk's Office)
- C. Membership Roster for the CRS (available in the Town Clerk's Office)
- D. Application for CRS (available in the Town Clerk's Office)

**End of Agenda Item**