

**APPROVAL OF MINUTES FOR  
SEPTEMBER 14, 2020, SPECIAL MEETING (BUDGET)**

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
VIRTUAL SPECIAL MEETING  
SEPTEMBER 14, 2020**

**Present:** Mayor Ken Schneier, Commissioners George Spoll and Ed Zunz

**Participating by**

**Remote Access:** Vice Mayor Mike Haycock, Commissioners B.J. Bishop, Jack Daly, Sherry Dominick

**Also Present:** Town Manager Tom Harmer, Town Clerk Trish Shinkle, Information Technology Director Jason Keen

**Also Participating by**

**Remote Access:** Town Attorney Maggie Mooney

**1. Call to Order**

**Mayor Schneier called the Virtual Special Meeting to order at 5:03 p.m. in the Town Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida, with limited Staff members present.**

Mayor Schneier noted Executive Order No. 20-69 (subsequently amended and extended) providing for the continuation of holding remote meetings utilizing Communications Media Technology (CMT).

**2. Roll Call**

Town Clerk Trish Shinkle called roll for attendance by remote participation with all Commissioners present.

**3. Pledge of Allegiance**

**4. Pledge of Public Conduct**

Mayor Schneier led the Pledge of Allegiance, noted the Town's Civility Policy, and read the Pledge of Public Conduct.

**5. Approval of Virtual Meeting Protocols and Process**

Town Manager Tom Harmer reviewed the procedures and the protocols for the virtual meeting.

**Mayor Schneier requested and Commissioner Dominick moved to accept the virtual meeting protocols and approve the developed process. The motion, seconded by Vice Mayor Haycock, carried by a 7-0 roll call vote, as follows: Dominick, aye; Haycock, aye; Zunz, aye; Daly, aye; Spoll, aye; Bishop, aye; Schneier, aye.**

**6. Public to be Heard**

\*Virtual public participation instructions were provided as an attachment to the meeting agenda.

A. At each meeting, the Town Commission sets aside time for the public to address issues not on the agenda.

No items were presented.

B. All other agenda items except public hearings.

No items were presented.

## **7. Resolution and Public Hearing**

A. Resolution 2020-13, Setting of Tentative Millage Rate for the Town's General Operating, General Obligation Debt Service, Gulfside District and Bayside District  
Resolution 2020-13 provides for tentative millage rates for Longboat Key's General Operating, General Obligation Debt Service, Gulfside District, and Bayside District. Recommended Action: Forward Resolution 2020-13 to the September 29, 2020, Special Meeting (5:01 pm time certain) for second public hearing.

B. Resolution 2020-14, Adopting the Town of Longboat Key FY 2020-2021 (FY21) Budget  
Resolution 2020-14 provides for a tentatively adopted budget of the Town of Longboat Key FY21 Budget, and provides for compliance with the Capital Improvements element of the Town's Comprehensive Plan. Recommended Action: Forward Resolution 2020-14 to the September 29, 2020, Special Meeting (5:01 pm time certain) for second public hearing.

Town Clerk Trish Shinkle placed Resolution 2020-13 on record by title only.

### **Mayor Schneier opened the public hearing on Resolution 2020-13.**

Town Manager Tom Harmer and Finance Director Sue Smith gave a PowerPoint presentation on Resolution 2020-13. Discussions were held on the following topics/issues:

- anticipated increase in millage for debt obligations
- number of calls received relating to the TRIM (Truth in Millage) forms
- number of target days (unassigned General Fund balance).

Finance Director Smith provided and reviewed the rolled-back rate.

Discussions continued on the following topics/issues:

- tax rate comparisons for surrounding governmental agencies
- professional service expenses related to subaqueous spill.

### **As no one wished to speak, Mayor Schneier closed the public hearing on Resolution 2020-13.**

Finance Director Smith stated the rolled-back rate for the record.

**Commissioner Dominick moved to tentatively levy ad valorem taxes for the Town of Longboat Key of 2.1144 mills for general operating purposes, 0.0607 mills for general obligation facility improvement bonds, 0.9458 mills for the Longboat Key Gulfside District, and 0.2365 mills for the Longboat Key Bayside District for the fiscal year beginning October 1, 2020, and ending September 30, 2021. The motion, seconded by Vice Mayor Haycock, carried by a 7-0 roll call vote, as follows: Dominick, aye; Haycock, aye; Spoll, aye; Bishop, aye; Zunz, aye; Schneier, aye; Daly, aye.**

**Commissioner Dominick moved to forward Resolution 2020-13 to the September 29, 2020, Special Meeting at 5:01 p.m. for second public hearing. The motion, seconded by Commissioner Spoll carried by a 7-0 roll call vote, as follows: Dominick, aye; Spoll, aye; Schneier, aye; Haycock, aye; Bishop, aye; Daly, aye; Zunz, aye.**

Town Clerk Shinkle placed Resolution 2020-14 on record by title only.

### **Mayor Schneier opened the public hearing on Resolution 2020-14.**

B. Resolution 2020-14, Adopting the Town of Longboat Key (FY21) Budget - Continued  
Town Manager Harmer advised the presentation given on Resolution 2020-13 included the provisions of Resolution 2020-14 and affirmed his testimony on Resolution 2020-14.

Finance Director Smith affirmed her testimony relating to Resolution 2020-14.

**As no one wished to speak, Mayor Schneier closed the public hearing on Resolution 2020-14.**

**Commissioner Dominick moved to tentatively adopt a budget for the Town of Longboat Key for the fiscal year beginning October 1, 2020, and ending September 30, 2021; making appropriations for the purpose of meeting expenses and expenditures set forth in said budget; providing for compliance with the Capital Improvements Element of the Town's Comprehensive Plan; adopting a five-year Capital Improvements Program and Capital Improvements Schedule for fiscal years 2021-2025. The motion, seconded by Commissioner Spoll, carried by a 7-0 roll call vote, as follows: Dominick, aye; Spoll, aye; Daly, aye; Schneier, aye; Zunz, aye; Haycock, aye; Bishop, aye.**

**Commissioner Spoll moved to forward Resolution 2020-14 to the September 29, 2020, Special Meeting at 5:01 p.m. for second public hearing. The motion, seconded by Commissioner Zunz, carried by a 7-0 roll call vote, as follows: Spoll, aye; Zunz, aye; Schneier, aye; Haycock, aye; Bishop, aye; Dominick, aye; Daly, aye.**

#### **8. Ordinances – First Reading and Public Hearing**

Ordinance 2020-08 Amending the Capital Improvements Schedule of the Capital Improvements Element Concurrent with Adoption of the FY 2020-2021 (FY21) Budget  
Ordinance 2020-08 concurrently updates the five-year Capital Improvement Schedule of the Capital Improvements Element with adopting of the FY21 Budget as required by Florida Statutes. Ordinance 2020-08 is placed on the September 14, 2020, Special Meeting for first reading and public hearing. Recommended Action: Forward Ordinance 2020-08 to the September 29, 2020, Special Meeting (5:01 pm time certain) for second reading and public hearing concurrent with FY21 Budget adoption.

Town Clerk Trish Shinkle placed Ordinance 2020-08 on record by title only.

**Commissioner Spoll moved to pass Ordinance 2020-08 on first reading and to forward to the September 29, 2020, Special Meeting at 5:01 p.m. for second reading and public hearing. The motion was seconded by Vice Mayor Haycock.**

**Mayor Schneier opened the public hearing.**

Town Manager Tom Harmer provided an overview of Ordinance 2020-08.

**As no one wished to speak, Mayor Schneier closed the public hearing on Ordinance 2020-08.**

**The motion carried by a 7-0 roll call vote, as follows: Spoll, aye; Haycock, aye; Zunz, aye; Daly, aye; Schneier, aye; Bishop, aye; Dominick, aye.**

**9. Adjournment**

**Mayor Schneier noted the September 14, 2020, Regular Meeting would reconvene at 6:30 p.m., and adjourned the September 14, 2020, Special Meeting at 6:03 p.m.**

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Trish Shinkle, Town Clerk

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Kenneth Schneier, Mayor

Minutes Approved: \_\_\_\_\_

Note: Minutes in draft form and not official until approved by the Commission.

**End of Agenda Item**