

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

**TO:** Town Commission

**FROM:** Tom Harmer, Town Manager

**REPORT DATE:** November 16, 2020

**MEETING DATE:** December 7, 2020

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

### **Recommended Action**

Make appointments to the Planning & Zoning Board, the Citizens' Tax Oversight Committee, 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 and two vacancies on the Citizens' Tax Oversight Committee (CTOC), 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. As the current public health advisory still exists, the Meet and Greets have not been scheduled pending Commission direction.

The formal appointments can be made at the December 7, 2020 Regular Meeting unless the Commission would like to 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 January 5, 2021 Regular Meeting for potential Meet and Greets depending on whether or not the Commission is still meeting in a hybrid format.

The P&Z Board has one current 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)
- Mr. Gary Coffin, District 1
- Mr. Gary Ehlers, District 2 (previously served on Code Enforcement Board)
- Mr. Leonard Garner, District 1 (previously served on Planning & Zoning Board)
- Mr. Aaron Kleiner, District 4 (currently serves on the Zoning Board of Adjustment)
- Ms. Margaret Nuzzo, District 2.

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.

In addition to the current opening, two of the current P&Z Board members are now Commissioners-elect. They will take office officially on March 22, 2021. They have not officially resigned from the P&Z Board at this time and both members have indicated that they plan to serve on the P&Z Board until they take office. The Commission can appoint replacement members for the P&Z Board in advance from the current list of applicants or we can readvertise for those vacancies in early 2021.

Debra Williams (P&Z Board Seat 4) term is set to expire on May 12, 2021 so an appointment for that seat should address the remaining period and the next term.

Penny Gold (P&Z Board Seat 7) term expires on May 11, 2022 so an appointment to that seat would finish her current term.

CTOC: Two applications were received from Mr. Jack Brill and Mr. Paul Levine for the Citizens' Tax Oversight Committee.

### **Staff Recommendation**

Make appointments to the Planning & Zoning Board, the Citizens' Tax Oversight Committee, and/or provide direction to Manager on scheduling a future Meet and Greet.

### **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 CTOC (available in the Town Clerk's Office)
- D. Application for CTOC (available in the Town Clerk's Office)

**End of Agenda Item**