



This meeting will be live-streamed via the Town's website.

Town of Longboat Key Town Commission

Town Hall, 501 Bay Isles Road

Longboat Key, FL 34228

www.longboatkey.org

Ken Schneier, Mayor; Mike Haycock, Vice Mayor;
Sherry Dominick, District 1; Penny Gold, District 2;
Debra Williams, District 4; Maureen Merrigan, District 5;
and B.J. Bishop, At-Large

AGENDA

REGULAR MEETING (In-Person/Virtual)

June 7, 2021 – 1:00 PM

1. Call to Order and Pledge of Allegiance

2. Pledge of Public Conduct

- We may disagree, but we will be respectful of one another.
- We will direct all comments to issues.
- We will avoid personal attacks.
- Audience members wishing to speak must be recognized by the Chair.
- Speaking without being recognized will be considered as "Out of Order."

3. Statement of Hybrid Meeting Protocols

4. Public to be Heard

Opportunity for Public to Address Town Commission

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

5. Reports

- A. Committee Reports
- B. Proclamation – Hurricane Preparedness Month – June 2021

6. Consent Agenda

The purpose of the Consent Agenda is to expedite formal action on agenda items that are routine in nature. Any item on the Consent Agenda can be removed from the Consent Agenda and placed on the Regular Meeting Agenda by any member of the Commission without a motion, a second, or a vote. Otherwise, all items on the Consent Agenda are voted upon in their totality by one action (motion, second and vote) and are not subject to discussion. A vote in the affirmative on the Consent Agenda provides the formal action noted for each item.

- A. Approval of Minutes

April 19, 2021 Regular Workshop Meeting; April 19, 2021 Special Meeting (District 5 Vacancy); April 23, 2021 Special Workshop Meeting (Commission Retreat); May 3, 2021 Regular Meeting; and May 17, 2021 Commission Training Minutes.

Recommended Action: Approve Minutes.

B. Medical Director Services Agreement

Florida Statutes require appointment of a licensed physician as Medical Director for emergency medical service systems. The Town's current agreement with Global Emergency Medical Services expires on September 30, 2021. This item is placed on the June 7, 2021 Consent Agenda for formal action.

Recommended Action: Authorize Manager to execute Medical Director Services Agreement.

C. Memorandum of Understanding (MOU) with State College of Florida (SCF) for Continuity of Operations and Continuity of Governments in the Event of a Disaster

Since August 25, 2015 the Town has been a party to a MOU with SCF providing for a location for the Town to re-locate certain meetings, operations, and services in the event of a disaster that precludes normal operations/services on the island.

Recommended Action: Authorize Manager to execute the MOU between the Town and SCF.

D. Request for Waiver of Public Forum Permit (PFP) Fee for July 4, 2021 Freedom Festival

The Longboat Key Chamber of Commerce requests waiver of \$100 PFP fee and related costs for the July 4, 2021 Freedom Festival.

Recommended Action: Waive \$100 PFP fee.

E. July 2021 Regular Meeting Date Change and Cancellation of June 28, Special Meeting, July Workshop and August Meetings

At the May 18, 2021 Regular Workshop Meeting there was Commission consensus for the July 6, 2021 (1pm) Regular Meeting date change to July 2, 2021 (9am). The Town Charter provides for cancellation of the July Workshop Meeting, and August Meetings, which has traditionally been done. The June 28, 2021 Special Meeting for Budget issues is not needed per Commission discussion at the May 18, 2021 Special Workshop (Budget) and included for formal cancellation.

Recommended Action: Approve July 2021 Regular Meeting date change from July 6 (1pm) to July 2 (9am); cancel June 28, 2021 Special Meeting, July Workshop and August Meetings.

7. Ordinances - First Reading

A. Ordinance 2021-04, Renewal of Waste Management Franchise Agreement for Solid Waste and Recycling Collection

Ordinance 2021-04 provides for renewal of the Town's solid waste and recycling franchise agreement with Waste Management for another three-year term through June 30, 2024. This item is placed on the June 7, 2021 Regular Meeting for first reading.

Recommended Action: Forward Ordinance 2021-04 to the July 2, 2021 Regular Meeting for second reading and public hearing.

B. Ordinance 2021-06, Request for Referendum for Property Located at 6960 Gulf of Mexico Drive

Town Charter Article II, Sec. 22 provides for any residential increase to be approved by the Town's electors by referendum. At the May 18, 2021 Regular Workshop Meeting there was Commission support for staff to develop Ordinance 2021-06 for placement of a referendum question on the November 2, 2021 ballot.

Recommended Action: Forward Ordinance 2021-06 to the July 2, 2021 Regular Meeting for second reading and public hearing.

C. Ordinance 2021-07, Request for Referendum for Property Located at 597 Buttonwood Drive

Town Charter Article II, Sec.22 provides for any residential density increase to be approved by the Town's electors by referendum. At the May 18, 2021 Regular Workshop Meeting there was Commission support for staff to develop Ordinance 2021-07 for placement of a referendum question on the November 2, 2021 ballot.

Recommended Action: Forward Ordinance 2021-07 to the July 2, 2021 Regular Meeting for second reading and public hearing.

8. Ordinance – Second Reading and Public Hearing

A. Ordinance 2021-01, Amending Chapter 100, Marine Turtle Protection

At the April 19, 2021 Regular Workshop Meeting the Town Commission reviewed and discussed proposed amendments to Chapter 100. First reading of Ordinance 2021-01 was held at the May 3, 2021 Regular Meeting and was forwarded to the June 7, 2021 Regular Meeting for second reading, public hearing and adoption.

Recommended Action: Adopt Ordinance 2021-01.

B. Ordinance 2021-02, Amending Chapter 34.50, Firefighters Retirement System, Disability

Florida Statutes Section 112.1816 mandates certain employer-funded cancer benefits for firefighters who are diagnosed with certain cancers and eligible to receive disability or death benefits. Ordinance 2021-02 was recommended for adoption by the Consolidated Retirement System Board of Trustees. First reading of Ordinance 2021-02 was held at the May 3, 2021 Regular Meeting and was forwarded to the June 7, 2021 Regular Meeting for second reading, public hearing and adoption.

Recommended Action: Adopt Ordinance 2021-02.

9. Resolution

Resolution 2021-15, Providing for Interactive Electronic Media Technology (IEMT) Policy

In 2013 the Town Commission adopted policies related to electronic or telephonic attendance at Commission meetings where an in-person quorum was present. Due to advancements in technology and recent experience with virtual and hybrid meetings the Commission directed staff to develop a Resolution to update their policy and establish an IEMP Policy for the Town Commission.

Recommended Action: Pass Resolution 2021-15.

10. Discussion Items

Discussion Regarding Florida Power & Light (FPL) “EVOlution” Grant Program for Electric Vehicle (EV) Charging Station Infrastructure

FPL initiated a pilot program “EVOlution” to promote placement of EV charging station infrastructure in public places. The grant includes related signage, installation and equipment maintenance at no cost, provided the partner provides locations, and pays for all electric costs to operate the stations.

Recommended Action: Provide direction to Manager.

11. Town Commission Comments

12. Town Attorney Comments

- A. Appointment of Assistant Town Attorney Andrew Mai, of Persson, Cohen & Mooney, P.A.
- B. Update on Noise Ordinance Discussion for June 21, 2021 Regular Workshop Meeting

13. Town Manager Comments

14. Adjournment

Please be advised that the Florida Governor’s Office has declared a State of Emergency due to the Coronavirus (COVID-19) pandemic. As reported by the Center for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. These droplets may land on objects and surfaces. Other people may contract COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. Therefore, merely cleaning facilities, while extremely important and vital in this crisis, may not be enough to stop the spread of this virus. Those with weakened immune systems may want to avoid the Town Commission’s meeting in order to avoid a potential exposure to the virus.

It is required that a physical quorum of the Town Commission will gather in person for a Town Commission meeting and public hearing within the Town Commission Chambers at Town Hall, 501 Bay Isles Road, Longboat Key, Florida, and other members of the Town Commission may appear and utilize CMT, specifically Zoom, to participate in the public meeting and hearings. The Town will require that all persons attending the public meeting/hearing within Town Hall observe and follow applicable CDC and Health Department guidance.

While it is necessary to hold the above referenced meeting of the Town Commission despite the current public health emergency, the Town Commission fully encourages public participation in a safe and efficient manner. Toward that end, anyone [wishing to listen to the meeting can do so](#) at <https://www.longboatkey.org/town-government/commission-meetings-live>. Additionally, the public can submit comments on agenda items to the Town Clerk in advance at tshinkle@longboatkey.org. Please submit comments on agenda items to the Town Clerk no later than Monday, June 7, 2021 at 10:00 a.m., to facilitate the Town Commission’s consideration of such questions and comments during the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Fla. Stat.).

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing a special accommodation to participate in this proceeding should contact the Town Clerk's office at 941-316-1999 seventy-two (72) hours in advance of this proceeding. If you are hearing impaired, please call 941-316-8719.

Hybrid Meeting Protocols and Process

The Town Commission's June 7, 2021, Regular Meeting at 1:00 p.m. will be conducted both in-person and virtually with limited seating for the public and limited staff in attendance in the Commission Chamber at Town Hall. The Town is affording the public with a virtual meeting attendance option to provide the public with additional means to participate in the Town's meeting during the State's declared State of Emergency.

The Town encourages public participation in its public meetings and hearings and is affording multiple options for public participation based upon individual needs and health concerns. In-person gatherings by the public at Town Hall shall be governed by applicable Gubernatorial Executive Orders in effect at the time, CDC, and Health Department recommendations. The Town will require that all persons attending the public meeting/hearings within Town Hall observe and follow applicable CDC and Health Department guidelines on social distancing. Seating within Town Hall is limited to a maximum of 50 people, which includes overflow seating outside the Commission Chamber. The public must also observe any applicable health, safety and welfare protocols within Town Hall.

In that regard, the Town is offering the public the option of participating in the Town's public meetings in-person at Town Hall, or virtually by following the login instructions below.

If you do not plan on participating in the meeting but only wish to view, please consider viewing the meeting via the Town's online streaming option as described in option #2 so that there can be more available bandwidth for individuals who wish to participate/speak in the virtual meeting using the Zoom medium as described in option #4.

Please be advised that there is a 45 second delay due to closed captioning when the Town Commission meeting is viewed using the online option.

Further, should you encounter difficulties in viewing or participating in the meeting with the option you choose, please consider using an alternate form of participation from the options listed below.

To participate in the Town Commission Regular Meeting on June 7, 2021, at 1:00 p.m. in virtual format, you have the following options:

1. Listen to the meeting via phone

You may listen to the audio only from your phone by dialing 1-646-558-8656 and when the meeting ID is requested, enter 267390984 and then press the # key.

2. Watch the meeting online, but not participate

You may [access the meeting](https://www.longboatkey.org/town-government/commission-meetings-live) by visiting <https://www.longboatkey.org/town-government/commission-meetings-live>. As noted above, there is a 45 second delay when viewing and streaming the meeting through this online option.

3. Watch the meeting online and provide public comment prior to the meeting

Please follow all of the instructions provided for in #2 above. You may also provide written comments by e-mailing Town Clerk Trish Shinkle by **June 7, 2021, at 10:00 a.m.** at tshinkle@longboatkey.org, or by regular mail at 501 Bay Isles Road, Longboat Key, FL, 34228, or submit the on-line form available on the Town's website

(www.longboatkey.org). The on-line form will be available from Thursday, June 3, 2021, at 10:00 a.m. until Monday, June 7, 2021, at 10:00 a.m. If you do not wish to speak during the meeting, you may request that your written comments be read into the record at the appropriate time. All other written comments received by the deadline will be distributed to the Commission and the appropriate staff prior to the start of the meeting. Time limits will be enforced so written comments that are read into the record must be limited to 3 minutes.

4. Watch the meeting and participate during the public comment and/or public hearing in the meeting using Zoom

Request to Speak instructions:

To request to speak during the virtual meeting or public hearing, you must complete the Request to Speak form **no later than 10:00 a.m. on Monday, June 7, 2021**, to be placed on a virtual participant list. You may access the Request to Speak form by visiting www.longboatkey.org, select the "Agendas & Meetings" tab, and then select "Virtual Meeting Information" link. You must fill out and submit all required information on the form **no later than 10:00 a.m. on Monday, June 7, 2021**, to participate during the public comment and/or public hearing items on the agenda. The on-line form will be available from Thursday, June 3, 2021, at 10:00 a.m. until Monday, June 7, 2021, at 10:00 a.m. All Public to be Heard comments will be taken at the beginning of the meeting for Non-Agenda items. If you are requesting to speak during consideration of an Agenda item, please indicate that specific agenda item number on the Request to Speak form as your comments will be considered during the portion of the meeting when that Agenda item is considered by the Town Commission. **Please indicate on the form whether you will be attending in person or through the virtual Zoom feature.**

Zoom instructions:

For the June 7, 2021, Regular Workshop, please use the [meeting link](https://zoom.us/j/267390984) (<https://zoom.us/j/267390984>) to virtually attend and watch the meeting by computer, tablet, or smartphone. Those whom have pre-registered to speak, will be called upon and the Town's 3-minute time limit will be enforced. If joining from a tablet or smartphone, you will need to download the free Zoom app from your device's app store. If joining from a computer, your computer will automatically download and install (if needed) the Zoom program. If you currently have Zoom installed on your computer, tablet, or smartphone, you may join the meeting by entering the meeting ID 267390984. **In the event you encounter difficulties in participating with this option, an alternate option should be selected to continue participation.**

For additional information or assistance please contact one of the following staff members prior to the meeting.

- For public comment questions: Trish Shinkle, Town Clerk, tshinkle@longboatkey.org or (941) 316-1999
- For questions on connecting to the meeting: Jason Keen, Information Technology Director, jkeen@longboatkey.org or (941) 316-1999.