



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](http://www.longboatkey.org)

Ken Schneier, Mayor; Maureen Merrigan, Vice Mayor;

Sherry Dominick, District 1; Penny Gold, District 2;

Debra Williams, District 4; Mike Haycock, At-Large;

and B.J. Bishop, At-Large

## AGENDA REGULAR MEETING April 4, 2022 – 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. 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.

### 4. Reports

#### A. Committee Reports

#### B. Final Report of 2022 Annual Citizens' Survey by University of South Florida (USF) Florida Institute of Government

Dr. Stephen Neely of USF Florida Institute of Government, will present the Final Report of the 2022 Annual Citizens' Survey

Recommended Action: None, informational only.

### 5. 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

February 22, 2022 Regular Workshop Meeting; February 28, 2022 Special Meeting; March 7, 2022 Regular Meeting; March 21, 2022 Statutory Meeting; and March 21, 2022 Regular Workshop Meeting Minutes.

Recommended Action: Approve Minutes.

B. Memorandum of Understanding (MOU) with Sarasota County Property Appraiser's Office for Contingency-Based Homestead Exemption Audit

In 2015 the Town Commission authorized a MOU with the Sarasota County Property Appraiser to identify homestead tax exemption fraud with the Town recovering 70% of the previously unbilled and uncollected tax revenue. The Sarasota County Property Appraiser has presented the Town with a new MOU for the same purpose with the Town having a more favorable return of 76.5%.

Recommended Action: Authorize Mayor to execute the MOU with Sarasota County Property Appraiser's Office.

C. Resolution 2022-07, Annual Beach Funding Resolution

The State of Florida Beach Management Funding Assistance Program is a recurring source of funding for the Town's beach nourishment projects. An annual beach funding resolution is required to accompany the Town's Local Government Funding Request application for State cost-sharing grants.

Recommended Action: Pass Resolution 2022-07.

## 6. Ordinance – First Reading

A. Ordinance 2022-09, Amending Chapter 72, Parking

A provision in the Town Code provides for the ability to reduce the amount of a parking citation penalty when reviewed by the Police Department. Ordinance 2022-09 was drafted for Commission consideration in order to eliminate that provision and consistently manage the appeals process for parking citations through the Special Magistrate. Staff has placed Ordinance 2022-09 on the April 4, 2022 Regular Meeting for Commission consideration.

Recommended Action: Forward Ordinance 2022-09 to the May 2, 2022 Regular Meeting for second reading and public hearing.

B. Ordinance 2022-04, Amending the Comprehensive Plan Future Land Use Map for 597 Buttonwood Drive

Ordinance 2022-04 is an amendment to the Comprehensive Plan's Future Land Use Map from OI, Office Institutional to RM-3, Medium Density Single-Family Residential of 3 units per acre designation which allows for less density and intensity usage. This item was forwarded from the Planning & Zoning Board's March 15, 2022 Regular Meeting for Commission consideration following a 7-0 vote for approval.

Recommended Action: Forward Ordinance 2022-04 to the May 2, 2022 Regular Meeting for second reading and public hearing.

## 7. Quasi-Judicial Ordinance - First Reading & Public Hearing

Ordinance 2022-05, Zoning Map Amendment (Rezoning) Application for 597 Buttonwood Drive

Ordinance 2022-05 is a request for rezoning the property to the R-3SF Zoning District from the current OI Zoning District, which would enable the applicant to move forward with subdividing

the property for construction of two detached single-family homes. This item was forwarded from the Planning & Zoning Board's March 15, 2022 Regular Meeting for Commission consideration following a 7-0 vote for approval.

Recommended Action: Forward Ordinance 2022-05 to the May 2, 2022 Regular Meeting for second reading and public hearing.

## **8. Ordinance – Second Reading & Public Hearing**

Ordinance 2022-06, Repealing Ordinance 2014-15 Establishing Fees for Lien Search Services

Ordinance 2022-06 would repeal Ordinance 2014-15 which set fees for lien searches to date. The Town's current practice for setting fees, is by passing a Resolution which is not codified and can be updated with one public hearing. Following adoption of Ordinance 2022-06 at the April 4, 2022 Regular Meeting (repealing Ordinance 2014-15) Resolution 2022-04, will be presented to establish updated fees for lien searches.

Recommended Action: Adopt Ordinance 2022-06.

## **9. Resolution and Public Hearing**

Resolution 2022-04, Establishing Fees for Lien Search Services

Following formal action of Ordinance 2022-06, the Commission will consider passing Resolution 2022-04 which establishes fees for lien searches. This will provide for consistency with the Town's process for setting and adjusting fees for services and citations.

Recommended Action: Pass Resolution 2022-04.

## **10. Resolution**

Resolution 2022-06, Establishing a Debt Policy

As part of the Town Commission's established strategic planning initiatives, staff has prepared Resolution 2022-06 which will formally establish a Debt Policy for managing future debt. This Policy is consistent with Government Finance Officers Association recommended Best Practices.

Recommended Action: Pass Resolution 2022-06.

## **11. New Business**

Commission Appointments to Town Committees and Outside Agencies

Each year following the General Municipal Election and Statutory Meeting the Town Commission makes appointments of its members to committees named in the Town Code or as required by outside agencies.

Recommended Action: Appoint Commissioners to Town committees and outside agencies.

## **12. Town Commission Comments**

## **13. Town Attorney Comments**

## **14. Town Manager Comments**

## **15. Adjournment**

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.