

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR MEETING
APRIL 1, 2019**

Present: Mayor George Spoll, Vice Mayor Ed Zunz, Commissioners Randy Clair, Jack Daly, Mike Haycock, Irwin Pastor, Ken Schneier

Also Present: Town Manager Tom Harmer, Town Attorney Maggie Mooney, Town Clerk Trish Shinkle

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Spoll called the April 1, 2019, Regular Meeting to order in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, at 1:00 p.m. Commissioner Haycock led the Pledge of Allegiance.

Mayor Spoll noted the Town's Civility Policy and read the Pledge of Public Conduct.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission

A. Organizations

Ms. Suzy Brenner, Executive Director of the Paradise Center, updated the Commission on the status of the proposed medical facilities on Longboat Key and responded to inquiry on the tenants in the building. Individual comments followed.

APPROVAL OF MINUTES

2. February 4, 2019 Regular Meeting; February 19, 2019 Regular Workshop Meeting and February 19, 2019 Attorney-Client Meeting Minutes

Vice Mayor Zunz requested review of the February 4, 2019, Regular Meeting Minutes (page 3, Item 8, Ordinance 2019-02), advising that the phrase "of the underlying project" after the word "construction" in the following sentence had been omitted:

Notwithstanding the forgoing, temporary real estate sales offices may be allowed prior to construction and shall terminate on the earlier to occur. . .

There was consensus to approve the February 19, 2019, Minutes, as submitted, and to defer approval of the February 4, 2019, Minutes to the May 6, 2019, Regular Meeting.

COMMITTEE REPORTS AND COMMUNICATIONS

3. Manatee County Special Liaison Report - No items were presented.

4. Sarasota County Special Liaison Report - No items were presented.

5. Other Reports

A. Organizations

Commissioner Daly noted receipt and distributed a copy of the Metropolitan Planning Organization's (MPO) Top Ten Project Priorities and reviewed issues to be considered at an upcoming MPO meeting.

Town Manager Tom Harmer commented on receipt of correspondence from the MPO on the upcoming meeting and reviewed a conversation with a representative of the Florida Department of Transportation (FDOT) on the proposed Fruitville Road Project.

5. Other Reports - Continued

A. Organizations - Continued

Commissioner Daly commented on discussions held at the MPO relating to the proposed Fruitville Road (road diet) Project.

Commissioner Schneier noted an upcoming discussion by the Sarasota City Commission on the Fruitville Road proposal and noted Sarasota City Staff had applied for federal funding of road projects.

Mayor Spoll commented on the installation of speed bumps in St. Armands and the proposed project for Fruitville Road and FDOT's position on those portions of State Road 789.

Following comments, Commissioner Schneier moved to add the road project discussion to the agenda. The motion, seconded by Commissioner Daly, carried unanimously by voice vote.

Discussion ensued on the following topics/issues:

- approach process with concerns about emergency evacuations
- utilization of the roadway
- review of projects through Regional Planning Organizations for roadway project
- contacting Sarasota City barrier island residents to voice their concerns on evacuation
- review by legal staff/issues to be reviewed
- option to schedule Special Workshop to continue discussion.

Town Attorney Maggie Mooney noted the Town's ability to speak at the Sarasota City Commission meeting, reviewed planning function authority by local governments, advised that she will review options for raising objections, and noted the State had modified review processes on regional projects. Discussions continued on the following topics/issues:

- presentation to the Sarasota City Commission
- public record request to the FDOT for documentation on when the Fruitville Road segment and St. Armands roadways were dedicated to the City of Sarasota
- review by FDOT of Pedestrian Control Officers on St. Armands Circle.

Town Manager Harmer commented on scheduling a Special Meeting on April 8, 2019.

Commissioner Daly noted the traffic configuration at U.S. 41 and FDOT's commitment to provide the Town with documentation.

Upon inquiry, Town Manager Harmer noted Sarasota County's position on the Fruitville Road project.

Following comments, there was consensus to schedule a Special Meeting on April 8, 2019, at 1:00 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

CONSENT AGENDA

6. Resolution 2019-04, 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. Each year the Town

CONSENT AGENDA - Continued

6. Resolution 2019-04, Annual Beach Funding Resolution - Continued

Commission passes a beach funding resolution to accompany its Local Government Funding Request application for State cost-sharing grants. This item is placed on the April 1, 2019 Regular Meeting for Commission consideration. Recommended Action: Pass Resolution 2019-04.

Commissioner Haycock moved to approve the Consent Agenda. The motion, seconded by Commissioner Clair, carried by a 7-0 roll call vote, as follows: Haycock, aye; Clair, aye; Pastor, aye; Zunz, aye; Spoll, aye; Daly, aye; Schneier, aye.

ORDINANCES - SECOND READING AND PUBLIC HEARING

7. Ordinance 2018-24, Amending and Replacing Chapter 158, Zoning Code

At their January 15, 2019, Regular Meeting, the Planning & Zoning (P&Z) Board held a public hearing on Ordinance 2018-24 and forwarded to the Town Commission's January 22, 2019, Regular Workshop Meeting following their unanimous vote to approve. The Ordinance is the result of staff and consultants review, analysis, and re-write of the Town's Zoning Code. The Commission considered Ordinance 2018-24 at their January 22, 2019, and February 19, 2019, Regular Workshop Meetings. First reading and public hearing was held at the March 4, 2019, Regular Meeting with second reading and public hearing scheduled for the April 1, 2019, Regular Meeting. Recommended Action: Adopt Ordinance 2018-24.

Town Clerk Trish Shinkle placed Ordinance 2018-24 on record for second reading and public hearing by title only.

Commissioner Pastor moved to adopt Ordinance 2018-24. The motion was seconded by Commissioner Schneier.

Mayor Spoll opened the public hearing.

Following comments by Town Manager Tom Harmer, Planning, Zoning, and Building Department Director Allen Parsons gave a PowerPoint presentation on Ordinance 2018-24, noting clarification to Sections of the Ordinance outlined in Staff's report. Discussions were held on the following topics/issues:

- legal opinion on inconsistencies with the Comprehensive Plan
- designations of Zoning Districts in the Comprehensive Plan
- future Policy items and timeframe for consideration.

As no one wished to speak, Mayor Spoll closed the public hearing.

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

NEW BUSINESS

8. Longboat Key Arts, Culture & Education (ACE) Center Project-Pre-Construction Agreement

An initial Pre-Construction Agreement between the Town of Longboat Key (Town) and Ringling College of Art & Design (Ringling) was executed on February 21, 2017, with an amendment to the initial Pre-Construction Agreement on March 5, 2018. At the January 22, 2019, Regular Workshop Meeting, Ringling recommended that the concept plan be

NEW BUSINESS - Continued

8. Longboat Key ACE Center Project - Pre-Construction Agreement - Continued

modified to meet fundraising expectation. At their March 4, 2019, Regular Meeting the Town and Ringling agreed to reduce some program elements to reduce the estimated cost of the project. This Pre-Construction Agreement articulates the roles and obligations of each entity and the need to negotiate future agreements for transfer of ownership, maintenance responsibility, and operation of the facility. Recommended Action: Approval of the Pre-Construction Agreement between the Town and Ringling.

Following comments by Town Manager Tom Harmer, Public Works Utilities Director Isaac Brownman provided an overview of the Pre-Construction Agreement. Discussions were held on the following topics/issues:

- Conceptual Design and Programming Plan (third Whereas clause)
- previous plan approved prior to March 5, 2018
- impact of reduced tourism on theater productions
- previous Commission action on the project
- clarification of terms/responsibilities
- need for a conceptual plan
- lack of clear definition of project for fund raising purposes
- lack of detail on programs/classes to be offered
- community input
- option to postpone action this date and consider at the Special Meeting on April 8, 2019.

The following individuals commented on the Agreement:

- Ms. Madelyn Spoll, Harbourside Drive
- Mr. Tom Freiwald, Spanish Drive North.

Discussions were held on the following topics/issues:

- previous Art Center run by Ringling
- reluctance of Ringling to be involved in theater arts
- determination of classes to be offered with the loss of the Art Center
- proposed design.

Following comments by Town Manager Harmer and Mr. Brownman, Mr. Jeff Mayers, Chairman of the Board of the Longboat Key Foundation, noted the fund raising efforts to be initiated.

Following individual comments, there was consensus to postpone consideration of the contract until the April 8, 2019, Special Meeting.

RECESS: 2:46 p.m. - 3:00 p.m.

9. Commissioner Appointments to Committees Named in Town Code and to Outside Agencies

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

9. Commissioner Appointments to Committees Named in Town Code and to Outside Agencies - Continued

Following discussion on the appointments to committees and outside agencies, Vice Mayor Zunz moved to approve the following appointments, seconded by Commissioner Schneier:

<u>Committee/Agency</u>	<u>Appointee Information</u>	<u>2019-2020 APPOINTEES</u>
Investment Advisory Committee	Three or more members of Town Commission	Commissioner Clair Commissioner Pastor Commissioner Schneier
Finance Subcommittee	Three members of Town Commission/ Two citizens	Commissioner Clair Commissioner Pastor Commissioner Schneier
Coalition of Barrier Island Elected Officials (BIEO)	Mayor	Mayor Spoll Alternate: Vice Mayor Zunz
Manatee County Council of Governments	Mayor	Mayor Spoll Alternate: Vice Mayor Zunz
Sarasota County Council of Governments	Mayor	Mayor Spoll Alternate: Vice Mayor Zunz
Special Liaison to Manatee County	Any Commissioner	Vice Mayor Zunz Alternate: Mayor Spoll
Special Liaison to Sarasota County	Any Commissioner	Commissioner Pastor Alternate: Commissioner Clair
Economic Development Corporation of Sarasota County	Any Commissioner	Commissioner Pastor Alternate: Commissioner Haycock
Economic Development Corporation of Manatee County	Any Commissioner	Vice Mayor Zunz Alternate: Commissioner Pastor
ManaSota League of Cities	Any Commissioner	Commissioner Pastor Alternate: Commissioner Haycock
Manatee County/Bradenton Tourist Development Council	Non-voting seat.	Vice Mayor Zunz Alternate: None
Metropolitan Planning Organization	Any Commissioner	Commissioner Daly Alternate: All Other Commissioners
Sarasota County Tourist Development Council (TDC)	Any Commissioner	Commissioner Schneier Alternate: Commissioner Pastor
Sarasota Bay Estuary Program Board of Directors	Any Commissioner	Commissioner Pastor Alternate: Commissioner Clair

9. Commissioner Appointments to Committees Named in Town Code and to Outside Agencies - Continued

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

TOWN COMMISSION COMMENTS - No items were presented.

TOWN ATTORNEY COMMENTS

A. Town Commission

Town Attorney Maggie Mooney inquired as to attendance at the Goals and Objectives Special Workshop on April 15, 2019, and there was consensus that the Town Attorney did not need to be present.

TOWN MANAGER COMMENTS

A. Town Commission

Town Manager Tom Harmer noted the Town Commission's remaining April meeting schedule.

Discussion ensued on scheduling a Strategic Planning Workshop off-site on April 26, 2019.

Vice Mayor Zunz moved to authorize scheduling an off-site Strategic Planning Workshop on April 26, 2019, at 10:00 a.m., to be held at Windward Bay Condominiums Clubhouse, 4888 Gulf of Mexico Drive, Longboat Key, Florida. The motion, seconded by Commissioner Haycock, carried unanimously by show of hands.

ADJOURNMENT

Mayor Spoll adjourned the April 1, 2019, Regular Meeting at 3:12 p.m.

Trish Shinkle, Town Clerk

George L. Spoll, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL MEETING
APRIL 8, 2019 - 1:00 PM**

Present: Mayor George Spoll, Vice Mayor Ed Zunz, Commissioners Randy Clair, Jack Daly, Mike Haycock, Irwin Pastor, Ken Schneier

Also Present: Town Manager Tom Harmer, Town Attorney Maggie Mooney, Town Clerk Trish Shinkle

Call to Order/Pledge of Allegiance

Mayor Spoll called the April 8, 2019, Special Meeting to order at 1:00 p.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, at 1:00 p.m. Commissioner Clair led the Pledge of Allegiance.

Public to be Heard

1. Opportunity for Public to Address Town Commission - No items were presented.

New Business

2. Longboat Key Arts, Culture, & Education (ACE) Center Project – Pre-Construction Agreement

An initial Pre-Construction Agreement between the Town of Longboat Key (Town) and Ringling College of Art & Design (Ringling) was executed on February 21, 2017, with an amendment to the initial Pre-Construction Agreement on March 5, 2018. At their March 4, 2019, Regular Meeting, the Town and Ringling agreed to modify program elements to reduce the estimated cost of the project to help meet fundraising expectations. At their April 1, 2019, Regular Meeting the Commission asked staff to include language to further clarify terms of the Pre-Construction Agreement which articulates the roles and obligations of each entity and the need to negotiate future agreements for transfer of ownership, maintenance responsibility, and facility operation. Recommended Action: Approval of the Pre-Construction Agreement between the Town and Ringling.

Following comments by Town Manager Tom Harmer, Town Attorney Maggie Mooney noted a scrivener's error on page 3 advising that the bold type font only applies to the title in "Section 5."

The following individuals commented on the proposed Pre-Construction Agreement:

- Mr. Jim Brown, Harbourside Drive
- Mr. Tom Freiwald, Spanish Drive North
- Mr. Tom Aposporos, Anna Maria, Florida, read correspondence from Mr. David Brenner
- Mr. Bob Trisolini, Gulf of Mexico Drive
- Mr. Terry Gans, Grand Bay Boulevard.

Following individual Commissioner comments on the proposed Pre-Construction Agreement, Commissioner Schneier moved to approve the Pre-Construction Agreement, as amended. Commissioner Haycock seconded the motion.

Upon inquiry, Mr. Brown noted that he was aware of an agreement between Ringling and Ms. Susan Goldfarb and commented on future costs for maintaining the facility. Town

2. Longboat Key Arts, Culture, & Education (ACE) Center Project – Pre-Construction Agreement - Continued

Manager Harmer commented on the intent for overhead costs to be paid by the tenant (Ringling).

Subsequent to individual comments, Mr. Brown responded to inquiry regarding the proposed fund raising brochure, supported moving forward with fund raising, commented on the future development of the site, and a partnership with Ringling.

Following comments, the motion failed by a 3-4 roll call vote, as follows: Schneier, aye; Haycock, aye; Daly, aye; Spoll, no; Zunz, no; Pastor, no; Clair, no.

Commissioner Haycock suggested that clear direction be provided to the Town Manager for consideration for future agreements. Town Manager Harmer noted issues to be considered in future draft agreements, commented on previous Commission action relating to fund raising, and discussed the time frame to consider future steps. Individual comments followed.

Mr. Brown commented on the time frame relating to programming and design of the facility and confirmed that fund raising would be moving forward.

Discussion ensued on the issues that individual Commissioners request be addressed and the process to move forward.

Town Manager Harmer commented on previous agreements and reviewed issues raised by individual commissioners.

Following individual comments on reserving rights for use of the facility, Town Manager Harmer noted the steps taken relating to the outdoor venue site.

Subsequent to discussion, there was majority consensus to move forward with the objective for a letter of understanding to be prepared with Ringling.

Individual comments followed.

RECESS: 2:56 p.m. - 3:12 p.m.

3. Transportation Issues

A. MPO Long Range Planning – Transportation Priorities for Longboat Key

At their April 1, 2019, Regular Meeting the Town Commission voted to place a discussion item related to a recent invitation to an April 22, 2019, MPO Long Range Regional Planning Meeting. The Commission requested this April 8, 2019, Special Meeting to formalize their transportation priorities for the April 22, 2019, MPO Meeting. Recommended Action: Formalize Town of Longboat Key Long Range Transportation Priorities.

Town Manager Tom Harmer noted information included in the agenda packet and commented on the Metropolitan Planning Organization's (MPO) 2045 Plan and the upcoming public meeting. Public Works Director Isaac Brownman gave a PowerPoint presentation on the Town's proposed response.

Commissioner Pastor moved to approve the Long Range Transportation Priorities. The motion, seconded by Commissioner Daly, carried by a 7-0 roll call vote, as follows: Pastor, aye; Daly, aye; Clair, aye; Schneier, aye; Haycock, aye; Zunz, aye; Spoll, aye.

3. Transportation Issues - Continued

B. SR 780 (Fruitville Road) "Diet"

At the April 1, 2019, Regular Meeting the Town Commission discussed the April 15, 2019, City of Sarasota Commission Meeting discussion item regarding a City staff proposed State Road 780 (Fruitville Road) "diet". The Commission noted the importance of this corridor to Longboat Key and the Sarasota barrier islands as a vital evacuation route and to regional transportation. The Commission requested this April 8, 2019, Special Meeting to formalize their position prior to the Sarasota City Commission presentation. Recommended Action: Establish Longboat Key position statement for the April 15, 2019, Sarasota City Commission Meeting.

Town Manager Harmer noted action taken following Commission direction at the April 1, 2019, Regular Meeting.

Town Attorney Maggie Mooney advised that there was no response to the public records request made to the City of Sarasota and the Florida Department of Transportation (FDOT) and reviewed issues to be addressed.

Discussion ensued on the City of Sarasota agenda schedule and option to utilize a court reporter at the City of Sarasota meeting.

Public Works Director Isaac Brownman played a short video on the proposed Fruitville Road "Diet." Discussions were held on the following topics/issues:

- records request for maintenance records for the roadway
- participation by Bird Key and Lido Key Homeowner Associations
- City of Sarasota's focus on pedestrian mobility
- lack of concern for impact to vehicular traffic patterns
- Sarasota City Police Chief's comments relating to the impact on evacuation routes
- evacuation routes available to barrier island residents
- continuing development in the City of Sarasota's downtown areas
- evacuation notice and timeframe for evacuating.

Vice Mayor Zunz moved to approve the Longboat Key position statement for the April 15, 2019, Sarasota City Commission Meeting. The motion, seconded by Commissioner Pastor, carried by a 7-0 roll call vote, as follows: Zunz, aye; Pastor, aye; Clair, aye; Schneier, aye; Haycock, aye; Daly, aye; Spoll, aye.

Adjournment

Mayor Spoll adjourned the April 8, 2019, Special Meeting at 3:57 p.m.

Trish Shinkle, Town Clerk

George L. Spoll, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP
APRIL 15, 2019 - 1:00 PM**

Present: Mayor George Spoll, Vice Mayor Ed Zunz, Commissioners Randy Clair, Jack Daly, Mike Haycock, Irwin Pastor, Ken Schneier

Also Present: Town Manager Tom Harmer, Town Attorney Maggie Mooney, Town Clerk Trish Shinkle

Call to Order/Pledge of Allegiance

Mayor Spoll called the April 15, 2019, Regular Workshop to order at 1:00 p.m., in the Town Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida. Commr. Pastor led the Pledge of Allegiance.

Public to be Heard

1. Opportunity for Public to Address Town Commission - No items were presented.

Committee Reports

2. Manatee County Special Liaison Report

A. Organizations

Vice Mayor Zunz noted he and Town Manager Tom Harmer attended the Barrier Island Elected Officials meeting and reviewed the issues discussed.

3. Sarasota County Special Liaison Report - No items were presented.

4. Other Reports - No items were presented.

Discussion Items

5. Discussion Regarding Building Permit and Fire Fee Study

Town Staff and Consultants, BerryDunn have conducted a Building Permit and Fire Fee Study and will present their findings and recommendations to the Town Commission. Resolution 2019-03 provides for and establishes a fee structure. Recommended Action: Forward Resolution 2019-03 to the May 6, 2019, Regular Meeting for formal action.

Mayor Spoll noted the consultants were unable to attend due to flight cancellations and advised that the consideration of the item had been deferred to a future date.

6. Discussion Regarding Parking Options in Longbeach Village

Residents of Longbeach Village have expressed concerns with increased traffic and on-street parking along Broadway and side streets with adjacency to the two restaurants. Town staff has reached out to residents and restaurants to attempt to identify solutions to address parking issues. Recommended Action: Prepare an Ordinance, amending Chapter 74, Parking Schedules, to restrict parking on the north side of Russell Street.

Following comments by Town Manager Tom Harmer, Planning, Zoning, and Building Department Director Allen Parsons gave a PowerPoint presentation regarding the parking options in Longbeach Village. Discussions were held with Mr. Parsons and Fire Chief Paul Dezzi, on the following topics/issues:

- option to include Poinsettia for one-sided parking
- parking at Mar Vista
- ability for fire trucks to maneuver through streets

6. Discussion Regarding Parking Options in Longbeach Village - Continued

- enforcement of set-backs from intersections along Broadway
- option to prohibit valet parking on public streets/right-of-way and/or at restaurant sites
- rights conferred to property owners
- consideration to require all employees to park off-site for the Shore and Mar Vista restaurants
- resident parking only
- requiring a reservation system.

The following individuals commented on parking in the Village. Discussions were held throughout speaker presentations.

- Mr. Henry Smith, Linley Street
- Mr. Pete Rowan, Broadway

Police Chief Pete Cumming commented on removal of vehicles parked for extended periods and individuals living on boats outside of mooring locations.

The following individuals commented on parking in the Village. Discussions were held throughout speaker presentations.

- Ms. Cindy Fischer, Linley Street
- Ms. Carla Rowan, Broadway
- Ms. Lynne Hayden, Russell Street
- Mr. Michael Drake, Longboat Drive South
- Ms. JoAnn Schwencke, Fox Street

Discussion ensued on the restricted parking on the public roadway in the Longbeach Condominium area.

Mr. Jim Brown, Harbourside Drive, commented on the parking issues in the Village and the required off-island parking for Jewfish Key residents.

There was consensus to draft an Ordinance establishing one-sided parking areas on Russell Street and Poinsettia Avenue, south of Broadway.

Discussion ensued on the following topics/issues:

- prohibiting valet parking on public right-of-way
- prohibit overnight parking
- reduce the speed limit on Broadway to 20 miles per hour
- increase the set-backs from the intersections to provide for safe ingress and egress from side streets.

Subsequent to comments on providing resident only parking, Town Attorney Maggie Mooney noted she would review the legality of limiting, prohibiting, or requiring valet parking on private property.

There was consensus to prohibit valet parking on public right-of-way.

Discussion ensued on the following topics/issues:

- existing entitlements held by both restaurants in the Village
- review by the Town Attorney of the existing entitlements

6. Discussion Regarding Parking Options in Longbeach Village - Continued

- consideration of requiring a reservation system for restaurants
- option to establish town-wide limit on parking periods (no more than three days)
- restrict parking after 10 p.m. on all Village streets.

Town Manager Harmer noted the Shore Restaurant would use a reservation system but have indicated that they will continue to seat those without a reservation when seating is available.

Mr. Parsons noted the following items that Staff will be incorporating into Chapter 74 of the Town Code based on Commission discussion:

- one-sided parking on Russell and Poinsettia Avenue
- prohibit use of private valet parking on public streets town-wide
- prohibit a vehicle from remaining more than three days on public streets town-wide
- restrict parking after 11:00 p.m. town-wide
- reducing the speed limit to 20 miles per hour on Broadway
- increase set-backs at intersections in the Village.

RECESS: 2:30 p.m. - 2:42 p.m.

Following comments, there was not consensus to provide for resident-only parking in the Village at the current time.

7. Utilities Undergrounding Project Update

At each Regular Workshop Meeting the Town Manager and staff will provide an update on various components of the Utility Undergrounding Project. Recommended Action: None, informational only.

Following comments by Town Manager Tom Harmer, Public Works Director Isaac Brownman gave a PowerPoint presentation on the Utilities Undergrounding project. Discussions were held on the following topics/issues:

- FCC (Federal Communications Commission) regulations relating to small cell facilities and the ability to regulate aesthetics
- State versus Federal regulations
- existing standards in the Town Code
- ensuring height of poles will provide coverage
- investment of private partners.

Public Works Project Manager James Linkogle continued the PowerPoint presentation outlining existing regulations in the Town Code. Discussions were held on the type of equipment to be used. Mr. Mark Porter, CDM Smith, provided an overview of the project budgets. Discussions were held with Mr. Porter and Mr. Linkogle on the following topics/issues:

- lighting locations
- pole options
- estimated budget/cost of poles
- use of excess funds in accordance with the ballot question
- neighborhood project budget

7. Utilities Undergrounding Project Update - Continued

- pole specifications/estimated costs/types and size of poles
- locations of various types of poles for Commissioners to view.

Mr. Steve Reid, Longboat Key News, commented on the undergrounding project.

8. Longboat Key Arts, Culture & Education Center Project – Pre-Construction Agreement Between the Town of Longboat Key and Ringling College of Art & Design

An initial Pre-Construction Agreement between the Town of Longboat Key (Town) and Ringling College of Art & Design (Ringling) was executed on February 21, 2017, with an amendment to the initial Pre-Construction Agreement on March 5, 2018. At their March 4, 2019, Regular Meeting the Town and Ringling agreed to modify program elements to reduce the estimated cost of the project to help meet fundraising expectations. At their April 1, 2019, Regular Meeting and April 8, 2019, Special Meeting, the Commission asked staff to further clarify terms of the Pre-Construction Agreement and identify key milestones going forward. Recommended Action: Approve the Pre-Construction Agreement between the Town and Ringling.

Town Manager Tom Harmer commented on the draft agreement advising that he has been in discussion with Ringling on the amended agreement and noted Ringling's response. Public Works Director Isaac Brownman provided an overview of the amendments to the original draft and exhibits, noting the changes as discussed by the Town Commission.

Discussion ensued with Town Attorney Maggie Mooney, Mr. Brownman, and Town Manager Harmer on the following topics/issues:

- expiration of the previous Memorandum of Understandings (MOU) and referencing the terms from the expired agreement in the new agreement
- ability to add to "Whereas" clause identifying that previous agreements had been terminated
- previous consideration of the draft MOU
- previous consideration of the Pre-Construction Agreement
- option to postpone action and have joint meeting with Ringling representatives
- Ringling's management of Longboat Key Arts Center
- consideration of current Education Center programs
- postponing versus proceeding with the agreement.

Ms. Joan Partridge, Gulf of Mexico Drive, commented on the management of the Longboat Key Art Center.

Mr. Jim Brown, Harbourside Drive, commented on the proposed MOU.

There was consensus to move forward on the Town Center Project and to continue to work with Ringling.

Mr. Jeff Mayer, Longboat Key Foundation, commented on the fund raising efforts and lack of decision on the proposed agreement.

There was majority consensus to move forward at the May Regular Meeting to consider and approve a Pre-Construction Agreement.

Town Attorney Mooney noted she will review the language relating to the previous agreements.

Town Commission Comments

A. Public Works

Commissioner Haycock urged the Commission to walk the Town Center property.

B. Public Works

Commissioner Daly requested an update on the status of pickleball at a future workshop.

Town Manager Tom Harmer noted Staff is awaiting the update from the engineer and the review of site options is on-going.

Town Manager Comments

A. Town Commission

Town Manager Tom Harmer noted that Mr. Mark Huey of the Sarasota County Economic Development Corporation (EDC) will make a presentation at the May 20, 2019, Regular Workshop, and advised of the event at the Selby Library on May 3, 2019.

Town Attorney Comments

A. Town Commission

Town Attorney Maggie Mooney commented on the scheduled Sarasota City Commission Meeting and inquired as to the interest to hold a Joint Meeting with the City of Sarasota Commission.

Following individual comments, there was consensus to invite the City of Sarasota Commission to participate in a Joint Meeting.

Adjournment

Mayor Spoll adjourned the April 15, 2019, Regular Workshop at 5:31 p.m.

Trish Shinkle, Town Clerk

George L. Spoll, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL WORKSHOP
STRATEGIC PLANNING
APRIL 26, 2019 - 10:00 AM**

Present: Mayor George Spoll, Vice Mayor Ed Zunz, Commissioners Randy Clair, Jack Daly, Mike Haycock, Irwin Pastor, Ken Schneier

Also Present: Town Manager Tom Harmer, Town Attorney Maggie Mooney, Town Clerk Trish Shinkle

Call to Order/Pledge of Allegiance

Mayor Spoll called the April 26, 2019, Strategic Planning Special Workshop to order at 10:00 a.m., at the Windward Bay Condominiums Clubhouse, 4888 Gulf of Mexico Drive, Longboat Key, Florida, and led the Pledge of Allegiance.

Public to be Heard

1. Opportunity for Public to Address Town Commission

A. Town Commission

Mr. Dan Rescito, Windward Bay, thanked the Commission for their efforts, commented on parking in the Village, and welcomed the Commission to Windward Bay.

Discussion Items

2. Strategic Planning

A. Town Manager's Introduction

Town Manager Tom Harmer reviewed the process for the meeting and the issues to be discussed.

Public to be Heard - Continued

1. Opportunity for Public to Address Town Commission - Continued

B. Public Works

Mr. David Brenner, Gulf of Mexico Drive, commented on the development of the Town Center and suggested that a full public survey be completed to determine the public interest and commented on the undergrounding project relating to the cell service component.

Discussion Items - Continued

2. Strategic Planning - Continued

A. Town Manager's Introduction - Continued

Town Manager Harmer commented on the events of the past year, past and current workload and the impact to Staff, economic conditions, and leadership principles, and reviewed the relationship between the Commission and Staff.

Upon inquiry, discussions were held with Town Manager Harmer and Town Attorney Maggie Mooney on the following topics/issues:

2. Strategic Planning - Continued

A. Town Manager's Introduction - Continued

- relationship between the Commission and Staff
- the expectations of the Commissioners relating to Staff presentations
- communication efforts
- opportunities for improvement: electronic versus paper copies; providing a time frame for Commission consideration and formal action; selection and training of individuals appointed to advisory boards/committees; emergency response plan; improvement to process for appointments of applicants to boards/committees; option to restructure the application form.

RECESS: 11:27 a.m. - 11:45 a.m.

B. Mission/Vision/Goals

Town Manager Harmer continued the presentation with discussion held on the following topics/issues:

- proposed Annual Strategic Planning Calendar
- options to perform a citizen survey
- 2011 Mission and Vision Statement
- seasonal residency concerns
- previous discussions on the placement of a retirement home
- existing Core Values and Goals.

C. FY20 Budget Schedule and Parameters

Town Manager Harmer commented on the budget schedule and Fiscal Year (FY) 20 budget approach. Discussions were held on unfunded and mandated State legislation.

D. Town Initiatives

Town Manager Harmer commented on the Goals and Objectives input from the April 15, 2019, Special Workshop. Discussions were held on the following topics/issues:

- beautification of Gulf of Mexico Drive
- Comprehensive Beach Management Plan
- canal dredging funding issues
- Manatee County funding support to the Town
- participation of North end residents to put pressure on County Commissioners
- new medical facility planned
- Manatee versus Sarasota transit services provided
- BITS (Barrier Island Transportation Study)
- relationships with other governmental entities
- federal grant application by the City of Sarasota regarding Fruitville Road
- Bayfront Park building
- height and types of poles for Undergrounding Project

2. Strategic Planning - Continued

D. Town Initiatives

- funding options on sea level rise
- redevelopment relating to daylight plane and consideration of the character of the neighborhood
- options to create an overlay district for the Buttonwood neighborhood
- workshop discussion on daylight plane
- PACE (Property Assessed Clean Energy) Program
- fencing at Bayfront Park
- library services relating to the Longboat Key Library and partnership options with Sarasota and Manatee County Library Services.

RECESS: 2:37 p.m. - 2:50 p.m.

E. Commission Priorities

Town Manager Harmer noted the boards with the projects listed and requested that the Commissioners identify ten project priorities. Town Manager Harmer commented on the meeting facility and plans for future items.

Mayor Spoll noted the consensus was indicated on the project boards and Town Manager Harmer advised he would provide a final list to the Commission. Individual comments followed regarding the format and setting of the meeting.

3. Other Business

A. Arts, Culture, and Education (ACE) Center

Mayor Spoll noted that Mr. Tom Freiwald has prepared a timeline on the consideration of the ACE Center, advised that Mr. Freiwald would be sending the information to the Commission, and noted that he had provided a copy of a Town Center developed in the Adirondack area. Individual comments followed.

Adjournment

Mayor Spoll adjourned the April 26, 2019, Special Workshop at 3:25 p.m.

Trish Shinkle, Town Clerk

George L. Spoll, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL WORKSHOP
MAY 6, 2019**

Present: Mayor George Spoll, Vice Mayor Ed Zunz, Commissioners Randy Clair, Jack Daly, Mike Haycock, Irwin Pastor, Ken Schneier

Also Present: Town Manager Tom Harmer, Deputy Town Clerk Savannah Schield

CALL TO ORDER

Mayor Spoll called the May 6, 2019, Special Workshop to order in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, at 10:45 a.m.

1. Meet and Greet with Citizens Interested in Serving on Town's Boards and Committees

The Town Clerk's Office has received applications from citizens interested in serving on the Planning and Zoning Board (P&Z), Code Enforcement Board (CEB), Zoning Board of Adjustment (ZBA), Citizens Tax Oversight Committee (CTOC), and the Sarasota County Bicycle/Pedestrian/Trail Advisory Committee. The Town Commission established a policy to hold a Meet and Greet with citizens prior to the formal appointments of individuals to the Town's Boards and Committees. Recommended action: None, informational only.

Following opening remarks by Mayor Spoll, the Commission met with each of the applicants individually, where the applicants provided background information on their credentials and identified their interest in appointment. The following applicants participated in the Meet and Greet:

- Mr. Kevin Magnus, applied to P&Z, CEB, ZBA, and CTOC
- Ms. Terrie DuCray, applied to P&Z
- Mr. David Lapovsky, applied to P&Z
- Mr. Jack Wilson, applied to CEB
- Mr. Tom Saunders, applied to the Sarasota County Bicycle/Pedestrian/Trail Advisory Committee

After each question and answer session, Mayor Spoll thanked the applicants for volunteering to serve and advised that formal appointments would be made at the Regular Meeting later this date.

During a break between applicants, Mayor Spoll asked to move public comment for consideration.

PUBLIC COMMENT

2. Opportunity for Public to Address Town Commission

A. Planning, Zoning, and Building

Mr. George Featherstone, Linley Street, commented on the parking configuration near Linley Street.

ADJOURNMENT

Mayor Spoll noted the Commission's Regular Meeting this date at 1:00 p.m. in Town Commission Chamber and adjourned the May 6, 2019, Special Workshop at 11:58 a.m.

Savannah Schield, Deputy Town Clerk

George L. Spoll, Mayor

Minutes Approved: _____

Minutes in draft form and are not official until approved by the Town Commission.

End of Agenda Item