

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
REGULAR MEETING  
JUNE 3, 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 May 6, 2019, Regular Meeting to order in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, at 1:00 p.m. Vice Mayor Zunz 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. Planning, Zoning, and Building Department:*

Mr. Brian Feeney, Broadway Street, commented on the petition for a street vacation on Broadway, lack of code enforcement (parking violations), weekend code enforcement process, seat count at Mar Vista, and anticipated hiring of 80 employees by the Shore Restaurant.

**Approval of Minutes**

*2. April 1, 2019 Regular Meeting; April 8, 2019 Special Meeting; April 15, 2019 Regular Workshop Meeting; April 26, 2019 Special Workshop Meeting (Strategic Planning); and May 6, 2019 Special Workshop Meeting (Meet & Greet) Minutes*

**There was consensus to approve the Minutes, as submitted.**

**Committee Reports**

*3. Manatee County Special Liaison Report*

*A. Organizations*

Vice Mayor Zunz noted attendance at the Bradenton Economic Development Corporation and reviewed the items discussed.

*4. Sarasota County Special Liaison Report*

No items were presented.

*5. Other Reports*

No items were presented.

*6. Sarasota County Commission Board Chair, Charles Hines*

Sarasota County Commission Chair Charles Hines noted the Water Quality Summit to be hosted by Sarasota County was scheduled on June 5, 2019, reviewed issues to be discussed at the summit, and provided an overview of the following items under consideration by the County Commission:

- request by Mote Marine for funding of their new facilities
- Barrier Island Transportation Study (BITS)

6. *Sarasota County Commission Board Chair, Charles Hines - Continued*

- City of Sarasota Bay project and establishment of a TIF (Tax Increment Financing) district
- library services
- public transit
- the Legacy Trail.

Commissioner Daly commented on the consideration of the BITS (Barrier Island Traffic Study) by the Metropolitan Planning Organization (MPO) and requested that the Sarasota County representatives on the MPO consider the balance between Longboat Key's concern of vehicular movement/traffic and the City of Sarasota's objective of pedestrian movement.

**Consent Agenda**

7. *Authorization to Execute Interlocal Agreement with Manatee County for Disbursement of Tourist Development Tax (TDT) Revenues*

Pursuant to a Manatee County Interlocal Agreement effective October 1, 1998, the Town of Longboat Key receives revenue from Tourist Development Taxes levied by the County, as provided for in Section 125.0104 (5) (a) 4, Florida Statutes and Article II of Chapter 2-29 of the Manatee County Code of Ordinances. The initial agreement was for a term of eleven (11) years and renewed in 2008 for an additional 10 years. The current contract expired on September 30, 2018. The County levies and collect a five percent (5%) tourist development tax, one percent (1%) of which is dedicated to pay the cost of beach nourishment. Recommended Action: Authorize the Mayor to execute an Interlocal Agreement between the Town of Longboat Key and Manatee County for the disbursement of Tourist Development Tax Revenues.

8. *50-Year Renewal of Sovereignty Submerged Land Easement with Florida Department of Environmental Protection (FDEP) for Islander Groins*

As a condition of the Town's renewal of a Joint Coastal Permit for the Islander Club Permeable Adjustable Groins, FDEP requires the execution of this easement providing the State's permission for placement of the Town's structures within the easement boundaries. The new easement will be for a period of 50 years. Recommended Action: Authorize the Mayor to execute the Easement Renewal and Modification to Reflect Modified Permit for the Islander PAG's.

9. *Cancellation of June 24, 2019, Special Meeting; July 15, 2019, Regular Workshop Meeting; & August Regular and Workshop Meetings*

Pursuant to Article II, Section 13 of the Town Charter (attached), the Commission has the authority to cancel the July and August Regular Workshop Meetings and the August Regular Meeting. The 2019 adopted Commission meeting schedule included a Special Meeting on June 24, 2019, in the event it was needed for pending zoning or budget issues prior to the Summer recess. This item is placed on the June 3, 2019, Regular Meeting Consent Agenda for Commission consideration. Traditionally, the Town Commission has canceled these meetings. Recommended Action: Approve cancellation of the referenced Special Meeting, Workshops and Regular Meeting.

10. *Request for Waiver of Public Forum Permit Fees and Bay Isles Road, Temporary Road Closure for July 4 Freedom Festival*

The Longboat Key Chamber of Commerce requests Commission authorization for temporary closure of Bay Isles Road from 9:00 AM through 11:00 AM for the annual Freedom Festival on July 4, 2019. Ordinance 2017-01, imposes a \$100 public forum permit

*10. Request for Waiver of Public Forum Permit Fees and Bay Isles Road, Temporary Road Closure for July 4 Freedom Festival - Continued*

application fee and reimbursement of associated fees which can be waived by the Town Commission for non-profit, civic organizations, or other public community events. The Chamber is also requesting, a waiver of the \$100 permit fee and event-related costs. This item is placed on the June 3, 2019, Regular Meeting Consent Agenda for Commission consideration and formal action. Recommended Action: Authorize the temporary closure of Bay Isles Road and waiver of public forum permit fees and related costs.

**Commissioner Schneier moved to approve and ratify the recommended action on the Consent Agenda Items 7 through 10. The motion, seconded by Commissioner Pastor, carried by a 7-0 roll call vote, as follows: Schneier, aye; Pastor, aye; Zunz, aye; Daly, aye; Spoll, aye; Clair, aye; Haycock, aye.**

**Ordinances – First Reading and Public Hearing**

*11. Ordinance 2019-05, Amending Chapter 158, Zoning Code*

At their May 21, 2019, Regular Meeting, the Planning & Zoning (P&Z) Board held discussion and public hearing on Ordinance 2019-05, amending Chapter 158, the Zoning Code, to provide updates for certain Sections of the Code. These are the next phase of amendments to the updated Zoning Code adopted at the April 1, 2019, Regular Meeting. Ordinance 2019-05 includes revisions for: Consideration of Separate Accessory Use Standards for Pickleball, Docks/Structures Over Water, Parking Standards for Multi-Use Projects, Parking Flexibility, and Parking Waivers. Recommended Action: Forward Ordinance 2019-05 to the July 1, 2019, Regular Meeting for second reading and public hearing.

Town Clerk Trish Shinkle placed Ordinance 2019-05 on record for first reading and public hearing by title only.

**Commissioner Haycock moved to pass Ordinance 2019-05 and to forward to the July 1, 2019, Regular Meeting for second reading and public hearing. The motion was seconded by Commissioner Pastor.**

**Mayor Spoll opened the public hearing.**

Following comments by Town Manager Tom Harmer, Planning, Zoning, and Building Department Director Allen Parsons and Planning, Zoning, and Building Department Planner Tate Taylor gave a PowerPoint presentation on Ordinance 2019-05. Discussions were held on the following topics/issues:

- noise emitted from pickleball play
- exemptions
- consistent wording (court versus courts)
- public versus private courts
- treating pickleball courts as open space (if it is impervious surface)
- options to create use as a Special Exception.

Town Attorney Maggie Mooney advised that, if Special Exception language is added, the published advertisement for this hearing may not be adequate for consideration in the current Ordinance.

Following comments by Town Manager Harmer, Mr. Parsons noted that the issue could be

*11. Ordinance 2019-05, Amending Chapter 158, Zoning Code - Continued*

pulled from consideration with language developed for future consideration or that Staff could delete the set-back requirements.

**Following comments, there was consensus to defer the pickleball issue back to Staff and/or the Planning and Zoning Board, if necessary.**

Mr. Taylor continued the presentation on Ordinance 2019-05 relating to docks and mooring. Discussions were held on the following topics/issues:

- lack of regulation establishing the width of a navigable waterway
- options to create additional standards for different canal widths
- off-setting of docks across canals.

**Following comments, there was consensus to defer the dock and mooring issue back to Staff and/or the Planning and Zoning Board, if necessary.**

Mr. Parsons continued the presentation on Ordinance 2019-05. Discussions were held on the following topics/issues:

- parking requirements
- parking flexibility
- parking exceptions/waivers
- side yard setbacks.

Mr. Phillip Younger, Bayou Sound, commented on side yard setbacks.

**Following comments, there was consensus to reduce the multiple uses for parking, to eliminate parking flexibility, to eliminate parking waivers, and no change to the side yard setbacks.**

Mr. Parsons noted the request to hold a Daylight Plane Workshop in the Fall and confirmed the following amendments to Ordinance 2019-05:

- Section 2 - subsection 158.095(E) (1) and (2) will be removed
- Section 3 - subsection 158.099(A) (4) (a) will be removed
- Section 4 - subsection 158.100(G) will move forward
- Section 5 - subsection 158.100 (N) through (R) will move forward.

Town Attorney Maggie Mooney reviewed the items to be removed from the Ordinance and those items to be retained and forwarded for second reading.

**Commissioners Haycock and Pastor accepted the modifications to the Ordinance and incorporated the changes into the motion.**

Commissioner Schneier inquired and Town Attorney Mooney confirmed that the "Whereas" clauses associated with Sections 2 and 3 would be removed and that the title block for the Ordinance would also be amended before the second advertisement is placed.

**The motion to pass Ordinance 2019-05, as amended, and to forward to the July 1, 2019, Regular Meeting for second reading and public hearing carried by a 7-0 roll call vote, as follows: Haycock, aye; Pastor, aye; Clair, aye; Schneier, aye; Daly, aye; Spoll, aye; Zunz, aye.**

**RECESS: 2:25 p.m. - 2:35 p.m.**

*12. Ordinance 2019-06, Comprehensive Plan Amendments to Establish Consistency with the Zoning Code (Adopted April 1, 2019)*

In furtherance of the Town's efforts to address conforming and nonconforming redevelopments, staff has proposed a number of housekeeping-type amendments to the Comprehensive Plan to maintain consistency with the Zoning Code adopted on April 1, 2019. Ordinance 2019-06 amends policies 1.1.9, 1.1.10, 1.1.11, and Table 1 ("Land Use Densities and Intensities in the Town of Longboat Key") within the Future Land Use (FLU) Element. Recommended Action: Forward Ordinance 2019-06 to the September 9, 2019, Regular Meeting for second reading and public hearing, pending review by the State Department of Economic Opportunity.

Town Clerk Trish Shinkle placed Ordinance 2019-06 on record for first reading and public hearing by title only.

Mayor Spoll noted that Policy 1.1.11 was not noted on the agenda material. Upon inquiry, Planning, Zoning, and Building Department Director Allen Parsons advised that the Policy was included in the Ordinance.

**Mayor Spoll noted the title recited by the Town Clerk was the correct version of the Ordinance.**

**Commissioner Daly moved to pass Ordinance 2019-06 as read by the Town Clerk and to forward to the September 9, 2019, Regular Meeting for second reading and public hearing. The motion was seconded by Vice Mayor Zunz.**

**Mayor Spoll opened the public hearing.**

Following comments by Town Manager Tom Harmer, Mr. Parsons gave a PowerPoint presentation on Ordinance 2019-06.

Mayor Spoll inquired as to the inclusion of Policy 1.1.11. Mr. Parsons advised he would confirm inclusion prior to the second reading of the Ordinance.

Following conclusion of Mr. Parsons presentation, Town Attorney Maggie Mooney inquired and Mr. Parsons confirmed that properties in the TRC-3 and TRC-6 land use categories would be able to redevelop for their intended purposes in those zoning districts.

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

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

**Ordinances – Second Reading and Public Hearing**

*13. Ordinance 2019-03, Amending Chapter 71, Traffic Rules; and Chapter 74, Parking Schedule*

Ordinance 2019-03, amends the Town's traffic rules and parking schedule. The amendments were crafted based on Longbeach Village residents' concerns with increased traffic and on-street parking along Broadway and side streets with adjacency to the two restaurants. Town staff worked with residents, and restaurants, to identify solutions to address parking issues. Recommended Action: Adopt Ordinance 2019-03.

Town Clerk Trish Shinkle placed Ordinance 2019-03 on record by title only.

**Commissioner Pastor moved to adopt Ordinance 2019-03. The motion was seconded by Commr. Schneier.**

*13. Ordinance 2019-03, Amending Chapter 71, Traffic Rules; and Chapter 74, Parking Schedule - Continued*

**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 2019-03. Discussions were held on the following topics/issues:

- existing alleyways throughout the Town
- overnight parking restrictions proposed (midnight to 5:00 a.m. versus 11:00 p.m. to 5:00 a.m.).

**Following comments, Vice Mayor Zunz moved to amend Ordinance 2019-03 modifying the parking restrictions to reflect 11:00 p.m. The motion was seconded by Commr. Pastor.**

Town Attorney Maggie Mooney noted the advertising reflected the time from midnight to five a.m.

**Subsequent to discussion, there was consensus to amend the Ordinance to restrict parking from 11:00 p.m. to 5:00 a.m.**

The following individuals commented on Ordinance 2019-03:

- Mr. Benny Parrish, Hughes Street
- Mr. Michael Drake, Longboat Drive South

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

**The motion to adopt Ordinance 2019-03, as amended, carried by a 7-0 roll call vote, as follows: Pastor, aye; Schneier, aye; Haycock, aye; Daly, aye; Clair, aye; Zunz, aye; Spoll, aye.**

**Resolution and Public Hearing**

*14. Resolution 2019-03, Public Hearing for Establishing Building Permit and Fire Fees Rate Structure*

Town Staff and consultants, BerryDunn, presented a Building Permit and Fire Fee Study to the Town Commission at their May 20, 2019, Regular Workshop Meeting. Resolution 2019-03 provides for and establishes a fee structure for building permits and fire fees and is placed for public hearing on the June 3, 2019, Regular Meeting. Recommended Action: Pass Resolution 2019-03.

Town Clerk Trish Shinkle place Resolution 2019-03 on record by title only for public hearing.

**Commissioner Haycock moved to pass Resolution 2019-03. The motion was seconded by Commissioner Pastor.**

**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 Resolution 2019-03. Town Attorney Maggie Mooney recommended, in addition to the CPI (Consumer Price Index) adjustment for costs, the inclusion of an additional option to increase fees based on the annual percentage change in the department's budget for the recovery of actual costs. Discussions were held on the following topics/issues:

*14. Resolution 2019-03, Public Hearing for Establishing Building Permit and Fire Fees Rate Structure - Continued*

- utilization of the CPI versus budget (direct) costs in any given period
- not charging full costs for some services
- annual versus a longer period of time to consider increases based on the CPI or direct costs
- language to provide for collection of past year CPI if not applied annually.

**Following discussion, there was consensus to amend Section 4 by deleting the word “annual” from the third line.**

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

**The motion to pass Resolution 2019-03, as amended, carried by a 7-0 roll call vote, as follows: Haycock, aye; Pastor, aye; Daly, aye; Zunz, aye; Spoll, aye; Schneier, aye; Clair, aye.**

**New Business**

*15. Special Magistrate Appointment*

At their June 4, 2018, Regular Meeting the Town Commission approved amendments to Chapter 33, Code Enforcement Board, including an option to replace the Code Enforcement Board with a Special Magistrate. The Commission directed staff to implement the option of having Code Enforcement cases heard by a Special Magistrate and a provision that would sunset the Code Enforcement Board by September 30, 2019. A Request for Proposals (RFP) resulted a response from Milan Brkich, who was deemed responsive and qualified by the Town Manager, Town Attorney, and Purchasing Manager to perform in this capacity for the Town. Recommended Action: Authorize the Manager to execute the contract for appointment of Milan Brkich as the Town Code Enforcement Special Magistrate.

Town Manager Tom Harmer noted attendance by Attorney Milan Brkich, provided an overview of previous Commission direction and Staff's procurement actions, and recommended the appointment of Attorney Brkich as the Code Enforcement Special Magistrate.

**Commissioner Daly moved to appoint Attorney Brkich as the Code Enforcement Special Magistrate and to authorize the Town Manager to execute the contract. The motion was seconded by Commissioner Clair.**

Discussions were held with Town Attorney Maggie Mooney on the following topics/issues:

- travel and per diem rates included in the hourly fee
- “directly adverse” terminology
- completion of the Public Entity Crimes Form.

Upon inquiry, Attorney Brkich confirmed that he would not be charging the Town for driving to/from the hearings.

Upon inquiry, Town Attorney Mooney advised that the Special Magistrate is selected and terminated by the Town Commission, and discussed the standardization of processes and forms and the relationship of the Special Magistrate with the Town Commission.

*15. Special Magistrate Appointment - Continued*

Town Manager Harmer noted that Staff will coordinate the process and forms and advised that he and Attorney Brkich have the ability to forward any concerns to the Town Commission.

**The motion to appoint Attorney Brkich and authorize the Town Manager to execute the contract carried by a 7-0 roll call vote, as follows: Daly, aye; Clair, aye; Haycock, aye; Spoll, aye; Schneier, aye; Zunz, aye; Pastor, aye.**

*16. Discussion Regarding Execution of Master Services Agreement with Wilco Electrical, LLC for Utilities Undergrounding Project*

Resultant from responses from the Request for Proposals (RFP) for the Towns Utilities Undergrounding Project, the Town selected Wilco Electrical, LLC with whom to develop a contract. Negotiations and design coordination have been in progress since late 2018 and have resulted in a Master Services Agreement for the Town Manager's signature. The Master Services Agreement will form the framework by which the construction project will progress and individual Work Assignment Task Orders for construction components will be authorized from the agreement. Recommended Action: Authorize the Town Manager to execute the contract with Wilco Electrical, LLC, to initiate the utilities undergrounding project.

Town Manager Tom Harmer noted past actions and advised that the Master Services Agreement has been reach with Wilco Electrical, LLC.

Upon inquiry, Public Works Director Isaac Brownman noted that the backbone fiber will be installed town wide with or without partners and commented on the mobilization fees.

Public Works Project Manager James Linkogle noted the permits have been issued and commented on the sequence of events to begin the project.

Town Manager Harmer noted that Staff will hold a community event on July 1, 2019, for the public to provide information on the project. Discussions were held with Mr. Brownman on the project schedule, installation of the conduit, and removal of poles.

**Town Commission Comments**

No items were presented.

**Town Attorney Comments**

*17. Request for Authorization to Initiate Action Against Property Owner Violating the Town's Short Term Rental Ordinance*

Town Attorney Maggie Mooney provided an overview of the request to initiate action against Equity Villa Fund, LP, and Equity Residences, LLC, and to authorize the law firm of Matthews Eastmoore to file the complaint and to represent the Town in the action. Discussion ensued on the following topics/issues:

- recovering costs for the litigation
- violation of State statutes/lack of corporate registration
- intent of litigation/declaratory action
- ownership of property/rental agent
- impact if court rules against Town.

**Following comments, Vice Mayor Zunz moved to authorize the Town Manager and Town Attorney to engage the law firm of Matthews Eastmoore to serve as Special**



*17. Request for Authorization to Initiate Action Against Property Owner Violating the Town's Short Term Rental Ordinance - Continued*

**litigation counsel to the Town and to file a declaratory relief and injunctive relief and injunctive relief action against Equity Villa Fund, LP, and Equity Residences, LLC for violations of the Town's Zoning Code. The motion, seconded by Commissioner Schneier, carried by a 7-0 roll call vote, as follows: Zunz, aye; Schneier, aye; Haycock, aye; Daly, aye; Clair, aye; Pastor, aye; Spoll, aye.**

**Town Manager Comments**

*A. Budget*

Town Manager Tom Harmer noted the Property Appraisers have issued the preliminary property values noting the combined increase of 3.21%.

*B. Town Commission*

Town Manager Tom Harmer noted the upcoming Joint Meeting with the Sarasota City Commission and the items to be considered and reviewed items to be included on the June Workshop agenda.

Individual comments followed on the dress code for the Joint Meeting.

Commissioner Clair inquired and Town Manager Harmer advised he will follow up on providing public information on the summer fertilizer restrictions.

**Adjournment**

**Mayor Spoll adjourned the June 3, 2019, Regular Meeting at 4:43 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  
JOINT MEETING WITH CITY OF SARASOTA COMMISSION  
JUNE 13, 2019  
TEMPLE BETH ISRAEL  
567 BAY ISLES ROAD  
LONGBOAT KEY, FL 34228**

**Town of Longboat Key**

**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, Deputy Town Clerk Savannah Schield

**City of Sarasota**

**Present:** Mayor Liz Alpert, Vice Mayor Jen Ahearn Koch, Commissioners Hagen Brody, Willie Charles Shaw, Shelli Freeland Eddie

**Also Present:** City Manager Tom Barwin, City Attorney Robert Fournier, Interim City Auditor and Clerk Shayla Griggs

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**Mayor Spoll called the June 13, 2019, Joint Meeting to order at 3:00 p.m. Commissioner Zunz 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*

No items were presented.

**DISCUSSION ITEMS**

*2. Update on The Bay Park Conservancy Master Plan*

Mr. A.G. Lafley, Sarasota Bayfront Planning Organization CEO, gave a PowerPoint presentation on The Bay Park Conservancy Master Plan. Discussions were held on the following topics/issues:

- BITS (Barrier Island Traffic Study)
- pedestrian overpass
- elevated walkways
- connectivity across Sarasota Bay with Longboat Key
- boat ramps
- water taxis
- parking options/solutions
- long-term goals regarding accessibility.

*3. Sarasota Downtown Transportation Projects and US 41 and Gulfstream Stormwater Project*

City of Sarasota's General Manager of Planning Ryan Chapdelain, Chief Planner of Transportation Coleen McGue, and Assistant City Engineer Daniel Ohrenstein, gave a PowerPoint presentation on downtown Sarasota transportation projects, US 41 roundabouts

### **DISCUSSION ITEMS - CONTINUED**

#### **3. *Sarasota Downtown Transportation Projects and US 41 and Gulfstream Stormwater Project – Continued***

and the Gulfstream Stormwater Project. Discussion ensued on the following topics/issues:

- docking options for water taxis
- US 41 and Gulfstream roundabout
- FDOT (Florida Department of Transportation) Traffic Study
- Pedestrian friendly communities
- The Legacy Trail
- traffic congestion regarding roundabouts
- traffic movement around roundabouts
- potential roundabout locations
- construction of roundabouts
- pedestrian crossings
- seasonal traffic
- St. Armands Circle traffic flow
- crossing guards at St. Armands Circle
- public transit
- installment of speed tables throughout St. Armands Circle.

Mr. Sadler James, Harbourside Drive, commented on the proposed US 41 and Gulfstream roundabout and transportation plans.

Mr. Larry Grossman, Sarasota, commented on the proposed roundabouts and potential pedestrian overpasses.

Individual comments followed.

#### **4. *Barrier Island Traffic Study Update***

Following comments by Longboat Key Town Manager Tom Harmer, Longboat Key Public Works Director Isaac Brownman gave a PowerPoint presentation on the Barrier Island Traffic Study (BITS). Discussion ensued on the following topics/issues:

- raised pedestrian crosswalks
- St. Armands Circle parking garage
- future technology relating to alerts for traffic congestion
- website providing updates on traffic congestion.

Mr. Larry Grossman, Sarasota, commented on the Barrier Island Traffic Study.

#### **5. *Public Transit***

Longboat Key Public Works Director Isaac Brownman gave a PowerPoint presentation on public transit on Longboat Key.

Mr. Sadler James, Harbourside Drive, commented on the public transportation options on Longboat Key.

**DISCUSSION ITEMS - CONTINUED**

*6. Discussion Regarding Consideration of Future Joint Meetings Between the City and Town*

Following comments by Sarasota City Manager Tom Barwin and Longboat Key Town Manager Tom Harmer, discussion ensued on the City and Town's joint efforts in meeting to discuss mutual issues and topics.

**ADJOURNMENT**

**Mayor Spoll adjourned the June 13, 2019, Joint Meeting at 5:28 p.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.

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
SPECIAL WORKSHOP  
JUNE 17, 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 Clerk Trish Shinkle

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**Mayor Spoll called the June 17, 2019, Special Workshop to order at 9:00 a.m. in Town Hall, Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Commissioner Daly led the Pledge of Allegiance.**

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

**PUBLIC TO BE HEARD**

*1. Opportunity for Public to Address Town Commission*

No items were presented.

**DISCUSSION ITEMS**

*2. Discussion of FY 2019-2020*

The Town Manager will provide an update on the current year Budget and a review of the FY 2019-2020 Budget currently under development. Recommended Action: Provide direction to Manager.

Town Manager Tom Harmer and Finance Director Sue Smith gave a PowerPoint presentation on the Preliminary Fiscal Year (FY) 20 Budget. Discussions were held with Town Manager Harmer, Ms. Smith, Public Works Director Isaac Brownman, and Finance Department Budget Analyst Sandi Henley on the following topics/issues:

- easement for Subaqueous Project
- utilization of natural gas and process for shut-off of gas lines during storm events (staff to follow-up with TECO Energy)
- discount on collectable ad valorem taxes
- updated Taxable Values versus Operating Expenses (distributed copy to Commission)
- Broadway roundabout/Florida Department of Transportation (FDOT) requirements
- schedule for building Broadway roundabout/funding requirements
- schedule for County Club Shores center turn lanes/possible funding through FDOT
- comparison of taxable values for Sarasota County and the Sarasota County Municipalities (distributed copy to Commission)
- adopted FY19 Budget versus proposed FY20 Budget (actual versus budgeted)
- historical trend on operating expenses
- anticipated increases in pension costs
- impact of legislation relating to cancer provisions for firefighters
- use of Fund Balance for capital expenditures
- reserve for operating expenses for disaster response

2. *Discussion of FY 2019-2020 - Continued*

- use of Fund Balance for projects reducing the number of days (180 versus targeted 90 days)
- basis/consideration to increase the targeted number of days for reserve
- reserves dedicated to various expenditures
- General Fund revenues versus Special Fund revenues
- restrictions on use of Special Revenue funds
- inventory costs for Tennis Center/seasonal fluctuations in fund balance
- general order of calling Bonds.

**RECESS:** 10:24 a.m. - 10:35 a.m.

Discussions continued on the following topics/issues:

- Beach Capital grants (Federal Emergency Management Agency {FEMA} reimbursement)
- Sinking Fund option
- lease versus purchase of vehicles
- timeframe for implementation of Sinking Funds
- non-spendable Utility Fund balance (capital assets)
- unrestricted Utility Fund balance (\$13,200,000)
- maintaining steady millage rate for non-debt service/incorporated in budget process
- flexibility in the use of General Fund balance.

Town Manager Harmer noted that Staff will provide information on the easement for the subaqueous line, projections of FY19 versus FY20, and the overall fund balance with reserve (90 days versus over 90 days).

**ADJOURNMENT**

Mayor Spoll adjourned the June 17, 2019, Special Workshop at 11:10 a.m.

\_\_\_\_\_  
Trish Shinkle, Town Clerk

\_\_\_\_\_  
George L. Spoll, Mayor

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

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

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
REGULAR WORKSHOP  
JUNE 17, 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 June 17, 2019, Regular Workshop to order in the Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida. 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*

No items were presented.

**COMMITTEE REPORTS**

2. *Manatee County Special Liaison Report*

No items were presented.

3. *Sarasota County Special Liaison Report*

No items were presented.

4. *Other Reports*

No items were presented.

**DISCUSSION ITEMS**

5. *Consolidated Retirement System Board Update and Status of Funds*

Mr. Steve Branham, Chair of the Consolidated Retirement System (CRS) Board of Trustees will present an overview of the CRS, Board activities, service providers, expected funding effects on the Town Budget, and status of the combined retirement funds. Recommended Action: None, informational only.

Following comments by Town Manager Tom Harmer, Mr. Steve Branham gave a PowerPoint presentation on the Consolidated Retirement System Board of Trustees relating to the combined retirement funds. Following comments, Mr. Branham commented on the rate of return.

Mr. Bob Dreyfus, Gulf of Mexico Drive, inquired as to the fees associated with the investment accounts.

Mr. Branham commented on the fees charged for the investment services provided.

6. *Discussion Regarding Comprehensive Beach Management Update*

Al Browder, Ph.D., P.E., Olsen-Associates will be presenting an overview of the Town's efforts to update the Comprehensive Beach Management Plan. Recommended Action: None, informational only.

*6. Discussion Regarding Comprehensive Beach Management Update - Continued*

Following comments by Town Manager Tom Harmer, Public Works Director Isaac Brownman introduced Mr. Al Browder with Olsen-Associated who gave a PowerPoint presentation on the Comprehensive Beach Management Plan. Discussions were held on the following topics/issues:

- inlet sand escheating from Longboat Key
- impact of sand movement from/to beaches north and south of Longboat Key
- process for utilizing flood shoals
- increasing amount of sand.

Town Manager Harmer noted that an updated Beach Management Plan will be scheduled for presentation in October 2019 and advised that he would arrange individual tours of the beach areas for Commissioners who wanted to participate.

Ms. Chris Wadsworth, Chatham Drive, inquired as to impact of additional sand placement.

Mr. Browder provided an overview on the impact of additional sand placement.

*7. Bayfront Park Recreation Center Update*

Town staff will deliver an update regarding options for replacement of the Bayfront Park Recreation Center facility. The building was donated to the Town in 1984, has undergone various maintenance projects over the years and concept plans for eventual replacement have been requested. Recommended Action: Provide direction to Manager.

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

- option to add third story to reduce footprint
- proposed two-story structure
- review of options to eliminate redundancy with proposed Town Center facility
- options to hold public meetings with citizens on proposals
- inclusion of patio in Scheme A
- estimated cost per square footage
- proposed location of building
- relocating building to provide for additional outdoor recreation activities.

Mr. Jim Brown, Harbourside Drive, commented on the Bayfront Park Recreation Center.

Individual comments followed on consideration of Items 7, 8, and 9, prior to Commission determination of action and additional options for the Bayfront Park Recreation Center.

(See Item later this meeting.)

**RECESS:** 2:55 p.m. - 3:05 p.m.

*8. Discussion Regarding Expansion of Pickleball Courts*

Town staff will present options regarding opportunities to expand pickleball courts on Town-owned property. Recommended Action: Provide direction to Manager.

Following comments by Town Manager Tom Harmer, Support Services Director Carolyn Brown gave a PowerPoint presentation on the proposed expansion of pickleball courts. Discussion ensued on the following topics/issues:



*8. Discussion Regarding Expansion of Pickleball Courts - Continued*

- non-residents utilizing the pickleball courts
- expanding tennis/pickleball use at Bayfront Park
- managing time blocks for tennis and pickleball players
- water issues on the Town Center site and between the library and tennis courts
- surface of pickleball courts.

The following individuals commented on the expansion of pickleball courts:

- Mr. Jim Brown, Harbourside Drive
- Ms. Chris Wadsworth, Chatham Drive
- Ms. Fanny Younger, Bayou Sound (submitted petitions and e-mails)
- Mr. Dick Schlorf, Harbourside Drive
- Mr. Robert Dreyfus, Gulf of Mexico Drive
- Ms. Helen Smith, Binnacle Point Drive
- Ms. B.J. Bishop, Buttonwood Drive (submitted written comments)
- Reverend David Marshall, Bay Isles Road
- Mr. Phill Younger, Bayou Sound.

Following individual comments, Town Manager Harmer reviewed the following items for consideration and follow-up:

- Commission desire for pickleball courts to be at Bayfront Park
- conversion of the Bayfront Park tennis courts to pickleball courts
- obtaining costs for reconfiguration of existing courts and/or the building of new tennis courts
- administration of a reservation system/managing court time/play.

The following individuals commented on pickleball courts:

- Mr. Bob Gary, Winding Oaks Drive
- Mr. Jim Brown, Harbourside Drive
- Mr. Phill Younger, Bayou Sound.

**Mayor Spoll noted consensus to locate the pickleball courts at Bayfront Park.**

(See Item later this meeting.)

*9. Town of Longboat Key Arts, Culture, & Education (ACE) Center Long-Term Planning*

At the June 3, 2019, Regular Meeting the Commission supported the current plans to make initial improvements to activate the Town's outdoor venue while preserving the building site for a future cultural center. This item is placed on the June 17, 2019, Regular Workshop Meeting for Commission discussion regarding the future long-term planning associated with a future cultural center. Recommended Action: Provide direction to Manager.

Following comments by Town Manager Tom Harmer, individual comments followed on a future Cultural and Education Center and the process to proceed.

The following individuals comments on the proposed ACE Center:

- Mr. Jim Brown, Harbourside Drive
- Ms. Pat Zunz, Lands End Drive

*9. Town of Longboat Key ACE Center Long-Term Planning - Continued*

Individual comments followed.

Town Manager Harmer reviewed the consensus received at the June 3, 2019, Special Meeting, relating to the “Guiding Principles” for the Town Center site, as follows:

- activate the site as an outdoor venue
- preserve a buildable area for a future community facility while maintaining as much of an open space venue as possible
- utilize existing parking and configuration both for the outdoor venue and future use
- address slope variations and high water table
- meet with the Water Management District to ascertain their requirements for wetlands mitigation and storm water management
- install basic electric, water, and sewer connections to facilitate a temporary outdoor venue use
- provide initial improvements within existing budget and explore possible grant funding to the extent feasible
- advance public engagement input for long term improvements to the site.

**Following comments, the consensus reached at the June 3, 2019, Special Meeting was endorsed.**

Town Manager Harmer noted that Staff will provide a public engagement plan at a future meeting and responded to inquiry regarding the next steps for a future ACE facility.

Discussion ensued on developing a concept for public consideration.

(See Item later this meeting.)

*7. Bayfront Park Recreation Center Update - Continued*

Town Manager Harmer commented on Commission direction relating to the Bayfront Park Recreation Center. Discussion ensued on the options to relocate the building, removal of the tennis courts from Bayfront Park, and reconfiguring tennis courts for pickleball play.

**There was majority consensus to remove the tennis courts at Bayfront Park and to construct two additional courts at the Tennis Center for free play.**

(See Item earlier and later this meeting.)

*9. Town of Longboat Key ACE Center Long-Term Planning - Continued*

Discussion ensued on the process for reaching consensus on the next steps to accomplish the development of the ACE Center.

**There was consensus for Commissioners to each submit a list of items to the Town Manager to be considered for inclusion in a future ACE Center.**

Vice Mayor Zunz requested consideration to provide opportunity for the public to also submit items.

(See Item earlier and later this meeting.)

*7. Bayfront Park Recreation Center Update - Continued*

Town Manager Harmer requested clarification on proceeding with the Recreation Center under the traditional Town administration versus the outdoor venue and future ACE Center as a public/private partnership. Discussion ensued.

**Follow comments, there was majority consensus to select Scheme A (current building location) as the site of a future building.**

(See Item earlier and later this meeting.)

*10. Utilities Undergrounding Project Update*

At each Regular Workshop Meeting, the Town Manager and Staff 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 Project Manager James Linkogle gave a PowerPoint presentation on the Utilities Undergrounding Projects and Mr. Mark Porter, with CDM Smith, provided an overview of the budget, advising there were changes to the budget, and commented on the project phasing. Discussions were held on the timeframe for the determination of the pole locations.

**TOWN COMMISSION COMMENTS**

No items were presented.

**TOWN ATTORNEY COMMENTS**

*A. Town Commission*

Town Attorney Maggie Mooney commented on the public records requests forwarded to the Town Commission relating to text messages and any other records that a Commissioner may have that is not part of the Town record. Upon inquiry, Town Attorney Mooney noted the request was voluminous and was received from the law firm representing Mr. Andy Adams.

Upon inquiry, Town Attorney Mooney provided an update on the litigation filed against Equity Villas.

*B. Town Commission*

Town Attorney Maggie Mooney noted the favorable ruling on the challenge to our website for compliance with ADA (American with Disabilities Act) requirements, noting that the Town is one of two agencies who have been successful in defending the lawsuit relating to ADA compliance in lieu of settling out of court.

**TOWN MANAGER COMMENTS**

*A. Town Commission*

Town Manager Tom Harmer reviewed the Commission direction on Item 7 (Bayfront Park Recreation Center), Item 8 (expansion of pickleball courts), and Item 9 (long-term planning for the ACE Center).

Public Works Director Isaac Brownman noted that review of the Tennis Center site will need to be accomplished to determine if the site will accommodate two additional tennis courts for free play. Discussion ensued on the number of pickleball courts to be placed at Bayfront Park.

**TOWN MANAGER COMMENTS - Continued**

*B. Town Commission*

Town Manager Tom Harmer noted the Commission's meeting schedule in July and noted a Project Kick-Off meeting for the public on July 1, 2019, at Town Hall regarding the undergrounding project, and responded to inquiry relating to advertising requirements for the Project Kick-Off meeting.

*C. Town Commission*

Town Manager Tom Harmer noted the Town Clerk's office has received the presentation from Manatee County relating to the required four hour training on the Sunshine and Ethics laws available for check-out.

**ADJOURNMENT**

**Mayor Spoll adjourned the June 17, 2019, Regular Workshop at 6:11 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 MEETING  
JULY 1, 2019**

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

**Also Present:** Town Manager Tom Harmer, Town Attorney Maggie Mooney, Deputy Town Clerk Savannah Schield

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**Mayor Spoll called the July 1, 2019, Regular Meeting to order in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, at 1:00 p.m. Commissioner Schneier 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. Government*

Ms. Cheri Coryea, Manatee County Administrator, introduced herself and commented on working with the Town on issues in the future.

*B. Sign Code*

Ms. Stacey Altherr, Gulf of Mexico Drive, commented on signage issues in front of her business Simply Susanne's Café.

*C. Off-Site Drilling*

Mr. Hunter Miller, Oceana Campaign Organizer, commented on off-shore drilling on the gulf coast.

**APPROVAL OF MINUTES**

*2. May 6, 2019, Regular Meeting; May 20, 2019, Special Workshop Meeting (Budget), May 20, 2019, Regular Workshop Meeting Minutes, June 3, 2019, Regular Meeting, and June 3, 2019, Special Meeting Minutes*

**Vice Mayor Zunz requested review of the June 3, 2019, Regular Meeting Minutes (page 7, Item 15, Special Magistrate Appointment), opining that there needs to be clarification of the interpretation of the contract.**

**There was consensus to approve the May 6, 2019, Regular Meeting; May 20, 2019 Special Workshop Meeting (Budget); May 20, 2019 Regular Workshop Meeting; June 3, 2019 Special Meeting Minutes, as submitted, and to defer approval of the June 3, 2019, Regular Meeting Minutes to September 9, 2019, Regular Meeting.**

**COMMITTEE REPORTS**

*3. Manatee County Special Liaison Report*

No items were presented.

**COMMITTEE REPORTS - CONTINUED**

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

5. *Other Reports*

A. *Tourism*

Commissioner Schneier commented on Sarasota County Tourist Development Council's revenue update and recent projects.

B. *Transportation*

Commissioner Daly commented on the effort from the Town, Florida Department of Transportation (FDOT), and the City of Sarasota on solving traffic and pedestrian safety issues at St. Armands Circle.

**CONSENT AGENDA**

6. *Interlocal Agreement with Manatee County Regarding Community Development Block Grants Program*

The Federal Housing and Urban Development (HUD) Department oversees the Federal Community Development Block Grant (CDBG) program. Qualifying counties receive a formula allocation each year from HUD for community development and housing assistance programs activities within their jurisdictions. Since 2001 the Town has assigned its' population to Manatee County to assist in their receiving program funding. An interlocal agreement from all participating jurisdictions is required by HUD no later than July 26, 2019. Manatee County is requesting approved Interlocal Agreements by July 15, 2019. Recommended Action: Authorize Manager to execute Interlocal Agreement with Manatee County for Community Development Agreement.

7. *Appointment of Town Auditor*

Pursuant to Town Charter, Article V, Section 12, Audit of Accounts, the Commission shall conduct an annual audit of the Town by an independent certified public accountant, selected by the Town Commission. The Town's Finance Committee consists of three appointed Town Commissioners, who have the discretion to appoint two resident electors to assist the Committee with their duties. The Finance Committee evaluated and scored request for proposal responses, and the Town issued a notice of award to Mauldin & Jenkins. The Town Commission is requested to formally appoint Mauldin & Jenkins as the Town Auditor through the 2020 Audit with an option for a one-time 3-year renewal. Recommended Action: Appoint Mauldin & Jenkins as the Town Auditor through the 2020 Audit with an option for a one-time 3-year renewal.

8. *Resolution 2019-12, General Obligation Refunding Note, Series 2019*

The Town issued its General Obligation Note, Series 2009 for various capital improvements to the Town's Water and Wastewater Utility System. The original terms did not allow for prepayment until an interest payment date on or after July 22, 2019. The issuing bank, BB&T is offering to refund the remainder of the outstanding 2009 Note prior to the allowable prepayment dated. The Town's Financial Advisor has analyzed the opportunity and advised that the Town could achieve a net present value savings, of approximately \$54,000 assuming the new loan is closed on July 3, 2019. Commissioners will also be required to sign a certificate confirming a noticed public meeting was held, and

## **CONSENT AGENDA - CONTINUED**

8. *Resolution 2019-12, General Obligation Refunding Note, Series 2019 - Continued* that they have no conflict of interest. Recommended Action: Pass Resolution 2019-02, and execute Certificate of Public Meeting and No Conflict of Interest.

**Commissioner Pastor moved to approve the Consent Agenda. The motion, seconded by Commissioner Haycock, carried by a 6-0 roll call vote, as follows: Pastor, aye; Haycock, aye; Schneier, aye; Clair, aye; Zunz, aye; Spoll, aye.**

## **ORDINANCES – SECOND READING AND PUBLIC HEARING**

9. *Ordinance 2019-05, Amending Chapter 158, Zoning Code*

At their May 21, 2019, Regular Meeting, the Planning & Zoning (P&Z) Board held discussion and public hearing on Ordinance 2019-05, amending Chapter 158, Zoning Code to provide updates for certain Sections of the Code. These are the first phase of amendments to the updated Zoning Code adopted at the April 1, 2019, Regular Meeting. Ordinance 2019-05 includes revisions for: Consideration of Parking Standards for Multi-Use Projects, Parking Flexibility, and Parking Waivers. Recommended Action: Adopt Ordinance 2019-05.

Deputy Town Clerk Savannah Schield placed Ordinance 2019-05 on record for second reading and public hearing by title only.

**Commissioner Schneier moved to adopt Ordinance 2019-05. The motion was seconded by Commissioner Clair.**

**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 2019-05.

Ms. Cindy Fischer, Linley Street, commented on commercial parking requirements.

**Mayor Spoll closed the public hearing.**

**The motion carried by a 6-0 roll call vote, as follows: Schneier, aye; Clair, aye; Haycock, aye; Pastor, aye; Zunz, aye; Spoll, aye.**

## **NEW BUSINESS**

10. *Update on Fire Stations Projects*

Town staff and consultants will provide an update on the Fire Stations Projects at the July 1, 2019, Regular Meeting. Recommended Action: None, informational only.

Following comments by Town Manager Tom Harmer, Public Works Project Manager Charles Mopps gave a PowerPoint presentation on additional updates on the Fire Stations Projects. Discussions were held on the following topics/issues:

- *previous fire station size versus proposed fire station size*
- *total budget for project*
- *solar power costs.*

**NEW BUSINESS - CONTINUED**

*11. Establishing Town of Longboat Key Legislative Priorities for 2020 Legislative Session*

Each year the Town establishes legislative priorities for submittal to the Sarasota County Legislative Delegation, Manatee County Legislative Delegation, and the Manasota League of Cities. The Town Manager will seek Commission direction regarding issues to be brought forward for consideration during the upcoming legislative session. Recommended Action: Establish Town of Longboat Key Legislative Priorities for 2020 Legislative Session.

**Following comments on the ranking of the items, there was consensus to approve the Legislative Priorities as amended.**

*12. Setting a Maximum Millage Rate*

In accordance with Florida Statutes, the Town must establish a proposed maximum millage rate by July so that it can be included in the Notice of Proposed Property Taxes (TRIM Notice) mailed in August by each County. Although it can be reduced in later budget hearings, these millage rates cannot be increased. Based on Town Commission direction from the June 17, 2019, Special Workshop Meeting, the proposed tentative maximum millage rates will be presented for Commission consideration at the July 1, 2019, Regular Meeting. Recommended Action: Set Maximum Millage Rates and forward required documents to adopt millage rates and budget, based on these tentative rates, to September 9, 2019, Regular Meeting for first public hearing.

Town Manager Tom Harmer gave a PowerPoint presentation on the tentative maximum millage rates.

**Commissioner Pastor moved to set the maximum millage rate for operating purposes at 2.1144; the required millage for Facility Debt at 0.0596; the required millage for Beach District A at 0.6748; and the required millage for Beach District B at 0.1687 to be submitted to the County Property Appraiser for the TRIM Notice, and to direct Staff to draft the appropriate documents to adopt the millage rates and the budget based on these rates for forwarding to the September 9, 2019, Regular Meeting for first public hearing. The motion, seconded by Commissioner Haycock, carried by a 6-0 roll call vote, as follows: Pastor, aye; Haycock, aye; Schneier, aye; Clair, aye; Zunz, aye; Spoll, aye.**

**TOWN COMMISSION COMMENTS**

No items were presented.

**TOWN ATTORNEY COMMENTS**

*A. Commission*

Town Attorney Maggie Mooney noted each Commissioner needs sign the Certificate to Public Meetings and No Conflicts of Interest regarding Resolution 2019-12 before leaving.

**TOWN MANAGER COMMENTS**

*A. Public Works*

Town Manager Tom Harmer recognized Street, Facilities, Parks, and Recreating Manager Mark Richardson, who was invited to speak at the upcoming Parks and Recreation Association Conference.



**TOWN MANAGER COMMENTS - CONTINUED**

*B. Planning, Zoning, and Building*

Town Manager Harmer commented on the Planning Officials Training Session for Planning and Zoning Board members.

**ADJOURNMENT**

**Mayor Spoll adjourned the July 1, 2019, Regular Meeting at 2:28 p.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.

**MINUTES**  
**LONGBOAT KEY TOWN COMMISSION**  
**JOINT MEETING WITH MANATEE COUNTY COMMISSION**  
**FEBRUARY 26, 2019**  
**MANATEE COUNTY GOVERNMENT ADMINISTRATIVE CENTER**  
**FOURTH FLOOR - MANATEE ROOM**  
**1112 MANATEE AVENUE WEST, BRADENTON, FLORIDA**

**Town of Longboat Key**

**Present:** Mayor George Spoll, Vice Mayor Ed Zunz, Commissioners Jim Brown, Randy Clair, Jack Daly, Irwin Pastor, Ken Schneier

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

**Manatee County Commission**

**Present:** Chair Stephen Jonsson, First Vice Chair Betsy Benac, Second Vice Chair Misty Servia, Third Vice Chair Carol Whitmore, Commissioners Priscilla Trace, Reggie Bellamy, and Vanessa Baugh

**Also Present:** County Administrator Ed Hunzeker, Boards Records Supervisor Vicki Tessmer

**Call to Order**

Manatee County Commission Chair Jonsson called the Joint Meeting to order at 1:30 p.m. and Manatee County Administrator Ed Hunzeker reviewed the agenda items.

**Citizen Comment/Public to be Heard**

No items were presented.

**Agenda Items**

*1. Update on the Town of Longboat Key Challenges of Being in Two Counties*

Following a PowerPoint presentation and comments by Longboat Key Town Manager Tom Harmer, discussions were held on the following topics/issues:

- communication issues between the County and Town
- impact on the Manatee County School Board
- emergency management issues
- interlocal agreements
- sea level rise
- emergency evacuation plans
- beach renourishment funding
- Broadway and Gulf of Mexico Drive roundabout
- West Coast Inland Navigation (WCIND) grant applications
- Tourist Development Tax
- financial assistance for beach erosion on Greer Island.

*2. Greer Island and North End Structural Stabilization Project Update*

Longboat Key Town Manager Tom Harmer introduced Longboat Key Public Works Director Isaac Brownman.

Following a PowerPoint presentation and comments by Town Manager Harmer and Public Works Director Brownman, discussions were held on the following topics/issues:

- Town requesting sand from next Longboat Pass dredge cycle
- proposed groins at Greer Island
- Florida Department of Environmental Protection (FDEP) requirements
- erosion rates.

*2. Greer Island and North End Structural Stabilization Project Update – Continued*

Manatee County Parks and Natural Resources Director Charlie Hunsicker commented on the proposed groins and the sand sharing initiative.

*3. Public Safety Communication Radio Update*

Following comments by Town Manager Tom Harmer on the benefits of the public safety communications radios project, Town Police Chief Pete Cumming thanked the Board of County Commissioners for their effort on the project. Discussion ensued on the following topics/issues:

- decrease in communication delays
- all agencies communicating on one channel
- both counties on all radios.

*4. Utility Undergrounding Project Update*

Following a PowerPoint presentation and comments from Public Works Director Isaac Brownman, discussions were held on the following topics/issues:

- issues with tree roots uprooting utilities
- tax assessments
- construction starting Spring 2019
- Florida Power and Light (FPL) credits for not hardening facilities.

*5. Manatee County Area Transit (MCAT) and Sarasota County Area Transit (SCAT) Route 18 Discussion*

Following a PowerPoint presentation and comments from Longboat Key Town Manager Tom Harmer, discussions were held on the following topics/issues:

- current MCAT reservation-based transit service
- SCAT proposed modification using circulator during season
- long-term transit system solutions
- consistent transit services year long
- requesting assistance from the State
- MCAT Route 99
- traffic congestion management
- trolley services.

**Adjournment**

*7. Adjournment*

Following comments, Manatee County Chair Jonsson adjourned the February 26, 2019, Joint Meeting at 3:20 p.m.

---

Savannah Schield, Deputy Town Clerk

---

George L. Spoll, Mayor

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

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

**End of Agenda Item**