



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

## Town of Longboat Key Town Commission

Town Hall, 501 Bay Isles Road

Longboat Key, FL 34228

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

Ken Schneier, Mayor; Mike Haycock, Vice Mayor;  
Gary Coffin, District 1; Penny Gold, District 2;  
Debra Williams, District 4; Sarah Karon, District 5;  
and B.J. Bishop, At-Large

### **AGENDA REGULAR MEETING NOVEMBER 4, 2024 - 1:00 PM**

#### **1. Call to Order and Pledge of Allegiance**

#### **2. Pledge of Public Conduct**

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

#### **3. Public to be Heard**

Opportunity for the Public to Address the Town Commission

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

#### **4. Reports**

A. Hurricanes Helene and Milton Updates

1. Resolution 2024-25, Confirming Emergency Response Actions
2. Resolution 2024-26, Suspending Certain Building Permit Fees

B. Committee Reports

#### **5. Consent Agenda**

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

A Approval of Minutes

September 23, 2024, Regular Workshop; September 23, 2024, Special Meeting-Budget; October 7, 2024, Regular Meeting.

Recommended Action: Approve Minutes.

B. Memorandum of Understanding (MOU) with the Sarasota County Property Appraiser

In 2015, the Town Commission authorized a MOU with the Sarasota County Property Appraiser (SCPA) to identify homestead tax exemption fraud with the Town recovering 70% of the previously unbilled and uncollected tax revenue, which was amended in 2022 for a return of 76.5% revenue. The SCPA has submitted a new MOU for consideration which would audit tangible personal property (TPP), which is furniture, fixtures, and equipment used in the operation of a business with the Town having a return of 65% of recovered revenues.

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

C. Memorandum of Understanding (MOU) with the Florida Division of Emergency Management (FDEM)

The MOU is required to allow the FDEM to assist the Town with the completion of Substantial Damage Estimates, which are required under Section 1206 of the Disaster Recovery Reform Act (DRRA), as it relates to Federal Declaration DR-4828-FL ("Hurricane Helene"). The MOU provides that FDEM will assume legal responsibility for the implementation of the provisions of DRRA Section 1206 within Municipality limits, as applicable under DR-4828-FL, and will assist the Town with the completion of Substantial Damage Assessments that are required.

Recommended Action: Authorize the Mayor to execute the MOU with the FDEM.

D. Memorandum of Understanding (MOU) with the Florida Division of Emergency Management (FDEM)

The MOU is required to allow the FDEM to assist the Town with the completion of Substantial Damage Estimates, which are required under Section 1206 of the Disaster Recovery Reform Act (DRRA), as it relates to Federal Declaration DR-4834-FL ("Hurricane Milton"). The MOU provides that FDEM will assume legal responsibility for the implementation of the provisions of DRRA Section 1206 within Municipality limits, as applicable under DR-4834-FL, and will assist the Town with the completion of Substantial Damage Assessments that are required.

Recommended Action: Authorize the Mayor to execute the MOU with the FDEM.

## 6. Ordinances and Resolutions

A. Ordinance 2024-10, Establishing the March 2025 General Election Dates

First reading to consider Ordinance 2024-10 to set the 2025 Preliminary and General Election dates in coordination with both Manatee and Sarasota County Supervisor of Elections offices. Ordinance 2024-10 provides for the date of January 28, 2025, for a Preliminary Election (if required) and March 11, 2025, for the General Election, and provides for ballot presentation, early voting, and required advertising.

Recommended Action: Following the first reading, forward Ordinance 2024-10 to the December 2, 2024, Regular Meeting for the second reading and public hearing.

B. Ordinance 2024-12, Proposed Charter Amendments (Option A or Option B)

Discussion and first reading of Ordinance 2024-12 to provide for amendments to the Town Charter. At the Town Commission's September 9, 2024, Regular Meeting, the Town Commission directed the Town Staff and Town Attorney to prepare an Ordinance that places a charter amendment referendum question before the Town's voters at the March 11, 2025, General Election. This amendment would allow the Town Commission to cancel its July Regular Meeting date. Subsequently, a potential conflict between the language in Article III, Section 3, of the Town Charter (relating to the appointment of an Acting Town Manager) and the dual office prohibition in the Florida Constitution was identified. An additional charter amendment referendum question has been included in Ordinance 2024-12 to address the

conflict if the Town Commission should elect to move forward on the language pertaining to the cancelation of the July Regular Meeting date. Two options are being provided for Commission discussion at the first reading of the Ordinance.

Recommended Action: Pass Ordinance 2024-12 (Option A or Option B) on the first reading and forward it to the December 2, 2024, Regular Meeting for second reading and public hearing.

**7. Town Commission Comments**

**8. Town Attorney Comments**

**9. Town Manager Comments**

**10. Adjournment**

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

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing a reasonable accommodation to participate in this proceeding should contact the Town Clerk's office at 941-316-1999 seventy-two (72) hours in advance of this proceeding. If you are hearing impaired or require an alternative means of communication, utilize Florida Relay Service by dialing 7-1-1 (TTY) or one of the following toll-free numbers:

1-800-955-8770 (Voice), 1-800-955-1339 (ASCII), 1-877-955-8260 (VCO-Direct), or 1-800-955-5334 (STS).