



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

Town of Longboat Key Town Commission

Town Hall, 501 Bay Isles Road

Longboat Key, FL 34228

www.longboatkey.org

Ken Schneier, Mayor; Mike Haycock, Vice Mayor; Sherry Dominick, District 1;
George Spoll, District 2; Jack Daly, District 4;
Ed Zunz, District 5; and B.J. Bishop, At-Large

AGENDA REGULAR MEETING April 6, 2020 – 1:00 PM

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".

Call to Order, Roll Call, and Pledge of Allegiance Approval of Virtual Meeting Protocols and Process

Public to be Heard *

1. Opportunity for Public to Address Town Commission

- A. At each meeting the Town Commission sets aside time for the public to address issues not on the agenda.
- B. All other agenda items except public hearings.

* Virtual public participation instructions provided as in attachment to this agenda.

Reports

2. COVID-19 Report

The Town Manager will brief Commissioners on the Town's response to the COVID-19 pandemic.
Recommended Action: None, informational only.

3. Final Report of 2020 Annual Citizens' Survey by USF Institute of Government

TA representative of USF will present the Final Report of the 2020 Annual Citizens' Survey.
Recommended Action: None, informational only.

Resolution and Public Hearing *

4. Resolution 2020-07, FY20 Budget Amendment in the Amount of \$60,000 from Commission Contingency for Australian Pine Program Special Revenue Fund

The Town's Australian Pine (A-pine) Removal Program provides incentives to private property owners for A-pine removal. Resolution 2020-07, provides for a FY20 Budget amendment of \$60,000 for continuation of the program. The public can virtually participate in the public hearing. *See virtual meeting instructions attached to this agenda. Recommended Action: Pass Resolution 2020-07.

Consent Agenda

The purpose of the Consent Agenda is to expedite those items on an agenda that appear to be of a routine nature. Any item on the Consent Agenda can be removed from the Consent Agenda and placed on the Regular Agenda by any member of the Town Commission without having to make a motion, receive a second, or submit to 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 is a vote of confirmation to the action noted in each item.

5. Approval of Minutes

February 26, 2020 Joint Meeting with Sarasota County; and March 2, 2020 Regular Meeting Minutes
Recommended Action: Approve Minutes

6. Community Rating System (CRS) and Floodplain Management Plan Update

The Town participates in the National Flood Insurance Program (NFIP), the Sarasota County Floodplain Management Plan (FMP), and the Community Rating System (CRS). Residents receive NFIP flood insurance policy discounts based on the Town’s CRS rate. Town staff have provided an update to the Town’s CRS review. Recommended Action: None, informational only.

7. Resolution 2020-08, Annual Beach Funding Resolution

The State of Florida Beach Management Funding Assistance Program is a recurring source of funding for the Town’s beach nourishment projects. An annual beach funding resolution is required to accompany its Local Government Funding Request application for State cost-sharing grants. Recommended Action: Pass Resolution 2019-04.

New Business

8. 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 makes appointments of its members to committees named in the Town Code or as required by outside agencies. Recommended Action: Appoint Commissioners to Town committees and outside agencies.

9. Appointments to the Planning & Zoning Board

Two appointments for open seats on the Planning & Zoning Board will be considered at the April 6, 2020 Regular Meeting: to fill a vacancy created by B.J. Bishop’s election to the Town Commission, and an appointment, or reappointment, for David Green’s expiring term. Recommended Action: Appoint members to the Planning & Zoning Board.

10. Florida Department of Transportation (FDOT) Gulfstream & US 41 Roundabout Update

The Town Manager will review FDOT Maintenance of Traffic (MOT) plans from a recent meeting with FDOT District 1 Secretary. The update will include the Town Attorney’s opinion/recommendation on engagement of legal counsel. Recommended Action: Provide direction to Manager.

Town Commission Comments

Town Attorney Comments

Town Manager Comments

Adjournment

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

While it is necessary to hold the above referenced meeting of the Town Commission despite the current public health emergency, the Town Commission fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to listen to the meeting can do so at <https://www.longboatkey.org/town-government/commission-meetings-live>. Additionally, the public can submit comments on agenda items to the Town Clerk in advance at tshinkle@longboatkey.org Please submit comments on agenda items to the Town Clerk no later than 10:00 a.m. on Monday, April 6, 2020, to facilitate the Town Commission’s consideration of such questions and comments during the meeting.

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

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing a special accommodation to participate in this proceeding should contact the Town Clerk’s office at 941-316-1999 forty-eight (48) hours in advance of this proceeding. If you are hearing impaired, please call 941-316-8719.

The April 6, 2020, Town Commission meeting will be conducted virtually with limited staff in attendance in the Commission Chamber at Town Hall.

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

To participate in the Town Commission meeting on April 6, 2020, which begins at 1 p.m., you have the following options:

1. Listen to the meeting via phone:

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

2. Watch the meeting online, but not participate:

You may access the meeting by visiting <https://www.longboatkey.org/town-government/commission-meetings-live>.

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

Please follow all of the instructions provided for in #2 above. You may also provide written comments by e-mailing Town Clerk Trish Shinkle by April 6, 2020, at 10:00 a.m. at tshinkle@longboatkey.org, by regular mail at 501 Bay Isles Road, Longboat Key, FL, 34228, or submit the on-line form available on the Town's website (www.longboatkey.org). The on-line form will be available from Friday, April 2, 2020, at 12:00 p.m. (noon) until 10:00 a.m. on April 6, 2020. If requested by the commenter, written comments will be read into the record at the appropriate time. All other written comments received by the deadline will be distributed to the Commission and the appropriate staff prior to the start of the meeting. Time limits will be enforced so written comments that are read into the record must be limited to 3 minutes.

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

Request to Speak instructions:

To request to speak during the virtual meeting, you must complete the Request to Speak form **no later than 10:00 a.m.** on April 6, 2020, to be placed on a participant list. You may access the Request to Speak form by visiting www.longboatkey.org. You must fill out and submit all required information on the form no later than **no later than 10:00 a.m.** on April 6, 2020, to participate during the public comment and/or public hearing items on the agenda. The on-line form will be available from Friday, April 2, 2020, at 12:00 p.m. (noon) until 10:00 a.m. on April 6, 2020. Except for the public hearing agenda item, all Public to be Heard comments will be taken at the beginning of the meeting for both Agenda and Non-Agenda items. If you are requesting to speak during the public hearing agenda item, please indicate that specific agenda item number on the Request to Speak form as your comments will be considered during the public hearing portion of the meeting when that public hearing item is considered by the Town Commission.

Zoom instructions:

For the April 6, 2020, meeting, please use the meeting link <https://zoom.us/j/267390984> to virtually attend and watch the meeting by computer, tablet, or smartphone. Those whom have pre-registered to speak, will be called upon and the Town's 3-minute time limit will be

enforced. If joining from a tablet or smartphone, you will need to download the free Zoom app from your device's app store. If joining from a computer, your computer will automatically download and install (if needed) the Zoom program. If you currently have Zoom installed on your computer, tablet, or smartphone, you may join the meeting by entering the meeting ID 267390984. In the event you encounter difficulties in participating, please check the Town's website for any updated information.

For additional information or assistance please contact the following prior to the meeting:

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

April 6, 2020
Regular Meeting

Agenda Item #1

**No material provided for this
agenda item**

M E M O R A N D U M

TO: Town Commission
FROM: Tom Harmer, Town Manager
REPORT DATE: April 1, 2020
MEETING DATE: April 6, 2020
SUBJECT: COVID-19 Report

Recommended Action

None, informational only.

Background

As the Commission is aware, the Town continues to respond to the COVID-19 Emergency. We continue to monitor and respond to Executive Orders from the Governor's Office and in accordance with our Interlocal Agreement with Sarasota and Manatee Counties coordinating our response with Sarasota County Emergency Management. I have tasked Fire Chief Dezzi with helping coordinating the Town's response to COVID 19. He and I continue to closely collaborate on all actions regarding the Town's response.

I continue to provide daily updates to the Commission and we update the public through various means including our website which is updated daily.

I have attached the latest information update posted on our website as of April 1st.

At the April 6, 2020 Regular Meeting I will provide an update to the Commission on the current status of COVID-19 as it relates to Longboat Key. Chief Dezzi and I will be available to answer questions that you may have.

Staff Recommendation

None, informational only.

Attachments

A. April 1, 2020 COVID Update

COVID-19 Information – March 31, 2020

The Town continues to implement directives from the White House, State of Florida Governor's office, and local emergency managers in response to the COVID-19 pandemic, emergency protective measures, and CDC advisories.

New information is denoted in bold font.

On April 1, 2020 governor DeSantis issued EO 20-91, "Safer At Home" which becomes effective Thursday, April 2 at midnight. A summary is provided below.

EO 20-91 Directives for "Safer At Home" states that senior citizens and individuals with a significant underlying medical condition shall stay at home and take all measures to limit the risk of exposure to COVID-19. All persons in Florida shall limit their movements and personal interactions outside their home to only those necessary to obtain or provide essential services or conduct essential activities. Essential services are enumerated in the U.S. Department of Homeland Security, Guidance on Essential Critical Infrastructure Workforce, and businesses and activities designated by EO 20-89 and the list by Miami-Dade County. Governmental agencies, including the Town of Longboat Key will continue conducting business and providing services. Working from home is encouraged for those included in the Safer at Home order. All businesses or organizations are encouraged to provide delivery, carry-out, or curbside service outside the business/organization, of orders placed online or via telephone, to the greatest extent possible. Essential Activities includes attending religious services, participating in recreational activities (with CDC social distancing), walking, biking, hiking, fishing, hunting, running, swimming, taking care of pets, and caring for or otherwise assisting a loved one or friend.

EO 20-86 includes new directives for travelers from Louisiana (also New York, New Jersey, and Connecticut) and establishes checkpoints for vehicles entering Florida. The EO directs all travelers from those States to isolate or quarantine for 14 days from time they enter Florida, and applies retroactively to all persons who visited those areas within the past 14 days. They are also required to inform any individual in Florida with whom they have had direct physical contact in the past 21 days that they traveled from an area with substantial community spread. The EO further requires the FDOT to establish checkpoints on roadways entering Florida, at welcome centers, and rest stops. It further requires travelers from those specific States to provide information (including in written form) regarding the origin of their travel and the address of their location for isolation or quarantine for the 14-day period. Checkpoints have been set up on I-95 and I-75, with other roadways planned. Violation of EO 20-82 is a second-degree misdemeanor, punishable by imprisonment, or a fine of up to \$500.

EO 20-87 suspends certain Florida vacations rentals of less than 30 days (identified on State DBPR license as *vacation rental condo or vacation rental dwelling*). Vacation rentals are prohibited from making new reservations or bookings, and shall not accept new guests for check-in for the next 14-day period. This directive includes rental of homes, condominiums, cooperatives, or dwelling units that are considered transient public lodging establishments. It excludes hotels, motels, inns, resorts, non-transient public lodging establishments, and time-share properties. The Town has contacted property owners on Longboat Key who fall into this category. Violation of EO 20-87 is a second-degree misdemeanor, punishable by imprisonment, or a fine of up to \$500.

The State of Florida Surgeon General has issued a Public Health Advisory following Governor DeSantis EO 20-83 stating the following:

- Vulnerable populations – Individuals over 65, and those with high-risk conditions should self-isolate to limit contact with persons outside of the home, practice social distancing of 6' from others, frequent hand washing, avoid unnecessary touching of the face, and disinfect high-touch surfaces.

- Social Distancing – Social or recreational gatherings of more than 10 people should cease. All groups under 10 people should practice social distancing of at least 6 feet from each other.
- Density of the Workforce – Florida businesses should allow telework for employees; should make efforts to reduce onsite workforce to 50%, to the extent possible without significantly disrupting the ability to conduct business.

The Town of Longboat Key supports these measures and are coordinating for enforcement of all Federal, State, and County Directives.

Longboat Key Town Hall, and other Public Buildings have implemented virtual customer service.

To protect our residents, and staff, while continuing to provide our high-level of customer service to residents, visitors, and businesses. Customers can contact staff via phone, e-mail, and when necessary an appointment can be made to visit a facility. Town Hall remains staffed, and fully operational, to sustain all Town services.

A CodeRED Emergency Notification was issued March 25, at 11:00 AM advising of the Town's COVID-19 Response and to visit www.longboatkey.org for daily updates. Residents who did not receive the call, please register through the Town's website. The link is located under the "I Want To..." tab and re-directs you to the CodeRED registration portal.

Town Park/Amenity Closures:

- Beach and Boat access to Greer Island (Beer Can Island) is closed
- Longboat Key's 12 Public Beach Access Points & Parking
This includes Quick Point, Overlook Park, and Bayfront Park
- All public boat ramps in Manatee County, Linley Street Boat Ramp, City of Sarasota boat ramps, City Island boat ramp, and parking at Bird Key Park
- Tennis Center
- Areas of Bayfront Park - Tennis, Pickleball, Basketball, Shuffleboard and Children's Playground.
- Sarasota County public beaches and Manatee County public beaches
- Amenities at Sarasota County Parks

Public Amenities that remain open:

- Bayfront Park dog park, green space, kayak launch, fishing platforms, walking paths remain open.
- Longboat Key residents, private property owners, and their visitors, are allowed to use the beach under current CDC restrictions of social distancing, and groups under 10 people.
- Please practice CDC protective measures as you enjoy the remaining public amenities at Town parks: 6-foot social distancing, no groups over 10 persons, and personal hygiene re coughing, handwashing.

Private Property Amenities (gyms, fitness centers, spas, and pools):

- Private property multi-family, and resort properties were requested to assess their gyms, fitness centers, and pool areas for compliance with CDC advisories. Those that do not meet CDC guidelines (gathering places for groups exceeding 10 in size, provide adequate space to practice social distancing, or are not routinely sanitized) are strongly encouraged to close any non-compliant amenity.

If Someone Suspects COVID-19:

- Individuals who suspect they may have COVID-19 should first call the Florida Department of Health at 866-779-6121 or email at COVID-19@flhealth.gov AND follow up with your physician.

Drive-Through Testing Sites in Sarasota County and Manatee County

- Visitors to the collection site must have a Doctor's prescription to be tested for COVID-19 and must have an appointment made in advance. Proof of County residency is required (driver's license, passport, utility bill)
- Sarasota County – Twin Lakes Park, 6700 Clark Road, Sarasota, FL 34241
Sarasota County Department of Health – 941-861-2900
- Manatee County – Bradenton Area Convention Center, 1 Haben Blvd, Palmetto, FL 34221
Manatee County Department of Health – 941-748-0747

We evaluate daily, any necessary additional protective measures, and will publish daily updates to the Town's website www.longboatkey.org re COVID-19 issues.

For other resources regarding COVID-19, the website contains links to Florida Department of Health, Center for Disease Control, Sarasota and Manatee Counties.

End of Agenda Item

M E M O R A N D U M

TO: Tom Harmer, Town Manager
FROM: Carolyn Brown, Director, Support Services
REPORT DATE: March 27, 2020
MEETING DATE: April 6, 2020
SUBJECT: Final Report of 2020 Annual Citizens' Survey by USF
Institute of Government

Recommended Action

None, informational only.

Background

During their 2020 Commission Retreat for strategic planning, the Town Commission discussed initiating an Annual Citizen Survey in FY20. Funding for the survey was included in the FY20 Budget adopted on September 23, 2019.

Conducting this survey has provided an opportunity for respondents to rank how satisfied they are with Town services and how important it is for the Town to work on specific quality-of-life issues. The survey was scheduled to provide input to the Town staff, administration, and Town Commission in advance of the Annual Commission Retreat for strategic planning.

The Town worked with the Florida Institute of Government (FIOG) at the University of South Florida on the survey tool and implementation of the on-line survey. The survey was launched on January 20, 2020. The survey closed for submissions on February 28, 2020.

2020 Citizen Survey Executive Summary and Report

FIOG analyzed the data and published both an Executive Summary and a full 2020 Annual Citizen Survey Report. The Executive Summary provides an abbreviated overview of the major findings from each individual section of the survey. The full 2020 Annual Citizen Survey Report contains a more complete account of the survey responses accompanied by a more detailed discussion of the results. A copy of the original survey instrument is found at the end of the report in the Appendix.

Dr. Stephen Neely with FIOG will make a brief presentation during the Commission's April 6, 2020 Regular Meeting and will provide an overview of the results of the survey. He will be available to answer any questions.

Staff Recommendation

None, informational only.

Attachments

- A. Executive Summary (Available in Town Clerk's Office)
- B. 2020 Annual Citizen Survey Report (Available in Town Clerk's Office)
- C. PowerPoint Presentation (Available in Town Clerk's Office)

End of Agenda Item

M E M O R A N D U M

TO: Tom Harmer, Town Manager

FROM: Isaac Brownman, Public Works Director
Sue Smith, Finance Director

REPORT DATE: March 11, 2020

MEETING DATE: March 23, 2020

SUBJECT: Resolution 2020-07, Amending the Fiscal Year (FY) 20 Adopted Budget, In the Amount of \$60,000 from General Fund "Commission Contingency" to the Australian Pine Program Special Revenue Fund and Budget

Recommended Action

Hold Public Hearing, and pass Resolution 2020-07.

Background

At the December 4, 2017 Regular Meeting the Town Commission passed Resolution 2017-26, reinstating the Town's Australian Pine (A-Pine) Removal Program originally established via Resolution 2005-04.

The reinstatement of the program allowed for \$60,000.00 to be distributed as an incentive to qualifying property owners for the removal of trees displaying a threat to roadways, buildings, overhead and/or underground utilities. Town Staff evaluates and authorizes incentive distribution dependent on applicant qualifications and proof of existing Australian Pines with the potential to cause negative impacts. All funds are released on a first come, first served basis.

The current level of reimbursement offered is up to \$1,800 for eligible trees that may impact Gulf of Mexico Drive and up to \$1,250 for those that may impact all other roadways, habitable structures, and/or utilities.

Since reinstatement, the program has successfully released incentives to approximately twenty-one (21) qualifying applicants since FY18, thus depleting the fund to a zero balance. The program currently has outstanding qualified applicants pending removal of approved trees in the amount of \$19,172, which is currently unfunded as indicated above.

Staff requests an additional \$60,000.00 to replenish the fund and to further stimulate interest in the program as the 2020 hurricane season approaches.

Article V, Section 9 (d), of the Town Charter, requires Town Commission approval for budget amendments which require the use of Fund Balance or increases the fund budgets in total.

Resolution 2020-07 provides for the amendment of the General Fund and the A-Pine Special Revenue Fund adopted budgets by transferring \$60,000 from unappropriated

General Fund "Commission Contingency" to the A-Pine Tree Removal Assistance Line as shown below.

A-Pine Tree Removal Special Revenue Fund:

115-00-00-381.0001 IF TRANSFER / GENERAL FUND	<u>\$60,000.00</u>
TOTAL REVENUE	\$60,000.00
115-30-22-582-8212 AUSTRALIAN PINE TREE REMOVAL GRANT	<u>\$60,000.00</u>
TOTAL EXPENSES	\$60,000.00

The amount available for program distributions after this transfer is \$60,000.00.

General Fund:

001-90-22-581.0115 IF TRANSFER / AUSTRALIAN PINE	\$60,000.00
001-10-31-599.9901 COMMISSION CONTINGENCY	(\$60,000.00)

The amount remaining in Commission Contingency after this transfer is \$182,860.00.

Resolution 2020-07 is being presented at your April 6, 2020, Regular Meeting for discussion and formal action.

Staff Recommendation

Hold Public Hearing, and pass Resolution 2020-07.

Attachments

Resolution 2020-07

RESOLUTION 2020-07

A RESOLUTION OF THE TOWN OF LONGBOAT KEY, FLORIDA, AMENDING THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; TRANSFERRING UNALLOCATED FUNDS FROM GENERAL FUND “COMMISSION CONTINGENCY” TO AUSTRALIAN PINE TREE REMOVAL SPECIAL REVENUE FUND FOR THE REPLENISHMENT OF PROGRAM ASSISTANCE GRANTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission passed Resolution 2017-26, reinstating the Town’s Australian Pine (A-Pine) Removal Program originally established in 2005; and

WHEREAS, Ordinance 2017-22 provided an initial \$60,000 transfer of Contingency funds to the newly established Australian Pine Tree Removal Special Revenue Fund in FY18; and

WHEREAS, the program has released approximately \$60,000 in incentives to approximately twenty-one (21) qualifying applicants since Fiscal Year (FY) 18; and

WHEREAS, the current unappropriated balance in the A-Pine Fund is \$0.00; and

WHEREAS, the program currently has outstanding qualified applicants pending removal of approved trees in the amount of \$19,172; and

WHEREAS, the Town desires to utilize Commission Contingency to increase the budget of the Australian Pine Tree Removal Program by \$60,000.00; and,

WHEREAS, the amount available for program distributions after this transfer is \$60,000.00; and

WHEREAS, the amount remaining in Commission Contingency after this transfer is \$182,860.00; and

WHEREAS, the legal level of budgetary control (i.e., the level at which expenditures may not legally exceed the appropriations), pursuant to Town Charter is at the Department level; and,

WHEREAS, budget transfers which change the total original budget or require the use of unappropriated fund balance, amend the original budget, requiring Town Commission approval; and,

WHEREAS, the Finance Director certifies that there are available and unallocated funds in the Fiscal Year (FY) 2019-2020 budget in the Commission Contingency account; and,

WHEREAS, Article V, Section 9 of the Town Charter provides for such action.

NOW, THEREFORE, be it resolved by the Town Commission of the Town of Longboat Key, Florida, that:

SECTION 1. The above Whereas clauses are true and correct and are hereby ratified, confirmed and fully incorporated by reference.

SECTION 2. The Australian Pine Removal Program Special Revenue Fund Budget of the Town of Longboat Key for the fiscal year beginning October 1, 2019, and ending September 30, 2020, as adopted pursuant to Resolution 2019-09, is hereby amended in the amount of Sixty Thousand Dollars and 00/100 (\$60,000.00) as shown below:

115-00-00-381.0001 IF TRANSFER/GENERAL FUND	<u>\$60,000</u>
TOTAL REVENUE	\$60,000
115-30-22-582-8212 AUSTRALIAN PINE TREE REMOVAL GRANT	<u>\$60,000</u>
TOTAL EXPENSES	\$60,000

SECTION 3. The General Fund Budget of the Town of Longboat Key for the fiscal year beginning October 1, 2019, and ending September 30, 2020, as adopted pursuant to Resolution 2019-09, is hereby amended to transfer Sixty Thousand Dollars and 00/100 (\$60,000.00) from Commission Contingency to the Australian Pine Fund as shown below:

001-90-22-581.0115 IF TRANSFER/AUSTRALIAN PINE	\$60,000
001-10-31-599.9901 COMMISSION CONTINGENCY	(\$60,000)

SECTION 4. If any section, subsection, sentence, clause, or provision of this Resolution is held invalid, the remainder of the Resolution shall not be affected.

SECTION 5. This Resolution shall become effective immediately upon adoption.

Adopted at a meeting of the Town Commission of Longboat Key, Florida the _____ day of _____, 2020.

Kenneth Schneier, Mayor

ATTEST:

Trish Shinkle, Town Clerk

End of Agenda Item

MINUTES
LONGBOAT KEY TOWN COMMISSION
JOINT MEETING WITH SARASOTA COUNTY COMMISSION
FEBRUARY 26, 2020
SARASOTA COUNTY ADMINISTRATIVE CENTER
THIRD FLOOR – THINK TANK
1660 RINGLING BOULEVARD, SARASOTA, FLORIDA

Town of Longboat Key

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

Not Present: Commissioner Irwin Pastor

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

Manatee County Commission

Present: Chair Michael A. Moran, Vice Chair Alan Maio, Commissioners Christian Ziegler, Nancy C. Detert

Not Present: Commissioner Charles D. Hines

Also Present: County Deputy Administrator Steve Botelho, Sarasota County Deputy Clerks Katrina Johnson and Lorraine Sousa

Call to Order and Pledge of Allegiance

Sarasota County Commission Chair Moran called the Joint Meeting to order at 1:30 p.m. Commissioner Ziegler led the Pledge of Allegiance. Individual introductions followed.

1. Joint Discussion Items

A. Longboat Key Outdoor Venue/Town Center Update

Following comments by Longboat Key Town Manager Tom Harmer, Public Works Department Director Isaac Brownman provided a PowerPoint presentation.

B. Sarasota County Libraries and Historical Resources overview

Following comments by Sarasota County Deputy Administrator Steve Botelho, Director of Libraries and Historical Resources Renee Di Pilato provided a PowerPoint presentation. Discussion ensued on the following topics/issues:

- waiving late return fees
- tracking returned books
- expanding library services to Longboat Key
- permanent library facility on Longboat Key
- drop off box for library books at Longboat Key Town Hall.

C. Library Services for Town of Longboat Key

Following comments by Town Manager Tom Harmer, Support Services Director Carolyn Brown provided a PowerPoint presentation. Discussion ensued on the following topics/issues:

- county library branch transitioning into the Longboat Library, Inc. location
- “friends group” at Longboat Key location
- pick up/drop off location at Longboat Key Town Hall
- Longboat Key library location for Sarasota County users only.

1. Joint Discussion Items - Continued

D. Longboat Key Beach Management Plan and Related Referendum on March Ballot

Following comments by Town Manager Tom Harmer, Public Works Director Isaac Brownman provided a PowerPoint presentation.

E. Longboat Key Barrier Island Traffic Study Priorities

Following comments by Longboat Key Town Manager Tom Harmer and Public Works Director Isaac Brownman, discussions were held on the following topics/issues:

- coordinating transit services between Manatee County and Sarasota County
- Gulfstream/US 41 roundabout construction
- traffic issues on North and South ends of Longboat Key
- Broadway roundabout traffic issues
- Barrier Island Traffic Study (BITS) recommendations
- pedestrian mobility issues
- emergency services.

F. 2020 Legislative Session Update

Sarasota County Government Relations Director Rob Lewis provided a PowerPoint presentation. Discussions ensued on the following issues/topics:

- Sarasota County appropriation requests (water and sewer, beach renourishment, New College of Florida)
- potential joint meeting with City of Sarasota, Town of Longboat Key, and Sarasota County.

2. Public to be Heard

No items were presented.

3. Other Business

A. Government

Sarasota County Commissioner Ziegler thanked Longboat Key Commission for their partnership with Sarasota County.

B. Tourist Development Tax

Longboat Key Commissioner Schneier commented on the Mote Marine project and expected TDT (Tourist Development Tax) growth issues. Discussion ensued on Visit Sarasota's budget.

4. Adjournment

Following comments, Sarasota County Chair Moran adjourned the February 26, 2020, Joint Meeting at 3:41 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.

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR MEETING
MARCH 2, 2020**

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 March 2, 2020, Regular Meeting to order in the Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida at 1:00 p.m. Commissioner Daly 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. Public Works

Ms. Madelyn Spoll, Harbourside Drive, commented on two events held on Longboat Key over the past weekend and supported improvements to the Town Center property to provide a venue for future performances.

B. Public Works/Utilities

Ms. Corinne Silver Ragheb, Bayside Drive, deferred her comments.

B. Public Works/Utilities

Mr. Samir Ragheb, Bayside Drive, commented on his water bill advising that his water had been disconnected for non-payment of bill.

Town Manager Tom Harmer noted that Staff is working on the issue and noted that the Town Code sets the parameters to disconnect water service. Upon inquiry, Mr. Harmer noted the Town is trying to resolve the issue and advised the meter is currently being tested.

Approval of Minutes

2. January 21, 2020, Regular Workshop Meeting; February 3, 2020, Regular Meeting; and February 18, 2020, Regular Workshop Meeting Minutes

There was consensus to approve the minutes as submitted.

Committee Reports

3. Manatee County Special Liaison Report

No items were presented.

4. Sarasota County Special Liaison Report

No items were presented.

5. Other Reports – Recognition of Citizen's Academy Participants

Town Manager Tom Harmer commented on the completion of the Citizens' Academy and reviewed the items covered. The following Citizens' Academy participants commented on the program:

5. Other Reports – Recognition of Citizen's Academy Participants - Continued

- Ms. Laurel Phillips, Norton Street
- Mr. Gary Coffin, Ketch Lane
- Ms. Penny Gold, Gulf of Mexico Drive
- Mr. Jay Plager, Putter Lane.

Town Manager Harmer commented on the program and commended Staff for their efforts.

Commissioner Schneier noted attendance at six of the classes and commented on the efficiency of the program.

6. Proclamation – Flood Awareness Week - March 9-15, 2020

Town Manager Tom Harmer read and presented the Flood Awareness Week proclamation to Public Works Project Manager James Linkogle. Mr. Linkogle introduced Planning, Zoning, and Building Department Plans Examiner Patti Fige and commented on the Flood Awareness Week.

Consent Agenda

The purpose of the Consent Agenda is to expedite those items on an agenda that appear to be of a routine nature. Any item on the Consent Agenda can be removed from the Consent Agenda and placed on the Regular Agenda by any member of the Town Commission without having to make a motion, receive a second, or submit to 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 is a vote of confirmation to the action noted in each item.

7. Resolution 2020-03, Resolution Providing for Joint Meeting with Manatee County
Each year the Town Commission meets jointly with the Manatee County Board of County Commissioners. This year the meeting is scheduled for March 26, 2020 at 1:30 PM at the Bradenton Area Convention Center, One Haben Boulevard, Longboat Key Room, Palmetto, Florida. Resolution 2020-03, provides authority for this meeting to be held, and amends Resolution 2019-20 for a location change at the request of Manatee County. Recommended Action: Pass Resolution 2020-03.

8. Resolution 2020-04, Resolution Providing for Joint Meeting with City of Sarasota
Each year the Town Commission meets jointly with the City of Sarasota Commissioner. This year the meeting is scheduled for June 11, 2020 at 5:00 PM at the City of Sarasota City Hall, SRQ Media Room, 1565 First Street, Sarasota FL. Resolution 2020-04, provides authority for this meeting to be held, and amends Resolution 2019-21 for location and time change as requested by the City of Sarasota. Recommended Action: Pass Resolution 2020-04.

9. Request for Authorization to Execute Grant Agreement with the Florida Department of Emergency Management (FDEM) for the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program
Town staff applied for and was awarded a Grant for \$697,980 from FEMA for storm hardening of Town Hall. FEMA is the Grant funding source, with FDEM serving as the pass-through entity and Grant Manager. The Town is required to execute the Grant Agreement with FDEM to receive the funds. Recommended Action: Authorize the Town Manager to execute the Grant Agreement with FDEM.

Consent Agenda - Continued

10. Resolution 2020-05, Authorization to Execute Florida Department of Transportation (FDOT) Agreement BE922 for Gulf of Mexico Drive Right-of-Way Mowing and Litter Collection

Gulf of Mexico Drive right-of-way enhanced maintenance, including mowing and litter removal, is funded in part through an agreement between the Town and FDOT. The current agreement BE310 expires April 14, 2020. Agreement BE922 continues services, and funding, for a period of three years through April 2023. Resolution 2020-05, provides for Commission approval of the FDOT Maintenance Agreement, and authorization for the Town Manager to execute the agreement on behalf of the Town. Recommended Action: Pass Resolution 2020-05.

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

Ordinances – First Reading and Public Hearing

11. *Ordinance 2020-03, Amending Chapter 158, Zoning Code, Restaurant Parking Requirements*

At their October 1, 2019, Regular Meeting the Town Commission directed staff to evaluate the Zoning Code's restaurant parking requirements. Public discussions regarding restaurant parking requirements were held at the Planning & Zoning (P&Z) Board's Regular Meetings on December 17, 2019, and January 23, 2020. Staff direction was to modify Zoning Code language to provide parking requirements based on a square foot ratio rather than on the number of customer seats. A public hearing of Ordinance 2020-03 was held at the P&Z Board Regular Meeting on February 19, 2020, and forwarded it to the Town Commission for first reading and public hearing at their March 2, 2020, Regular Meeting. Recommended Action: Forward Ordinance 2020-03 to the April 6, 2020, Regular Meeting for second reading and public hearing.

Town Clerk Trish Shinkle placed Ordinance 2020-03 on record by title only.

Commissioner Daly moved to pass Ordinance 2020-03 on first reading and to forward to the April 6, 2020, 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 Senior Planner Maika Arnold gave a PowerPoint presentation on Ordinance 2020-03. Discussions were held with Ms. Arnold and Town Attorney Maggie Mooney on the following topics/issues:

- 4 seats versus 150 square feet
- comparison of existing versus proposed Code
- consideration by the P&Z Board
- comparison of parking regulations of various jurisdictions
- accounting for full service inclusive of employees and patrons
- impacts to future restaurant

11. Ordinance 2020-03, Amending Chapter 158, Zoning Code, Restaurant Parking Requirements - Continued

- creating non-conforming uses
- impact on future redevelopment of an existing restaurant (new versus current Code)
- consideration of reservation system in formula
- P&Z Board determination.

P&Z Board Chair B.J. Bishop commented on the consideration of the ordinance by the P&Z Board. Ms. Bishop responded to inquiry on consideration of utilizing a lesser square footage to determine seating requirements and inclusion of the P&Z Board minutes in the agenda packet.

Town Attorney Mooney commented on the impacts for “modernization” of existing restaurants, prior approval of the St. Regis development, and future development of the Key Club and other restaurants.

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

The motion to pass Ordinance 2020-03 and to forward to the April 6, 2020, Regular Meeting carried by a 6-1 roll call vote, as follows: Daly, aye; Pastor, aye; Schneier, aye; Clair, aye; Spoll, aye; Haycock, aye; Zunz, no.

RECESS: 2:30 p.m. - 2:40 p.m.

12. Ordinance 2020-04, Amending Chapter 158.095, Zoning Code, Accessory Use or Structure, Swimming Pools

Regulation of new swimming pools is one of the items identified by the staff and the Town Commission for follow-up after the adoption of the updated Zoning Code on April 1, 2019. At the P&Z Board’s September 17, 2019, Regular Meeting staff was directed to develop language to simplify, rather than modify, the Swimming Pool Section of the Zoning Code to enhance ease of use. A public hearing of Ordinance 2020-04 was held at the P&Z Board February 19, 2020, Regular Meeting and was forwarded to the Town Commission for first reading and public hearing at their March 2, 2020, Regular Meeting. Recommended Action: Forward Ordinance 2020-04 to the April 6, 2020, Regular Meeting for second reading and public hearing.

Town Clerk Trish Shinkle placed Ordinance 2020-04 on record by title only.

Commissioner Schneier moved to pass Ordinance 2020-04 on first reading and to forward to the April 6, 2020, Regular Meeting for second reading and public hearing. The motion was seconded by Commissioner Haycock.

Mayor Spoll opened the public hearing.

Following comments by Town Manager Tom Harmer, Planning, Zoning, and Building Department Planner Tate Taylor gave a PowerPoint presentation on Ordinance 2020-04. Discussions were held on the following topics/issues:

- 15-foot set-back and determination of adequate distance from a sea wall
- determination of allowed encroachment.

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

12. Ordinance 2020-04, Amending Chapter 158.095, Zoning Code, Accessory Use or Structure, Swimming Pools - Continued

Subsequent to discussion on clarification of the required setback, Commissioner Schneier amended his motion to include direction to staff to clarify the required setback versus allowed encroachment. The amendment was accepted by Commissioner Haycock.

The motion to pass Ordinance 2020-04, as amended, and to forward to the April 6, 2020, Regular Meeting carried by a 7-0 roll call vote, as follows: Schneier, aye; Haycock, aye; Daly, aye; Clair, aye; Pastor, aye; Zunz, aye; Spoll, aye.

New Business

13. Manatee County Resolution R-19-053, Request from Manatee County to Authorize and Execute an Interlocal Agreement to Terminate The Accord

On May 6, 2002, the Town Commission authorized entering the Manatee County Interlocal Agreement also known as "The Accord" relating to annexations and growth. The Town has now received a request to now terminate "The Accord." At the request of representatives of the cities of Bradenton and Palmetto, Resolution R-19-053 was adopted, approving the form of an Interlocal Agreement to Terminate "The Accord" (Exhibit A). The Town Commission, and all other parties to "The Accord," are being asked to approve the Agreement, and authorize the Mayor to execute the document. Recommended Action: Approve Interlocal Agreement to Terminate "The Accord" and authorize the Mayor to execute document.

Town Attorney Maggie Mooney provided an overview of The Accord and reviewed Manatee County's request to terminate the agreement.

Town Manager Tom Harmer commented on the Manatee County Council of Government meetings and noted Staff would pursue discussions with Manatee County for regional coordination/notification.

Commissioner Haycock moved to approve the Interlocal Agreement to terminate "The Accord" and to authorize the Mayor to execute the document. The motion, seconded by Commissioner Schneier carried by a 7-0 roll call vote, as follows: Haycock, aye; Schneier, aye; Spoll, aye; Zunz, aye; Pastor, aye; Clair, aye; Daly, aye.

Town Commission Comments

A. Public Works

Upon inquiry, Town Manager Tom Harmer commented on discussions with the City of Sarasota and the Florida Department of Transportation (FDOT) relating to traffic issues.

Following individual comments, there was consensus to pursue placement of a discussion on the Sarasota City Commission agenda relating to traffic.

Commissioner Schneier inquired and Town Attorney Maggie Mooney advised that Special Counsel would be required and noted the Town would have to comply with the process outlined in Florida Statutes prior to filing a suit against another government agency. Discussion ensued on the following topics/issues:

- ascertain if a Consultant would be willing to support their findings in court
- options to engage Sarasota City Commissioners individually
- consideration to contact Governor's Office

Town Commission Comments - Continued

A. Public Works - Continued

- FDOT's funding of roundabout.

Ms. B.J. Bishop, Buttonwood Drive, suggested that Sarasota City residents/taxpayers be engaged to participate in the discussions with the City of Sarasota.

Town Attorney Comments

No items were presented.

Town Manager Comments

A. Planning, Zoning, and Building/Public Works/Town Commission

Town Manager Tom Harmer noted/discussed the following items:

- turn-around time for inclusion of the Planning & Zoning Board's minutes in agenda material
- charrette scheduled for March 11, 2020, for the Town Center public outreach (9:00 a.m. at Temple Beth Israel, 567 Bay Isles Road)
- St. Armands pedestrian monitors to start March 13, 2020
- code book update
- water restored (See Item 1B earlier this meeting)
- coronavirus patient confirmed at Doctor's Hospital/staff coordination
- Town Commission meeting schedule
 - March 23, 2020 - Statutory Meeting at 9 a.m.
 - March 23, 2020 - Meet and Greet at 10:30 a.m.
 - March 23, 2020 - Special Meeting at 1:00 p.m.
 - March 26, 2020 - Joint Meeting with Manatee County Commission at 1:30 p.m.
- inclusion of survey cards from Open House will be included in charrette on March 11, 2020.

B. Organizations

Town Manager Tom Harmer noted the Manatee County Council of Governments meeting was scheduled for March 3, 2020, and inquired as to Commission availability. Following comments, Town Manager Harmer advised he would notify Manatee County of the Commission action taken relating to "The Accord" agreement.

Adjournment

Mayor Spoll adjourned the March 2, 2020, Regular Meeting at 3:48 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.

End of Agenda Item

M E M O R A N D U M

TO: Tom Harmer, Town Manager
FROM: James Linkogle, Public Works Project Manager
THROUGH: Isaac Brownman, Public Works Director
REPORT DATE: March 12, 2020
MEETING DATE: April 6, 2020
SUBJECT: Community Rating System Update

Recommended Action

None, informational only.

Background

The Town of Longboat Key has participated in the regulatory phase of the National Flood Insurance program since July 30, 1971.

The National Flood Insurance Program (NFIP) managed by the Federal Emergency Management Agency (FEMA), provides federally backed flood insurance that encourages communities to enact floodplain management regulations. To be covered by a federally backed flood insurance policy, a property must be in a community that participates in the NFIP.

The primary objective of the Community Rating System (CRS) program is to help citizens prevent or reduce flood losses. The NFIP utilizes the CRS, as an incentive for communities to do more than just regulate construction of new buildings to minimum national standards. Under CRS, flood insurance premiums are adjusted (i.e. lowered) to reflect community activities that reduce the potential for flood damage to existing buildings, manage development, protect new buildings beyond the minimum NFIP protection level, help insurance agents obtain flood data, and help citizens understand the associated risks and obtain flood insurance. This program is managed by the Insurance Service Office (ISO) under contract with FEMA.

Communities are rated through a CRS Series of Activities schedule and process. The credits and formula used to calculate these credits are included in the CRS Coordinators Manual. The CRS Manual describes the management activities that receive credit and the documentation required. The credited activities are divided into four main categories to obtain a final score for classification.

The four main categories are;

- Public Information Series 300
- Mapping and Regulation Series 400
- Flood Damage Reduction Series 500
- Flood Warning and Response Series 600

Based on the community CRS credited score, a community is placed in a CRS Class. There are ten CRS Classes for Communities. Class 1 requires the most credit points

and gives the greatest premium reduction; Class 10 receives no premium reduction. The following presents the CRS Classes and associated percent of discount to premiums;

CRS Class and NFIP Insurance Premium Discount (based on scoring range);

- 1 = 45% Discount 4500 +
- 2 = 40% Discount 4000-4999
- 3 = 35% Discount 3500-3999
- 4 = 30% Discount 3000-3499
- 5 = 25% Discount 2500-2999
- 6 = 20% Discount 2000-2499
- 7 = 15% Discount 1500-1999
- 8 = 10% Discount 1000-1499
- 9 = 5% Discount 500-999
- 10 = 0% Discount 0-499

Each year a community must recertify or verify that it is continuing to perform the activities that are being credited by CRS. Additionally, a Cycle Verification visit is conducted every 3rd to 5th year depending on current classification, 1-5 every 3 years, 6-10 every 5 years.

The Town entered the CRS program in October 1991 and began receiving insurance discounts as a Class 9 Community. The Town has been upgraded three times during the Town's history in the program.

Staff completed the process of the last 5-Year CRS Verification Visit by ISO and received the results of the Verification Visit on November 23, 2015, with an upgrade from Class 6 to a Class 5 Community based on the then effective CRS Coordinators Manual of 2014. The final score under that review was 2550 points. Effective May 1, 2016, this Classification provided for a total 25% discount to all applicable NFIP flood insurance policy holders to current date.

Current Status

The Town recently completed the 3rd year Cycle Verification (required as a Class 5), in June of 2019. The Town of Longboat Key score was 2106 points, a one class retrograde to a Class 6. The reduced scoring was based on the 2017 CRS Coordinators Manual, and reductions were primarily due to revisions in two activity scoring opportunities; Activity 450 Stormwater Management and Activity 540 Drainage System Maintenance.

- Activity 450 Stormwater Management

Town Code Chapter 158, for development, adopts the Southwest Florida Water Management District (SWFWMD) standards for stormwater runoff from development sites. However, the new CRS Manual scoring for stormwater management is driven by application of 25-year pre-post requirements at the individual lot level and also the existence of a Watershed Management Plan. Therefore, the Town does not meet these specific CRS requirements. This results in a 100 point deduction in this activity not being credited. - *Previous 2015 Score 156, new score 56*

individual lot level and also the existence of a Watershed Management Plan. Therefore, the Town does not meet these specific CRS requirements. This results in a 100 point deduction in this activity not being credited. - *Previous 2015 Score 156, new score 56*

- Activity 540 Drainage Maintenance

The revised CRS Manual and Insurance Service Office policy regulating the program, will only provide Drainage Maintenance credits for communities that have Natural Streams or Channels that are identified on nationwide published United States Geological Service Blue-line Watercourse maps. In regards to Coastal Barrier Islands without rivers or streams many communities are not receiving these maintenance credits. - *Previous 2015 score 310, new score 0*

Town staff appealed these score results based upon previously awarded 2015 Cycle Verification Class 5 upgrade scoring to no avail, other than delaying the impact of the 5% decrease in discounts by six months.

This scoring result has been submitted to FEMA by ISO as a 1 class retrograde to a Class 6, effective May 1, 2020. The FEMA NFIP Insurance Agent's manual for the May 1, 2020 effective date will show our community as a CRS class 6 with available NFIP insurance discounts of 20%.

Nevertheless, as a Class 6 Community, Town residents with NFIP insurance will still receive an average discount of \$208 per policy, (9,908 policies in force), for a combined annual total community savings of \$2,056,792.

Floodplain Management Plan

A Floodplain Management Plan update will be brought to the Town Commission later this year for adoption by resolution. A floodplain management planning committee is being formed to facilitate this process.

Recommended Action

None, informational only.

End of Agenda Item

M E M O R A N D U M

TO: Tom Harmer, Town Manager
FROM: Isaac Brownman, Public Works Director
REPORT DATE: March 27, 2019
MEETING DATE: April 6, 2020
SUBJECT: Resolution 2020-08, Annual Beach Funding Resolution

Recommended Action

Pass Resolution 2020-08.

Background

The State of Florida Beach Management Funding Assistance Program has been a recurring source of funding for the Town's beach nourishment projects. Each year the Town Commission passes a Beach Funding Resolution to accompany its Local Government Funding Request application for State grants.

The Town submits an annual cost-share funding request for this program in June. Each funding request requires a resolution from the local agency in support of, and confirming, the Town's ability to fund each project.

Resolution 2019-04 is our general resolution for cost sharing funds for work the Town may undertake in the future relative to design, permitting and construction, of sand placement projects as well as other structures. Typically, the eligible portions of the project costs are reimbursed by the State on a 26.94% basis based on Legislative appropriated funds.

Resolution 2020-08 is placed on the April 6, 2020 Regular Meeting Consent Agenda for Town Commission review and approval.

Staff Recommendation

Pass Resolution 2020-08.

Attachments

Resolution 2020-08 (Available in Town Clerk's Office)

End of Agenda Item

M E M O R A N D U M

TO: Tom Harmer, Town Manager

FROM: Trish Shinkle, Town Clerk

REPORT DATE: March 10, 2020

MEETING DATE: April 6, 2020

SUBJECT Commissioner Appointments to Committees Named in Town Code and to Outside Agencies

Recommended Action

Appoint Commissioners to Committees Named in the Town Code and to outside agencies.

Background

Pursuant to Resolution 2018-07, each year, the Town Commission considers appointments of Commissioners to committees named in the Town Code or as required by outside agencies. Attached is a list of the 2019 appointments and a brief overview of the functions of the outside agencies.

Recommendation

Appoint Commissioners to Committees Named in the Town Code and to outside agencies.

Attachments

2019 Committee Appointments (available in the Town Clerk's Office)

Agency Functions (available in the Town Clerk's Office)

End of Agenda Item

M E M O R A N D U M

TO: Tom Harmer, Town Manager
FROM: Trish Shinkle, Town Clerk
REPORT DATE: February 28, 2020
MEETING DATE: April 6, 2020
SUBJECT: Appointments to the Planning & Zoning Board

Recommended Action

Appoint members to the Planning & Zoning Board.

Background

Due to a term expiration and a vacancy on the Planning & Zoning Board, the Commission was scheduled to hold several individual Meet and Greets starting at 10:30 a.m. on Monday, March 23, 2020, providing an opportunity to meet the applicants who have applied for the seats. Because of the current Florida Surgeon General's Public Health Advisory due to Covid-19, those meetings were canceled. The formal appointments to the Board will be considered at the April 6, 2020 Regular Meeting.

The seats were advertised in both the Longboat Observer and the Longboat Key News. The Planning & Zoning Board has two seats open following a vacancy and a seat seeking reappointment. The following individuals submitted applications for consideration:

- Mr. Gary Coffin, District 1
- Mr. Gary Ehlers, District 2, previously served on Code Enforcement Board
- Mr. David Green, District 5, seeking reappointment
- Mr. Aaron Kleiner, District 4, currently serves on Zoning Board of Adjustment
- Ms. Maryl Levine, District 2
- Ms. Margaret Nuzzo, District 2
- Mr. S. Jay Plager (Jay), District 1
- Mr. Jack Wilson, District 4, previously served on Code Enforcement Board and currently serves as representative for MPOCAC

Staff Recommendation

Appoint members to the Planning & Zoning Board.

Attachments

- A. Member Roster (on file in the Town Clerk's Office)
- B. Volunteer Applications (on file in the Town Clerk's Office)

End of Agenda Item

M E M O R A N D U M

TO: Town Commission
FROM: Tom Harmer, Town Manager
REPORT DATE: March 31, 2020
MEETING DATE: April 6, 2020
SUBJECT: Florida Department of Transportation (FDOT) Gulfstream & US 41 Roundabout Update

Recommended Action

Provide direction.

Background

On March 19, 2020, Mayor Spoll and I participated in a call with the City of Sarasota Mayor, the City Manager, the FDOT District Secretary, his staff, and consultants. The conversation was focused on the planned roundabout at US41 and Gulfstream. The District Secretary of the FDOT indicated that this is a City project that the FDOT supports, and regardless of whether or not it is a roundabout or signalized intersection they will maintain it, and operate it as efficiently as possible. At this point they stated they are moving ahead with the project, and finalizing a Maintenance of Traffic (MOT) Plan during construction.

The City confirmed that they have cancelled their April 6, 2020 Commission Meeting. That was the meeting that originally included a public discussion item on Transportation. Due to the COVID-19 event that meeting and/or discussion has not yet been rescheduled.

The FDOT reviewed their MOT plans with both the City and the Town. They indicated that their current MOT plan reflects a 550-day work schedule. The 550 days includes approximately 100 days of work that would not impact traffic and had originally planned a June award of the construction contract.

On the call they advised they are delaying the construction contract award to September. Their revised plan/schedule will not have any lane closure impacts until post season of 2021 (April). They also committed that no construction related activity that impacts lane closures would occur until all construction is completed for the 14th Street, 10th Street, and Fruitville roundabouts.

The District Secretary indicated that he challenged his staff and consultants to come up with creative alternatives to the MOT Plan factoring in two main goals.

1. Minimize lane closure during season and;
2. Reduce the construction timeframe.

They have identified a concept that they presented to the City and the Town with a request for expedited feedback. Their engineers are still verifying the schedule but believe they could reduce construction time by approximately 100 days. The concept would create a continuous loop for traffic ingress and egress from the barrier islands during the construction phase. They believe this concept would function as well, if not better, than the current triple left intersection during the construction period. There are some considerations from the

City's perspective. It would restrict and/or close some movement at Palm and Main Street, eliminate a number of parking spaces at the Marina, and restrict left turn movement at the Golden Gate intersection. The City brought up the idea of a temporary pedestrian walk over in the area of Main Street as a way to assist pedestrians during construction and also gauge the effectiveness of a cross over for the longer term.

The FDOT has asked the City of Sarasota staff to review the concept and provide feedback within the next couple of weeks. They also sent a copy of the concept for the Town to review that I forwarded previously to the Town Commission.

The District Secretary has also asked that his staff verify schedule options for both a daytime construction approach, and a 24/7 construction approach.

The Town made the City and FDOT aware of the Commission's discussion and direction at their last meeting to pursue delay and reconsideration of the roundabout, and that the Town Attorney has been directed to identify outside counsel for possible legal action.

We have placed this item on the April 6, 2020 Regular Meeting agenda to update the Commission on the proposed changes to their MOT plan for the project, as well as to discuss and seek further direction regarding the potential of engaging outside legal counsel.

Staff Recommendation

Provide direction.

Attachment

- A. Town Attorney Staff Report (Available in Town Clerk's Office)
- B. PowerPoint Presentation (Available in Town Clerk's Office)

End of Agenda Item