

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
VIRTUAL REGULAR WORKSHOP  
OCTOBER 19, 2020**

**Present:** Mayor Ken Schneier, Commissioners George Spoll and Ed Zunz

**Participating by**

**Remote Access:** Vice Mayor Mike Haycock, Commissioners B.J. Bishop, Jack Daly, Sherry Dominick

**Also Present:** Town Manager Tom Harmer, Town Clerk Trish Shinkle, Information Technology Director Jason Keen

**Also Participating by**

**Remote Access:** Town Attorney Maggie Mooney

**1. Call to Order**

**Mayor Schneier called the Virtual Regular Workshop to order at 1:00 p.m. in the Town Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida, with limited Staff members present.**

Mayor Schneier noted Executive Order No. 20-246 providing for the continuation of holding remote meetings utilizing Communications Media Technology (CMT) until October 31, 2020.

**2. Roll Call**

Town Clerk Trish Shinkle called roll for attendance by remote participation with all Commissioners present.

**3. Pledge of Allegiance**

**4. Pledge of Public Conduct**

Mayor Schneier led the Pledge of Allegiance, noted the Town's Civility Policy, and read the Pledge of Public Conduct.

**5. Approval of Virtual Meeting Protocols and Process**

Town Manager Tom Harmer reviewed the procedures and the protocols for the virtual meeting.

**There was consensus to approve the procedures and protocols as stated.**

**6. Public to be Heard**

\*Virtual public participation instructions were provided as an attachment to the meeting agenda.

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

No items were presented.

B. All other agenda items except public hearings.

No items were presented.

**7. Reports & Presentations**

A. Committee Reports

No items were presented.

**B. Recognition of Longboat Key Police Chief Pete Cumming**

Town Manager Tom Harmer commented on the services provided by the Longboat Key Police Department and noted his first meeting with Police Chief Pete Cumming. Town Manager Harmer commended Chief Cumming for his service to the Town and the State of Florida for over 40 years of service and noted a plaque was being presented to Chief Cumming.

Individual Commissioner comments followed commending and thanking Chief Cumming for his service to the Town and the State of Florida.

Chief Cumming commented on his service to the Town and thanked the Commission and Town staff for their support during his employment.

**C. COVID-19 Update**

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

Town Manager Tom Harmer gave a PowerPoint presentation updating the Commission on the Town's response to the pandemic, reviewed current State statistics, noted the current positive cases on Longboat Key and surrounding areas in Sarasota and Manatee Counties, and discussed the November meeting process. Discussions were held on the following topics/issues:

- State's refusal to monitor seasonal residency and visitors expected during season
- discussions held with State Health officials
- options to coordinate with Homeowner and Condominium Associations on enforcing rules/reconnect and encourage assistance in collecting information
- beach accesses/minimal response to issues required.

**8. Discussion Items**

**A. Discussion of Longboat Key Property Tax Base Review and Economic Analysis**

Following receipt of final certified assessed property values by both County Property Appraiser's Offices, Town staff noted decreased values in Sarasota County, and increased values in Manatee County. An expert in both economics and real estate, JTA, LLC, President John Tuccillo, was engaged to conduct a Longboat Key Property Tax Base Review and Economic Analysis. That report will be discussed by Mr. Tuccillo at the October 19, 2020, Regular Workshop Meeting. Recommended Action: None, informational only.

Following comments by Town Manager Tom Harmer, Mr. Tuccillo provided an overview of his market analysis relating to property values on Longboat Key. Discussions were held on the following topics/issues:

- current market trends/reversal of actions since reopening under the COVID-19 orders
- current condition of older properties/options to assist aging properties
- providing transparency/additional data to the Property Appraiser's office that may support property values
- communication to larger condominium associations and homeowners' associations (HOA) to consider establishment of reserves for upgrading their properties
- lack of authority to regulate or require reserves
- options to hold public workshops or meetings to provide information on budgeting/assessment options to fund future improvements/renovations of property

- Federation Leadership Meeting topics
- long range planning options for condominium associations/HOA's
- off-island traffic impacts
- amenities provided/services lacking on island
- options to encourage more full time or longer term residency
- anticipated development of the Town Center/amenities to be considered
- current zoning restrictions on Longboat Key/zoning advantages and disadvantages
- improved communications between the Finance Department and the Planning, Zoning, and Building Department
- past efforts in the development of the Town Center
- options to ensure integrity of the property assessments/improved communication with Property Appraisers' offices.

Mayor Schneier thanked Mr. Tuccillo on his report, opinions, and participation in the Commission meeting.

#### B. Metropolitan Planning Organization (MPO) Long Range Transportation Plan & Funding Update

The MPO has updated their 25-year Long Range Transportation Plan (required every 5 years) and the associated Cost Feasible Plan element. Town staff will provide an overview of the Plan, including those projects that will benefit and/or impact the Town of Longboat Key, and discuss the upcoming MPO Virtual Safety Policy Panel Meeting in November. Recommended Action: None, informational only.

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

- MPO Board composition/number of representatives for various municipalities/counties
- necessity to keep focus on barrier islands
- option for bus by-pass lane (Sarasota)
- impact of bus by-pass lane on bicycle/pedestrian traffic
- bicycle destinations to Longboat Key
- strategy to develop long-range plan on the Complete Street Plan for Longboat Key
- Florida Department of Transportation/MPO interaction
- lack of the Country Club Shores turn-lane plan in the MPO Plan
- future of public transit on Longboat Key
- the differences in the proposed plans of SCAT and MCAT
- option for a "mobility on demand" service
- need for a unified plan between the Counties
- language for correspondence to the Sarasota County Commission.

#### C. Utilities Undergrounding Project Update

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

Following comments by Town Manager Tom Harmer, Public Works Project Manager James Linkogle and CDM Smith Representative Mark Porter gave a PowerPoint presentation and

update on the Utilities Undergrounding Project and budget. Upon inquiry, Mr. Linkogle commented on the anticipated time for the first switch over on the system.

**9. Town Commission Comments**

No items were presented.

**10. Town Attorney Comments**

No items were presented.

**11. Town Manager Comments**

A. Elections

Town Manager Tom Harmer noted that information relating to early voting had been provided on the Town's website advising of the closest locations for Longboat Key voters.

B. School Board

Town Manager Tom Harmer advised that the Sarasota County School Board has scheduled the annual Convocation of Governments meeting relating to school facility planning on January 15, 2021, and requested input from the Commissioners on items to be placed on the agenda.

C. Public Works

Town Manager Tom Harmer noted he and Public Works Director Isaac Brownman had met with a representative of the Longboat Key Historical Society (LBKHS) relating to the historic cottage located in the Village. Town Manager Harmer advised that the LBKHS requested consideration to place the smaller cottage on Town property and reviewed the discussions held.

**There was consensus for Staff to proceed with discussions with the LBKHS regarding relocation of the smaller historic cottage on the Town Center property.**

Discussions were held on the following topics/issues:

- status of second "L" shaped building (LBKHS working with another group on building)
- required approvals for use in another area
- compatibility/overall look of Town Center
- option to consult with Hoyt Architects relating to a proposed location/location option
- preliminary layout/stake out possible location for Commission review
- LBKHS ability to maintain facility
- insurance requirements/possible impacts on cost of Town insurance rates.

Town Manager Harmer advised that he would report back in November.

**12. Adjournment:**

**Mayor Schneier adjourned the October 19, 2020, Regular Workshop at 3:25 p.m.**



Trish Shinkle, Town Clerk



Kenneth Schneier, Mayor

Minutes Approved: 12/7/2020

