

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP (IN-PERSON/VIRTUAL)
FEBRUARY 16, 2021**

Present: Mayor Ken Schneier, Vice Mayor Mike Haycock, Commissioners Jack Daly and Ed Zunz

Participating by

Remote Access: Commissioners B.J. Bishop, Sherry Dominick, George Spoll

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 February 16, 2021, Regular (hybrid) 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.

2. Roll Call

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

3. Pledge of Allegiance

Mayor Schneier led the Pledge of Allegiance.

4. Pledge of Public Conduct

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

5. Statement of Hybrid Meeting Protocols

Town Manager Tom Harmer reviewed the hybrid meeting protocols.

6. Public to be Heard

A. Public Works

Mr. Michael Drake, Longboat Drive South, provided an update on the placement of the historical cottage at the Town Center.

B. Public Works

Mr. Gene Jaleski, Cedar Street, commented on wind power and suggested the Town research the use of Arcadia Power.

7. Reports

A. Committee Reports

No items were presented.

B. 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 and public on the status of the COVID-19 pandemic. Discussions were held on the following topics/issues:

- number of resident deaths on Longboat Key

- limited number of vaccines in stores (Publix)
- number of vaccinations for Longboat Key residents
- option to limit appointments at the Longboat Key Publix to Longboat Key residents.

8. Discussion Items

A. Report and Recommendations Regarding Marine Turtle Protection Ordinance (Proposed Amendments to Town Code, Chapter 100)

At the November 9, 2020, Regular Workshop Meeting, Town staff presented their initial recommendations based on a comprehensive review of Town Code Chapter 100, Marine Turtle Protection. This follow-up report to the Commission includes responses to Commissioner's questions at the November 9, 2020, Regular Workshop Meeting, as well as to citizen comments received during and after a December 17, 2020, public input session with citizens, stakeholder groups, and Town registered contractors. Recommended Action: Provide direction to Manager.

Following comments from Town Manager Tom Harmer, Planning, Zoning, and Building Department Director Allen Parsons gave a PowerPoint presentation on recommendations to update Town Code Chapter 100. Discussions were held with Mr. Parsons, Ms. Tonya Long with the Florida Fish and Wildlife Commission, Assistant Town Attorney Regina Kardash, and Planning, Zoning, and Building Department Code Enforcement Officer Christopher Kopp on the following topics/issues:

- public outreach efforts and comments received from public workshop
- contributing factors creating disorientations
- locations of disorientations
- possible discriminatory action if enforcing in one zoning district and not all districts
- window tint manufacturing process/applying film
- Code applicable to new construction/development only
- opinions of window installers relating to the 15% recommendation of film/impact on warranty
- current Code requirements for lighting
- enforcement efforts/challenges unsuccessful
- education of builders on current construction and future recommendations
- application of film after the fact versus factory tinting
- residential versus tourism use
- installation costs for tinting/film
- option to seek manufacturer/professional window installers opinions.

Mr. Parsons and Town Manager Harmer stated an overview of Commission direction.

Subsequent to comments, there was consensus to forward issues discussed to a future workshop.

Mr. Parsons continued the presentation with discussions held on the following topics/issues:

- legal challenge and Court upheld Code restrictions outlined in Section 100.05
- more restrictive Ordinances in other communities
- State restrictions on motorized vehicles on the beach (Florida Department of Environmental Protection {FDEP} permit requirements)

- Recreational Use Agreement for recreational equipment/furniture
- existing Town Code (Chapter 99) relating to abandoned property.

The following individuals commented on a proposed Ordinance:

- Ms. Cyndi Seaman (in-person)
- Mr. Tim Thurman, via electronic communication (Zoom)
- Ms. Paula Clark (statements read into the record by Town Clerk Shinkle).

Mr. Parsons noted that Staff will provide information on the issues raised and schedule the follow-up discussion for the next Workshop meeting.

RECESS: 3:10 p.m. - 3:20 p.m.

B. Town Center Phase 3 Discussion

At their December 14, 2020, and January 19, 2021, Regular Workshop Meetings, the Town Commission held discussions on Phase 3 planning for the Town Center property. Following staff presentations and discussion, the Commission requested this item be scheduled for additional discussion at their February 16, 2021, Regular Workshop Meeting. Recommended Action: None, informational only.

Following comments by Town Manager Tom Harmer, Public Works Director Isaac Brownman gave a PowerPoint presentation on the Town Center property Phase 3 planning. Discussions were held on the following topics/issues:

- Revised Exhibit 1A: Concept; suggestion to delete the phrase “while enabling a limited attraction to guests from the mainland” from the last sentence, second paragraph
- Revised Exhibit 1A: Concept; suggestion to insert the word “primarily” in front of the word “targeted” in the last sentence, second paragraph
- Revised Exhibit 1A: Concept; suggestion to retain the phrase “on the island” in the last sentence, second paragraph.

Mayor Schneier noted consensus to modify the last sentence of the second paragraph as noted.

Mayor Schneier noted the modification to the Revised Exhibit 1A: Concept and Program, relating to the types of buildings (single or two story) and noted consensus to accept the change in the last sentence of the third paragraph.

Mr. Brownman continued the presentation noting the modifications made to the following items:

- Revised Exhibit 1A: Overall Concept Principles; inclusion of the word “minimal” between the words “at” and “cost” in the eighth bullet
- Revised Exhibit 1A: Overall Concept Principles; inclusion of the phrase “and the surrounding area” in the ninth bullet.

Mayor Schneier noted consensus to modify the Overall Concept Principles as noted.

Mr. Brownman continued the presentation noting the modifications to the following items:

- Revised Exhibit 1A: Potential Programming for the Proposed Center; inclusion of the reference to “coordinate with the Longboat Key Education Center,” item 1

- Revised Exhibit 1A: Potential Programming for the Proposed Center; inclusion of the word “multi-purpose” in front of the phrase “flexible space,” item 2.

Mayor Schneier and Town Manager Harmer noted discussions with Ms. Susan Goldfarb on coordination with the Longboat Key Education Center.

Mayor Schneier inquired and no objections were stated to the revisions outlined by Staff.

Mr. Brownman continued the presentation noting the modifications to Revised Exhibit 1A: Other Elements to be Considered; by including the following:

- three additional bullets (Health and Wellness; Casual coffee, café, and/or pub; Overall flexible space),
- the Hoyt Architects Concept Plan with Building Pads,
- the estimated square footage of the building pad sites,
- examples of potential building spaces to be included.

Mayor Schneier inquired and no objections were stated to the revisions outlined by Staff.

Discussions were held on the following topics/issues:

- effort to develop proposed/estimated costs
- square footage representing the building base
- lack of a partnership/funding mechanism
- previous estimate of costs/square footage
- discussions with Sarasota County relating to library services
- consideration of engaging with the Longboat Key Community Foundation
- assistance offered by an individual who worked on a Town Center developed in the Adirondack area
- development of a “flexible” brochure outlining possible uses
- opportunities to partner with outside entities/local restaurants
- preference for inclusion of estimated costs/fundraising in the brochure.

C. Fund Balance Reserve Policy (See Item later this meeting.)

During the FY21 Budget discussions, the Commission directed staff to develop a Fund Balance Reserve Policy for consideration prior to the FY22 Budget Workshop Meetings. The Town Manager and Finance Director will present their findings and recommendations for Commission consideration. Recommended Action: Provide direction to Manager.

D. 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 Director Isaac Brownman gave a PowerPoint presentation on the Utilities Undergrounding project. Discussions were held with Mr. Brownman, Public Works Project Manager James Linkogle, and Mr. Mark Porter, with CDM, on the following topics/issues:

- project budget

- requests received from Longbeach Village residents relating to street light bases
- previous consideration and decisions made by the Commission on selected poles
- options for decorative poles
- start dates for installation of light poles in Country Club Shores (February 16, 2021).

The following individuals commented, in-person, on the proposed lighting in the Village:

- Ms. Carla Rowan, Broadway Street
- Mr. Peter Rowan, Broadway Street
- Mr. Eddie Abrams, Longboat Drive North.

The following individuals commented, via electronic communication (Zoom), on the proposed lighting:

- Mr. Gene Jaleski, Cedar Street
- Ms. Winnie Nelon, Bayou Hammock Road.

The following individuals requested their comments be read into the record by Town Clerk Shinkle:

- Ms. Madeleine Stewart and Mr. Robert McRae, Hughes Street
- Mr. Henry and Ms. Donna Smith, Linley Street
- Ms. Dolores Kelley, Cedar Street.

Discussions were held on the following topics/issues:

- previous consideration by the Commission
- discussions with Verizon representatives on required height of poles to co-locate (minimum 25 feet)
- height of existing poles
- inclusion of new consultant (KCI) at future meeting
- option to review technological needs
- review of options for decorative poles.

Subsequent to comments, there was consensus to have Staff review options/costs for decorative bases for the three light poles on Broadway Street.

C. Fund Balance Reserve Policy - Continued

During the FY21 Budget discussions, the Commission directed staff to develop a Fund Balance Reserve Policy for consideration prior to the FY22 Budget Workshop Meetings. The Town Manager and Finance Director will present their findings and recommendations for Commission consideration. Recommended Action: Provide direction to Manager.

Following comments, there was consensus to postpone consideration of the Fund Balance Reserve Policy to a future meeting.

9. Town Commission Comments

No items were presented.

10. Town Attorney Comments

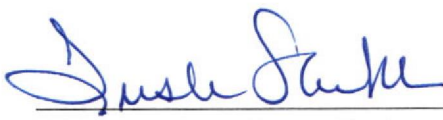
Assistant Town Attorney David Jackson noted the Special Meeting/Attorney-Client session (hybrid) on February 22, 2021, at 2 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

11. Town Manager Comments

Town Manager Tom Harmer noted that he had received information that the meeting between the City of Sarasota and Ritz Carlton representatives relating to the temporary Pedestrian overpass bridge was rescheduled for next week.

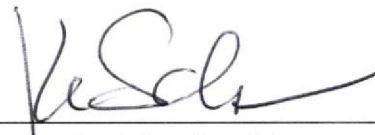
12. Adjournment

Mayor Schneier adjourned the February 16, 2021, Regular (hybrid) Workshop at 5:15 p.m.



Trish Shinkle, Town Clerk

Minutes Approved: 3/1/2021



Kenneth Schneier, Mayor

