

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL WORKSHOP
STRATEGIC PLANNING
APRIL 18, 2022**

Present: Mayor Ken Schneier, Vice Mayor Maureen Merrigan, Commissioners Mike Haycock, B.J. Bishop, Penny Gold, Sherry Dominick, and Debra Williams

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

1. Call to Order

Mayor Schneier called the Special Workshop to order at 10:00 a.m. in the Seaplace Condominium Clubhouse, 2045 Gulf of Mexico Drive, Longboat Key, Florida.

2. Public to be Heard

Opportunity for Public to Address Town Commission

No items were presented.

3. Discussion Items

- A. Town Manager's Introduction
- B. Mission/Vision/Community Expectations
- C. Review and Development of FY23 Initiatives and Long-Term Strategic Issues
- D. Discussion on Priorities and Next Steps

Town Manager Tom Harmer commented on the process of the meeting and thanked Seaplace staff for the use of their facility. Town Manager Harmer discussed the following topics/issues:

- external influences/threats
- COVID-19
- Ukrainian conflict
- fuel prices
- delays for purchases (vehicles, equipment, materials)
- inflation/buying power
- insurance market
- tightened labor market
- potential future recession
- performance bonds
- stable Commission
- strong reserves and financial policies
- stable tax base
- high service levels
- tenured staff
- new Public Works Department Project Manager Guy Matricciani.

Town Manager Harmer opened discussion on feedback on ways to enhance or improve Town services. Discussion was had on the following topics/issues:

- Town Manager briefs and videos
- one-on-one Commission briefings

- answering public's comments/letters
- e-mail list for public to receive Town Manager Briefs or Town News
- publishing Town Manager Briefs in Longboat Key News and Longboat Observer
- difference in age demographics with receiving news/reading news
- regular meetings with Town Commission and Town Manager
- Town Manager calls to Town Commissioners regarding Town emergencies.

Town Manager Harmer commented on interactions between Commission, Staff, and public. Discussion ensued on the following topics/issues:

- handling resident requests
- handling legal questions from public by Commission/Town Attorney
- pot holes on Gulf of Mexico Drive (GMD)
- emergency patch on pot holes/Public Works maintaining GMD
- addressing pot holes in Town Manager brief
- Publix's pot holes
- Town Manager brief on GMD regarding status as a State road
- State's responsibility for maintaining/patching sidewalks
- State constructing design of new construction of sidewalk
- Staff tracks/follow-up on formal motions and consensus made at meetings
- Commissioner representation
- written communication to outside entities/residents
- best practices for Commission communications and use of Town/Town Commission letterhead
- Commission ethics policy relating to letterhead/e-mail use.

Town Manager Harmer reviewed the Strategic Plan Process and the Community Expectations. Discussions were held on the following topics/issues:

- Town priorities
- 2022 Citizens Survey
- community input results from the 2022 Goals and Objectives Session
- potential third provider for internet/cable services
- structural integrity of multi-story residential units
- beaches and beach preservation/beach update
- Florida Department of Transportation's (FDOT) Longboat Pass Bridge project
- sea level rise
- red tide
- traffic issues/roundabout update
- One County Initiative
- canal dredging/replacing sea grass
- beautification of Town properties
- Bayfront Park Recreation Center
- drainage/flooding issues
- hiring employees/staffing issues for private and public sectors on the Island
- affordable housing
- water vessel safety/noise issues
- issuing citations instead of warnings

- eliminating/monitoring car carriers
- educating residents on laws regarding car carriers
- e-mail blast on laws prohibiting loading/unloading of car carriers on GMD.

Town Manager Harmer reviewed the agenda items on the upcoming joint meeting with Sarasota County. Discussion ensued on the following topics/issues:

- Town Center and Community Center/Library presentation
- libraries are community gathering spaces
- Mobility OnDemand update
- island-wide public transportation/agreement between Sarasota and Manatee Counties
- cost for Manatee County to provide island-wide transportation services
- St. Regis Development update/parking
- Barrier Island Traffic Study (BITS) priorities/water taxi
- Town Center update
- Town Center Phase 2 RFP (Request for Proposals) bid packet
- public procurement/informing contractors of upcoming bids
- donation for Town Center stage
- Town Center Phase 3 – Community Center
- “asks” of Sarasota County regarding library/Community Centers **(consensus to seek county support to create a formal project for a building on Parcel #1 at the Town Center Green in their Capital Improvement Plan.)**

Town Manager Harmer noted Sarasota County’s first step would be for them to fund the planning process to advance the programming of the facility and creation of a design that would meet the Town’s expectations related to library serves, educational/meeting space, and a larger multi-purpose space. Discussion ensued on the following topics/issues:

- comparisons to previous Ringling Plan
- community hub/place for community connections at Town Center
- a need for a multi-purpose space for the community/community support
- concept/layout of library/Community Center
- potential to add additional buildings on site
- Sarasota County recognizing a Longboat Key Library as a County Capital Project
- fund planning and design dollars in FY23 budget for Town Center
- rebranding/creating vision for library/Community Center
- City of Venice’s Community Center planning process
- Sarasota County funding operational costs for library in FY25.

Mayor Schneier noted a handout he provided with his proposed edits/additions to the Strategic Plan/long-term issues list.

RECESS: 12:41 p.m. – 1:00 p.m.

Town Manager Harmer commented on the FY23 Budget schedule, major projects in the pipeline, and funding initiatives. Discussion ensued on the following topics/issues:

- request for federal dollars to offset cost for Broadway roundabout **(consensus to draft letter for Federal Appropriation Request)**

- bike lanes and sidewalks repair
- Country Club Shores turn lane/FDOT permit.

Note: Commissioner Dominick left the Special Workshop at 1:52 p.m.

Following comments by Town Manager Harmer on the proposed FY23-FY24 Strategic Initiatives, discussion ensued on the following topics/issues:

- development of Surfside regulations (**consensus to add Surfside related recommendations to Community Character Initiatives**)
- Bayfront Park Recreation Center
- Gulf of Mexico Drive Corridor Plan (**consensus to add pedestrian crossing with advance Gulf of Mexico Corridor Plan concept to Community Character Initiatives**)
- requiring communities/non-conforming properties to complete as-built certification process (**consensus to add as-built certification to Community Character Initiatives**)
- number of completed certifications
- Rental Registration Program overview
- enforcement/issuing warnings versus citations
- increase of tickets over past year
- number of speeding tickets/water issues
- funding canal dredging (**consensus to change “pursue” to establish funding methodology for canals and long-range plan to Fiscal Sustainability Initiatives**)
- second opinion on Town beach project
- comparing Counties’ services/money to the Town
- being specific with requests to Counties
- PBA (Police Benevolent Association) contract renegotiating
- uninterrupted beach access
- Federal appropriations requests (**consensus to add State appropriations to Financial Sustainability Initiatives**)
- Comprehensive Sea Level Rise Adaption Plan (**consensus to remove identify specific neighborhood plans to be developed**)
- beach update at Town Commission June Regular Meeting
- uninterrupted beach access (**consensus to add beach access in the Gulfside Road area to Environmental/Resiliency Initiatives**)
- electric equipment versus gas equipment (**consensus to have Staff research requiring vendors to use electric equipment/other municipalities use of electric equipment/feasibility**)
- turtle ordinance/enforcement
- Tesla adaptors versus other Electric Vehicle (EV) adaptors
- facilitating (not funding) universal chargers at Town facilities/property
- **consensus to add a development of a traffic matrix to Infrastructure Initiatives**
- **consensus to add/improve existing conditions of Multi-use Trail to Infrastructure Initiatives**
- **consensus to include pathway lighting of Undergrounding Project to Infrastructure Initiatives**
- cost of replacing sidewalk island-wide

- asphalt versus concrete sidewalk
- Country Club Shores turn lane (**consensus to add Country Club Shores turn lane to Infrastructure Initiatives**)
- Buttonwood and Sleepy Lagoon stormwater project (**consensus to add to engineer and fund Buttonwood and Sleepy Lagoon stormwater project to Environmental/Resiliency Initiatives**)
- monitoring advancement of water taxis/landing locations
- improving conditions of roadways
- public transportation (**consensus to add unified public transit to Services Initiatives**)
- pickleball capacity at Bayfront Park/adding courts (**consensus to not add or make adding more pickleball courts a Town priority at current time**)
- construction completed at Joan M. Durante Park
- annual recognition of advisory boards and volunteers
- vacancies/appointments to boards and committees.

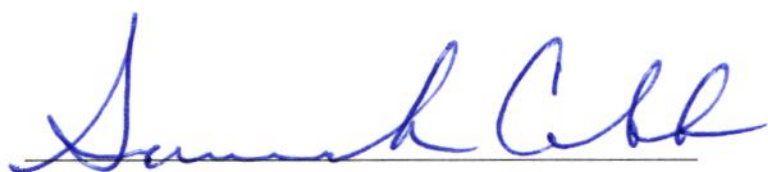
RECESS: 2:52 p.m. - 2:59 p.m.

The Town Commission individually rated their priority projects for the upcoming fiscal year.

Town Manager Harmer advised he would follow up on the issues discussed, tabulate the rated priority projects, and work with staff to provide updates and strategies for the items on the long-term issues list.

4. Adjournment

Mayor Schneier adjourned the April 18, 2022, Special Workshop, at 3:07 p.m.



Savannah Cobb, Deputy Town Clerk
Minutes Approved: 6/6/2022



Kenneth Schneier, Mayor

