

**MINUTES
LONGBOAT KEY TOWN COMMISSION
VIRTUAL REGULAR MEETING
MAY 4, 2020**

Present: Mayor Ken Schneier

Participating by

Remote Access: Vice Mayor Mike Haycock, Commissioners B.J. Bishop, Jack Daly, Sherry Dominick, George Spoll, Ed Zunz

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

Also Participating by

Remote Access: Town Attorney Maggie Mooney

Call to Order, Roll Call, and Pledge of Allegiance

Mayor Schneier called the May 4, 2020, Virtual Regular Meeting to order at 1:00 p.m. in the Town Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida. Mayor Schneier advised that the following Commissioners were in attendance through remote access: Haycock, Bishop, Daly, Dominick, and Zunz and advised that a quorum of six were in attendance.

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

Mayor Schneier noted Executive Order Nos. 20-69 (March 20, 2020) and 20-112 issued by Governor Ron DeSantis and effective on May 4, 2020, providing for the continuation of holding remote meetings utilizing media communication technology.

Mayor Schneier advised of an attendance roll call by the Town Clerk, noted a quorum, and led the Pledge of Allegiance.

Mayor Schneier advised that Commissioner Spoll was absent due to a medical issue.

Approval of Virtual Meeting Protocols and Process

Following the Pledge of Allegiance, Town Manager Tom Harmer reviewed the procedures and the protocols for the virtual meeting.

Mayor Schneier requested and Commissioner Bishop moved to accept the virtual meeting protocols and approve the developed process. The motion, seconded by Commissioner Dominick, carried by a 6-0 roll call vote, as follows: Bishop, aye; Dominick, aye; Schneier, aye; Haycock, aye; Daly, aye; Zunz, aye.

Public to be Heard*

1. Opportunity for Public to Address Town Commission

A. Public Comment - to address issues not on the agenda.

No items were presented.

B. Public Comment - all other agenda items except public hearings.

No items were presented.

*Virtual public participation instructions were provided as in attachment to the 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.

Town Manager Tom Harmer provided an update on the Town's response to the COVID-19 pandemic and an overview of the Sarasota and Manatee County statistics.

Mr. Chuck Henry, Florida Department of Health Public Health Official for Sarasota County, commented on the Town and Longboat Key citizen's response in following the CDC (Center for Disease Control) guidelines resulting in a low percent of positive cases, increased testing for the area, encouraged residents to continue following the guidelines, and reviewed the antibody testing that is taking place. Discussions were held on the following topics/issues:

- steps being taken on the elder facilities in Sarasota and Manatee Counties with the high mortality rates
- actions being taken by Sarasota and Manatee Counties in reopening facilities
- increased risk with counties opening recreational facilities/overflow onto Longboat
- importance of wearing masks in public where social distancing is difficult
- percentage of deaths/downward trend on positive cases/at risk population
- reopening of the Town's Tennis Center/health testing options
- number of testing accomplished/percentage of positive testing
- options for conducting a test site on Longboat Key.

Resolution and Public Hearing*

3. Resolution 2020-09, Solid Waste Franchise Agreement, Annual Service Rate Adjustment

The Town's Solid Waste Franchise Agreement with Waste Management, Inc. provides for an annual adjustment of the collection fee per a formula set within the Agreement. The 2020 calculated fee adjustment is a total monthly unit cost increase from \$15.24 to \$15.85 and is established in Resolution 2020-09. Recommended Action: Pass Resolution 2020-09.

Town Clerk Trish Shinkle place Resolution 2020-09 on record by title only.

Commissioner Bishop moved to pass Resolution 2020-09. The motion was seconded by Commissioner Dominick.

Mayor Schneier opened the public hearing.

Town Manager Tom Harmer provided an overview of the annual adjustment of collection fees under the Solid Waste Franchise agreement.

Upon inquiry, Town Manager Harmer commented on the option to add or modify services during the contract renewal period. Individual comments followed.

Public Works Director Isaac Brownman commented on the increase in tipping fees for yard waste.

Following comments from Town Attorney Maggie Mooney, Mayor Schneier advised that no requests to speak had been received.

Mayor Schneier closed the public hearing.

3. Resolution 2020-09, Solid Waste Franchise Agreement, Annual Service Rate Adjustment

The motion carried by a 6-0 roll call vote, as follows: Bishop, aye; Dominick, aye; Zunz, aye; Daly, aye; Haycock, aye; Schneier, aye.

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.

4. Approval of Minutes

March 23, 2020, Statutory Meeting; April 6, 2020, Regular Meeting Minutes. Recommended Action: Approve Minutes

5. Resolution 2020-10, Authorization to Execute Florida Department of Transportation (FDOT) Agreement ASH09 for Gulf of Mexico Drive (GMD) Highway Lighting Maintenance Resolution 2020-10, is required by FDOT to continue the Town's established practice of maintenance of street lighting along GMD, provides for compensation to the Town, and other State requirements. Recommended Action: Pass Resolution 2020-10.

Vice Mayor Haycock moved to approve the Consent Agenda items 4 and 5 in accordance with Staff's report and confirming the recommended action. The motion, seconded by Commissioner Dominick carried by a 6-0 roll call vote, as follows: Haycock, aye; Dominick, aye; Daly, aye; Zunz, aye; Schneier, aye; Bishop, aye.

New Business

6. Outdoor Venue and Future Town Center Update

Staff will update the Commission on the current construction of the Phase 1 outdoor venue improvements, present summary results from public outreach, and next steps for developing Phase 2. Gary Hoyt, of Hoyt Architects will participate by virtual connection to present an overall concept plan for the property. Recommended Action: Approve concept plan and proceed with planning for Phase 2 of the outdoor venue.

Public Works Director Isaac Brownman, Mr. Gary Hoyt (via Zoom), and Mr. Chris Gallagher (via Zoom) gave a PowerPoint presentation on the construction progress and the overall concept plan for the property. Discussions were held on the following topics/issues:

- project budget
- balance in Land Acquisition fund
- timeframe for completion
- parking requirements/availability of neighboring sites
- stormwater retention area/consideration of water feature
- ditch behind stormwater retention area
- estimated costs for proposed Hoyt plan
- items included in the Phase 2 planning
- incremental costs to maintain site/increase in operational budget.

6. Outdoor Venue and Future Town Center Update

Subsequent to comments, Commissioner Bishop moved to approve the Concept Plan and to proceed with the planning for Phase 2 of the outdoor venue. The motion, seconded by Commissioner Daly carried by a 6-0 roll call vote, as follows: Bishop, aye; Daly, aye; Zunz, aye; Schneier, aye; Dominick, aye; Haycock, aye.

RECESS: 3:13 p.m. - 3:23 p.m.

Approval of Virtual Meeting Protocols and Process

Mayor Schneier requested that Commissioners wishing to speak utilize the "hand raise" on the Zoom platform.

7. Fourth Amendment to Lease with Longboat Library, Inc.

The Longboat Library Lease expires on June 15, 2021, and has a requirement for a 1-year notice of changes or termination. The Fourth Amendment to the Longboat Library Lease provides for extending the term of the agreement for 3 years and adds a 90-day notice option for transition to Sarasota County Library services. Recommended Action: Approve Fourth Amendment to Longboat Library, Inc., Lease and authorize the Town Manager to execute the Agreement.

Town Manager Tom Harmer thanked Ms. Mary Baker, Longboat Library, on her participation in the process for establishment of a future library in the Town Center and commented on the proposed amendment to the current lease with revisions made this date. Support Services Director Carolyn Brown displayed proposed revisions to the fourth amendment to the Longboat Library lease.

Commissioner Bishop moved to approve the fourth amendment to the Longboat Library lease, as amended. The motion, seconded by Commissioner Dominick, carried by a 6-0 roll call vote, as follows: Bishop, aye; Dominick, aye; Schneier, aye; Haycock, aye; Zunz, aye; Daly, aye.

8. FY20 Budget Midyear Update

As of March 31, 2020, we have completed the first six months of FY20. The Town Manager and Finance Director will provide an update on year to date accomplishments and a financial overview of the FY20 Budget at the May 4, 2020, Regular Meeting. Recommended Action: None, informational only.

Town Manager Tom Harmer and Finance Director Susan Smith (participating telephonically) gave a PowerPoint presentation on the midyear Fiscal Year 2020 budget.

Town Commission Comments

A. Human Resources

Commissioner Bishop commented on the staff luncheon and inquired as to options for employees who were furloughed and Town Manager advised that all full-time employees had maintained their schedules and noted that the Tennis Center ended the season earlier than normal due to the pandemic.

B. Town Commission/Human Resources

Mayor Schneier encouraged residents to complete the 2020 census and commended the Police Department for their increased enforcement.

Town Attorney Comments

No items were presented.

Town Manager Comments

A. Organizations

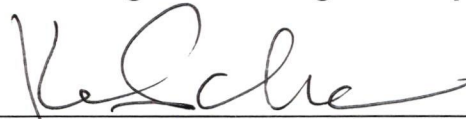
Town Manager Tom Harmer commented on the Manatee County Tourist Development Council seeking an elected official for a voting seat and advised that Commissioner Zunz intended to apply.

Adjournment

Mayor Schneier adjourned the May 4, 2020, Virtual Regular Meeting at 4:10 p.m.



Trish Shinkle, Town Clerk



Kenneth Schneier, Mayor

Minutes Approved: 6-1-2020

