

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
REGULAR WORKSHOP MEETING  
SEPTEMBER 23, 2019**

**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 September 23, 2019, Regular Workshop to order at 1:00 p.m. in the Town Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida. Commissioner Pastor led the Pledge of Allegiance.

Mayor Spoll noted the Town's Civility Code and read the Pledge of Public Conduct.

**Public to be Heard**

1. *Opportunity for Public to Address Town Commission*

No items were presented.

**Committee Reports**

2. *Manatee County Special Liaison Report*

No items were presented.

3. *Sarasota County Special Liaison Report*

No items were presented.

4. *Other Reports*

No items were presented.

5. *Special Recognition to Code Enforcement Board Members*

Vice Mayor Zunz read and presented a Certificate of Appreciation to Mr. Jack Wilson for his service on the Code Enforcement Board and noted Certificates would be mailed to the remaining members of the Board who could not attend this date.

**Discussion Items**

6. *Comprehensive Beach Management Plan Update and Timeline for Referendum Process*

The Town's Comprehensive Beach Management Plan has guided the Town's beach maintenance activities since it was first adopted in 1995. It was most recently updated in 2008 with a current analysis underway to identify future needs for beach nourishment and other shore protection measures. The funding mechanism for beach projects relies on beach bond referenda placed before the Town's voters. This update will outline the Comprehensive Beach Management Update timeline, and the referendum process for project funding. Recommended Action: None, informational only.

Following comments by Town Manager Tom Harmer, Public Works Project Manager Charlie Mopps gave a PowerPoint presentation on the Comprehensive Beach Management Plan. Finance Director Sue Smith provided an overview of the funding mechanisms utilized. Discussions were held with Mr. Mopps, Finance Director Smith, and Town Manager Harmer on the following topics/issues:

- estimated increase in State Cost Share from 22.79% to 26.94%
- basis for increase in cost share

*6. Comprehensive Beach Management Plan Update and Timeline for Referendum Process-Continued*

- lack of inclusion for grant funding in the budget
- timeline for referendum process
- competitive grant funding process.

**Subsequent to comments, there was consensus to endorse the Comprehensive Beach Management Plan and to move forward with the timeline presented.**

*7. Utilities Undergrounding Update*

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

Following comments by Town Manager Tom Harmer, Public Works Project Manager James Linkogle gave a PowerPoint presentation providing an update to the Utilities Undergrounding Project and Mr. Mark Porter with CDM Smith provided an update on the Project budget and schedule. Mr. Linkogle showed a sample lighting option and ground feeder for Gulf of Mexico Drive and provided an overview of the options for lighting in the neighborhoods.

Public Works Director Isaac Brownman requested Commission input on the type of lighting style for the Neighborhood Project. Discussions were held on the following topics/issues:

- color of poles
- type of poles (tapered versus cylindrical)
- reasoning for utilization of cylindrical poles
- design types of light shades for neighborhoods (aesthetics)
- neighborhood/public outreach.

**There was consensus to eliminate the open globe style light fixture from consideration and to utilize the sloped shade and the basic curved arm style.**

Mr. Linkogle and Mr. Porter commented on the process for switching from overhead to underground service by phases.

Mr. Jim Whitman, Norton Street, commented on the light poles, crosswalk lighting, cell phone providers, and Wi-Fi service (4G versus 5G). Public Works Director Brownman advised that Staff would respond to Mr. Whitman on the issues raised.

*8. Town Center Outdoor Venue Update and Public Outreach Planning Efforts*

Town staff will outline their progress toward activating the Town Center outdoor venue, and plans to host public outreach workshops to seek residents input regarding longer term improvements/amenities for the site. Anticipated costs, funding sources, milestones, and planned community events will also be reviewed. Recommended Action: Provide direction to Manager.

Town Manager Tom Harmer noted that the permit for the Outdoor Venue had been received, thanked and congratulated Public Works Director Isaac Brownman for his persistence in acquiring the permit, and commented on the summary of Commissioner input. Public Works Director Brownman gave a PowerPoint presentation on the Town Center Outdoor Venue.

8. *Town Center Outdoor Venue Update and Public Outreach Planning Efforts - Continued*  
Mr. Brownman requested Commission direction on the long-term planning for the Community and Recreation Center. Discussions were held on the following topics/issues:

- budget requirements for open space venue (Phase 1) and future budget for Phase II
- repaving the parking area
- utilization of the Land Acquisition funds
- planning for stage options, hardscapes (bathrooms), and fund raising.

Mr. Jim Brown, Harbourside Drive, commented on the Town Center Project.

Discussion ensued on the following topics/issues:

- one versus two facilities
- current utilization of Bayfront Park Recreation Center (Bayfront Park)
- proposed uses at a Town Center facility
- seasonal use of Bayfront Park
- funding options for a Town Center/public-private partnership
- continued maintenance of existing Bayfront Park building.

**Subsequent to comments, there was consensus to focus on one combined facility at the Town Center.**

**Subsequent to comments on funding options, there was majority consensus for cooperative funding efforts.**

Ms. Pat Zunz, Lands End Drive, commented on funding partnerships and the one-site facility.

Town Manager Harmer commented on library services throughout Sarasota County. Discussion ensued on the following topics/issues:

- options for development (combined buildings or separate buildings)
- private funding options for construction and operation of an Arts, Culture, and Education (ACE) Center
- determination of uses following public input
- timing for presentation to citizens
- previous Memorandum of Understandings (MOU's) with Ringling College
- time frame to proceed with development of the property.

Town Manager Harmer opined that Staff had adequate input from the Commission to develop the public outreach program to be initiated during the upcoming season and reviewed the items that will be included for public comment, as follows:

- Town Center concept
- single location for two facilities (ACE and Recreation Center)
- maintain current Recreation Center facility until it is replaced
- future improvements, including design, would have Town involvement and approval process regardless of funding mechanism
- the Town would own any improvements on the property as part of a potential public/private partnership

8. *Town Center Outdoor Venue Update and Public Outreach Planning Efforts - Continued*

- private funding/donor driven funding approach would be considered for an ACE type facility
- related activities expected to be operated by a private partner
- possible public funding and support may be needed for a recreation center or library
- combine previous list of activities developed in public outreach.

Discussion ensued on the inclusion of Exhibit 1, Revised Program in the public presentation material.

**Following individual comments, there was majority consensus to include Exhibit 1 in the public presentation material.**

**Town Commission Comments**

No items were presented.

**Town Attorney Comments**

No items were presented.

**Town Manager Comments**

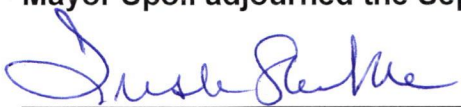
*A. Town Commission*

Town Manager Tom Harmer reviewed the following:

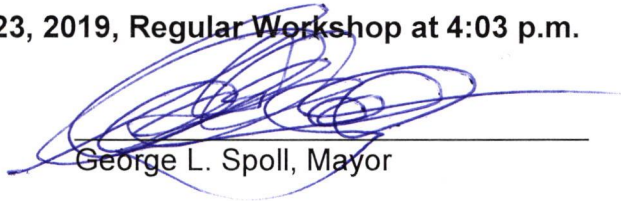
- Manatee County Law Enforcement Interlocal Agreement for Greer Island funding support was received and executed
- Joint Meeting with Sarasota County Commission rescheduled to February 26, 2020
- Sarasota County Commission to consider the Emergency Management Memorandum of Understanding between Sarasota and Manatee Counties and the Town on September 24, 2019
- Sarasota County Commission Chair to attend next regular Town Commission meeting.

**Adjournment**

**Mayor Spoll adjourned the September 23, 2019, Regular Workshop at 4:03 p.m.**



Trish Shinkle, Town Clerk



George L. Spoll, Mayor

Minutes Approved: 10/1/19

