

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
REGULAR WORKSHOP  
NOVEMBER 14, 2022**

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

**Also Present:** Town Manager Tom Harmer, Town Attorney Maggie Mooney, Town Clerk Trish Shinkle

**Not Present:** Commissioner Penny Gold

**1. Call to Order and Pledge of Allegiance**

Mayor Schneier called the November 14, 2022, Regular Workshop to order at 1:02 p.m., in the Town Commission Chamber, Town Hall, 501 Bay Isles Road, Longboat Key, Florida. Vice Mayor Merrigan led the Pledge of Allegiance.

**2. Pledge of Public Conduct**

Mayor Schneier advised that November 14, 2022, was the 67<sup>th</sup> anniversary of the Town's incorporation.

Mayor Schneier noted that Sarasota County Commissioner Alan Maio and Sarasota County Commissioner-Elect Mark Smith were in attendance. Commissioner Maio commented on the existing working relationship with the Town. Commissioner-Elect Smith commented on his recent election and provided professional background information on himself and noted he looked forward to a positive, working relationship with the Town. Individual comments followed.

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

**3. Public to be Heard**

Opportunity for Public to Address Town Commission

**A. Planning, Zoning, and Building Department**

Dr. James Whitman, Norton Street, commented on construction site entrances on Longboat Key (St. Regis and Sage projects) relating to obstructions in the bicycle lane and e-mail correspondence relating to battery powered lawn equipment.

Following individual comments on the condition of the bicycle paths in front of the Sage project, Town Manager Tom Harmer noted the status of the work relating to the pavement (driveway tie-in) in front of the project.

**4. Reports**

Committee Reports

**A. Organizations**

Commissioner Bishop noted attendance at the ManaSota League of Cities meeting and reviewed the issues discussed.

**5. Discussion Items**

**A. Annual Beach Update**

This is the annual beach update from the staff and our beach consultant, Olsen Associates. This year's update will include results of the Year-1 post re-nourishment survey conducted in August, and includes observations made after Hurricane Ian (November 2022). Updates on two remaining projects to be conducted during the FY23 will also be discussed: New

Pass Groin tightening and the Greer Island Spit Management Plan. Recommended Action: None, informational only.

Following comments by Town Manager Tom Harmer, Public Works Project Manager Charlie Mopps and Dr. Albert Browder, Ph.D., P.E. with Olsen Associates, gave a PowerPoint presentation on the Annual Beach Update, the New Pass Groin tightening (South end), and the Greer Island Spit Management Plan (North end). Discussions were held on the following topics/issues:

- location of most recently constructed groins
- erosional rates in the area of the Ohana/Half Moon properties
- increased erosion areas on South end of Island/impact of permeable groin
- base line location on the South end
- Greer Island spit
- origination date of beach renourishment within the Town
- scarping issues/impact on turtle nesting
- leveling options/height of beach
- percentage of lost sand compared to historical averages
- percentage of equilibration compared to previous years
- equilibration process
- additional sand placed in Gulfside Road area
- future consideration of renourishment in an attempt to mitigate hurricane impacts
- Greer Island spit management vegetation/existing sea oats
- possible breach area west of Longboat Pass Bridge
- erosion north of Groin N-3
- annual Phase II program (2022/2023)
- anticipated future renourishment dates
- status of nationwide permit from United States Army Corps of Engineers
- proposed additional rock for New Pass Terminal Groin
- coordination between sea level rise/stormwater issues with renourishment efforts/beach management program.

Individual comments followed.

**RECESS:** 2:25 p.m. – 2:37 p.m.

**B. 2023 Town of Longboat Key Annual Citizen Satisfaction Survey**

Town staff will provide an update on the plans for the 2022 Annual Citizen Satisfaction Survey and seek consensus on the policy level questions to be included in this year's survey. Recommended Action: Consensus for updated policy questions for 2023 Citizen Satisfaction Survey.

Town Manager Tom Harmer and Support Services Director Carolyn Brown gave a PowerPoint presentation on the Annual Citizen Satisfaction Survey. Discussions were held on the following topics/issues:

- communications during storm event without power/cable
- information from individuals who could not access Town website/social media posts
- lack of attendance at the Town's annual hurricane seminar
- lack of notice with on-line (electronic) utility billing

- option to link use of services with rating of services
- analysis utilized by University of South Florida staff
- option to ask hurricane questions for 2022 storms
- responsiveness of annual surveys
- review of previously used questions/tracking
- policy issues (i.e. waterway usage/canals/traffic issues)
- hurricane preparedness questions relating to household preparation/evacuation issues
- options for demographics to be based on a month count versus a percentage of time
- questions to the public on use of social media
- options to include questions relating to waterway use/canal dredge project funding
- dissemination of information to the public on the survey/option to provide paper copy survey/cost increase consideration
- annual cost for survey
- options to refine "Challenges to Town" (question 29)
- pages 10, 16, and 20 (grayed area within survey)
- options to inform residents/visitors of hurricane seminar, citizens academy, and/or volunteer opportunities
- information/questions relating to library/community services and/or preferred events at the Town Center
- deletion/retention of questions relating to public transportation/unified public transit
- community information relating to library services
- public awareness of various programs/code restrictions throughout the Town.

Dr. Jim Whitman, Norton Street, commented on library services/transportation issues/public information options.

**Following comments on options for distribution of information relating to the survey and survey questions, there was consensus to proceed with updating Policy questions for the 2023 Citizen Satisfaction Survey as discussed this date.**

C. Proposed Ordinance 2022-21, Amending and Replacing Chapter 104, Property Maintenance Codes

The Town's Property Maintenance Code was last updated in 2012 and guides the property maintenance minimum standards, and Code Enforcement process since that time. Town staff is recommending adoption of the 2021 International Property Maintenance Code (IPMC) which provides the model codes for the Florida Building Code with amendments to reflect unique provisions specific to the Town. Recommended Action: Forward Ordinance 2022-21 to the December 5, 2022, Regular Meeting for first reading.

Commissioner Bishop noted that the proposed IPMC was not included in the agenda packet and suggested postponing consideration and Mayor Schneier noted the difficulty in having various Codes located in different areas (websites/offices) that the public have to utilize.

Following comments by Town Manager Tom Harmer, Planning, Zoning, and Building Department Director Allen Parsons gave a PowerPoint presentation on proposed Ordinance 2022-21 and an overview of the IPMC. Discussions were held with Mr. Parsons and Town Attorney Maggie Mooney on the following topics/issues:

- interaction between maintenance code and rental property requirements

- reference in Town Code to redirect individuals to the IPMC Code
- options to include a copy on Town's website (copywrite documentation)
- copies of the IPMC available for purchase
- search options on the IPMC website relating to the IPMC Code
- process for consideration of changes to the IPMC Code before they are enacted by the Town
- international component of the organization
- inclusion of portions of IPMC in Town's current Code
- IPMC aesthetic provisions
- review of IPMC requirements/options to reference in Town Code
- options for incorporation into Town Code
- defining fees for violations/enforcement through Code Enforcement process.

**Following comments, there was consensus to reschedule additional discussion on the proposed Ordinance and use of the IPMC Code.**

D. Recommendations for Amending the Town's Comprehensive Plan, Mobility Element  
The Town Commission will consider Planning and Zoning (P&Z) Board's recommended changes to the Mobility Element of the Comprehensive Plan. This is Batch 4 of a series of updates recommended as part of the Evaluation and Appraisal Report review that occurred in 2021. Recommended Action: Accept P&Z Board recommendations, and proceed with a formal ordinance to be considered by the P&Z Board prior to scheduling first reading by Town Commission.

Following comments by Town Manager Tom Harmer, Planning, Zoning, and Building Department Senior Planner Maika Arnold gave a PowerPoint presentation on proposed amendments to the Mobility Element of the Comprehensive Plan. Discussions were held on the following topics/issues:

- lack of control over transportation mobility on Longboat
- infrastructure collaboration between staff versus government agencies coordination of events
- evacuation clearance timeframe/Barrier Island Traffic Study (BITS) recommendations
- Gulf of Mexico Drive (GMD) corridor study/impact of recommendations relating to sidewalks and multi-use paths on both sides of GMD
- options to encourage current property owners to install sidewalks/single family versus multi-family projects
- options to eliminate directional reference (east or west side specificity)
- inclusion of language "The Town shall" as recommended by the P&Z Board
- current standards not met with current multi-use path/options to retain the designations for east and west side improvements
- Mobility Strategy 1.3.2.4 relating to the SUN (Shared-Use Non-motorized) Trail Program
- standards on State roads for new sidewalks
- additional review/consideration by the P&Z Board
- additional review of modifications prior to presenting for public hearing.

**Following comments, there was consensus to accept P&Z Board recommendations, as amended, and to proceed with a proposed Ordinance for consideration.**

## **6. Town Commission Comments**

### **A. Public Works/State Agencies**

Commissioner Haycock noted the upcoming presentations on the December 12, 2022, Workshop Agenda, relating to various transportation items and requested consideration to have the materials distributed as much in advance of the meeting as possible.

Town Manager Tom Harmer noted that various Florida Department of Transportation representatives will be in attendance but advised that those attending may not be the contact staff for projects the Town will be reviewing. Individual comments followed. (See item later this meeting.)

### **B. Government Agencies**

Commissioner Bishop commented on the City of Sarasota's approval of the Winter Festival to be held on St. Armands Circle beginning November 18, 2022, had not been permitted as of November 13, 2022, and suggested contacting City Commissioners on the issue. Discussion ensued.

### **A. Public Works/State Agencies - Continued**

Vice Mayor Merrigan noted the importance and interconnectivity of the presentations to be made on December 12, 2022. Discussion ensued on the following topics/issues:

- speed limit on Gulf of Mexico Drive (GMD)
- types of crosswalks to be installed dependent on speed limit
- impact on mobility if golf carts are permitted on GMD if speed limit is lowered
- items to be considered at the December 12, 2022, workshop meeting.

Town Manager Harmer noted an item on the December 5, 2022, Regular Meeting agenda that could provide the opportunity to further discuss transportation issues prior to the December 12, 2022, Regular Workshop. (See item earlier this meeting.)

### **C. Government Agencies**

Mayor Schneier noted that he had requested an update relating to the Gulfstream/U.S. 41 Roundabout project. Town Manager Tom Harmer noted information received from the City of Sarasota advising of a two week delay. Individual comments followed.

### **D. Advisory Boards**

Upon inquiry, Town Attorney Maggie Mooney advised that Commissioners could attend the Planning and Zoning Board's hearings on Tuesday, November 15, 2022, and noted that no discussions should be held on the issues as they will be considered by the Town Commission at a public hearing in the near future.

## **7. Town Attorney Comments**

No items were presented.

## **8. Town Manager Comments**

### **A. Town Commission**

Town Manager Tom Harmer wished everyone a happy Thanksgiving and commented on the following issues:

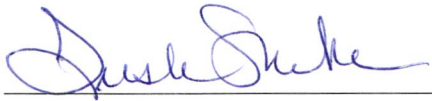
- the status of the bicycle lane in front of the Sage construction site (see item 3A earlier this meeting)
- Longboat Key Chamber tree lighting event on November 26, 2022

- update on planning process relating to a Sarasota County library on Longboat Key
- items to be considered at the December 5, 2022, Regular Meeting.

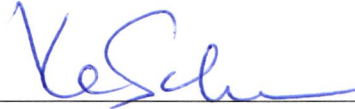
Upon inquiry, Town Manager Harmer commented on the timeframe for activation of the Verizon cell tower poles.

**9. Adjournment**

**Mayor Schneier adjourned the November 14, 2022, Regular Workshop at 4:50 p.m.**



Trish Shinkle, Town Clerk



Kenneth Schneier, Mayor

Minutes Approved: 12/5/2022

