



Town of Longboat Key Town Commission

Town Hall
501 Bay Isles Road
Longboat Key, FL 34228
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- AGENDA - REGULAR MEETING

7:00 PM

December 5, 2011

Pledge of Public Conduct

- We may disagree, but we will be respectful of one another.
- We will direct all comments to issues.
- We will avoid personal attacks.

Call to Order and Pledge of Allegiance

Proclamations and Special Presentations

1. Certificate of Completion to Commissioner Pat Zunz from Institute of Elected Municipal Officials (IEMO) and Advanced IEMO

Approval of Minutes

2. September 22, 2011, Regular Workshop Meeting; September 26, 2011, Special Meeting; October 3, 2011, Special Workshop Meeting (Comprehensive Plan); October 3, 2011, Regular Meeting; October 17, 2011, Special Workshop Meeting (Comprehensive Plan); October 17, 2011, Emergency Meeting; October 18, 2011, Joint Meeting with Manatee Board of County Commissioners; October 18, 2011, Emergency Meeting; and October 20, 2011, Special Meeting (Attorney-Client Session).

Committee Reports and Communications

Public to be Heard

3. Opportunity for Public to Address Town Commission

At each meeting the Town Commission sets aside a time for the public to address issues that are not on the agenda.

Ordinances - First Reading

4. Ordinance 2011-36, Budget Transfer for One-Time Payment to Town Employees

At the November 17, 2011, Special Meeting, the Town Commission unanimously supported a one-time payment of \$1,000 to the Town's full time employees and a prorated amount to the part time employees based on hours worked the previous twelve months. Ordinance 2011-36 provides for the Budget transfer for Fiscal Year (FY) 2011-2012 appropriating the funding for the approved

payment. Recommended Action: Pending first reading and discussion, forward Ordinance 2011-36 to the January 9, 2012, Regular Meeting for second reading and public hearing.

Ordinances - First Reading and Public Hearing

5. Ordinance 2012-01, Pass-Through of Manatee County Wholesale Water and Wastewater Rate Increases

On October 25, 2011, the Manatee Board of County Commissioners voted on increasing wholesale water and wastewater rates effective November 1, 2011. Commission policy has been to pass-through Manatee County rate changes to the Town's utility ratepayers as provided for in Town Code Chapter 51, Sections 11 and 21. Recommended Action: Pending first reading, public hearing, and discussion, forward Ordinance 2012-01 to the January 9, 2012, Regular Meeting for second reading and public hearing.

Ordinances - Second Reading and Public Hearing

6. Ordinance 2011-33, Providing for Codification of Ordinances Upon Adoption

Ordinance 2011-33 was developed to provide for codification of ordinances upon adoption rather than the current practice of codification through supplements. Codification upon adoption would provide a timelier update to the on-line version of the Town Code. Ordinance 2011-33 was forwarded from the October 20, 2011 Regular Workshop Meeting for first reading. Recommended Action: Pending discussion, forward Ordinance 2011-33 to the December 5, 2011 Regular Meeting for second reading and public hearing.

7. Ordinance 2011-34, Budget Amendment for the Purchase of Property located at 4110 Gulf of Mexico Drive

At the November 7, 2011, Regular Meeting, the Town Commission approved the purchase of property located at 4110 Gulf of Mexico Drive (adjacent to Bayfront Park Recreation Center). At the November 17, 2011, Special Meeting, the Town Commission held first reading and forwarded Ordinance 2011-35 to the December 5, 2011, Regular Meeting for second reading and public hearing to provide for the necessary budget amendment to transfer the funds out of the Town's Land Acquisition Fund for the agreed upon purchase price of \$452,500.00 and any additional closing costs that may be applicable to the purchase. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2011-34.

8. Ordinance 2011-35, Budget Transfer

At the November 17, 2011, Special Meeting, the Town Commission held first reading and forwarded Ordinance 2011-35 to the December 5, 2011, Regular Meeting for second reading and public hearing. The Town Commission authorized a Request for Proposal (RFP) for a consultant to develop a prospectus for a new Community Center at the Bayfront Park Recreation Center/Albritton Property. The adopted budget included \$10,000.00 for the project. Ordinance 2011-35 provides for the transfer of \$15,000.00 to fund the contract with the consultant in an amount not to exceed \$25,000.00. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2011-35.

Resolutions

9. Resolution 2011-36, Reversing a Budget Transfer Relating to the Town Match for the Previous Town Managers Salary Savings Account Contribution

The Town Commission approved a severance agreement with the previous Town Manager, Bruce St. Denis, which precluded any additional benefit outside of the severance agreement. Mr. St. Denis contributed monies to his ICMA 401K account which resulted in a Town matching contribution of \$10,365.97, in error. The Town Commission passed Resolution 2011-34 at the

Special Meeting on November 17, 2011 to cover the payment. Resolution 2011-36 reverses the budget transfer. Recommended Action: Pending discussion, pass Resolution 2011-36.

10. Resolution 2011-35, Utility Uncollectable Debt Write-off

Resolution 2011-35 provides approval for the Finance Department to write off the outstanding balances as described in Exhibit A and to prepare the necessary entries to the General Ledger. Recommended Action: Pending discussion, pass Resolution 2011-35.

New Business

11. Appointment to the Metropolitan Planning Organization Citizens' Advisory Committee

The Commission will consider an appointment to the Metropolitan Planning Organization Citizens' Advisory Committee (MPOCAC). Recommended Action: Pending discussion, appointment of member to the MPOCAC.

12. Representation on the Southwest Florida Regional Planning Council (SWFRPC)

The Sarasota Board of County Commissioners recently discussed and approved Sarasota County representation on the Southwest Florida Regional Planning Council (SWFRPC) to include two County representatives and representatives for the Cities of North Port, Sarasota, and Venice. At the time of their action, representation for the Town had not been discussed however, the County has indicated they intend to discuss the issue with the Town Commission. This item is placed on the December 5, 2011, Agenda for Commission consideration and determination on the Town's representation on the SWFRPC. Recommended Action: Pending discussion, provide direction to Manager.

Town Commission Comments

Town Attorney Comments

Town Manager Comments

Press to be Heard

Adjournment

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Fla. Stat.).

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing a special accommodation to participate in this proceeding should contact the Town Clerk's office at 941-316-1999 forty-eight (48) hours in advance of this proceeding. If you are hearing impaired, please call 941-373-7002.