



***This meeting will be live-streamed via the Town's website.
Audio available on website within 48 hours.***

Town of Longboat Key Town Commission

**Town Hall
501 Bay Isles Road
Longboat Key, FL 34228
(941) 316-1999**

WWW.LONGBOATKEY.ORG

- AGENDA - REGULAR WORKSHOP MEETING

1:00 PM

October 21, 2013

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

Public to be Heard

1. 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.

Committee Reports and Communications

2. Manatee County Special Liaison Report
3. Sarasota County Special Liaison Report
4. Other Reports
5. Employee Service Award – James Linkogle, Public Works – 15 Years of Service

Consent Items for Consideration of the Town Commission

6. Confirmation of Continued Support of Longboat Key Kiwanis Club Gourmet Lawn Party

At the November 5, 2012 Regular Meeting the Town Commission reaffirmed the Town's support of this annual charitable fund raising event. The Town has traditionally assisted the organizers by providing limited staffing of Public Works employees for the set-up and delivery of tents and small generators. This item is placed on the Consent Agenda for the Commission to consider continuation of their support. Recommended Action: Approval of the Consent Agenda will forward this item to the November 4, 2013 Regular Meeting for formal action.

7. Proposed Resolution 2013-34, Relating to the Marketing and Sale of Candy Flavored Tobacco Products by Businesses on Longboat Key

At the October 7, 2013, Regular Meeting Students Working Against Tobacco presented a video depicting tobacco companies' marketing efforts to promote candy flavored tobacco product use in youth markets. The Town Commission directed staff to develop a resolution expressing support for a ban of candy flavored tobacco products. Recommended Action: Approval of the Consent Agenda will forward Resolution 2013-34 to the November 4, 2013 Regular Meeting for formal action.

The purpose of the "Workshop Consent Agenda", like the Regular Meeting Consent Agenda, is to expedite those items on an agenda that appear to be of a routine nature. The reason for incorporating items under the Workshop Consent Agenda is to meet the Town Code requirement of having all items presented in a Workshop meeting before scheduling for approval in a formal meeting. Any item on the Consent Agenda can be removed and placed on the Workshop Agenda by any member of the Town Commission or by the Town Manager. All items remaining on the Consent Agenda will be declared by the Mayor as approved for scheduling on a subsequent formal meeting for discussion and action.

Discussion Items for Consideration of the Town Commission

8. Colony Update on Compliance with Resolution 2012-07

On September 13, 2013 The Town Manager invited the Colony Association to provide a brief status report at the October 21, 2013 Regular Workshop Meeting. The presentation will give the various Colony interests an opportunity to explain progress toward compliance with Resolution 2012-07. Recommended Action: Pending discussion, provide direction to Manager.

9. Proposed Interlocal Agreement with University of Florida for Planning Services

At the October 7, 2013 Regular Meeting the Town Manager advised he would forward an interlocal agreement to the October 21, 2013 Regular Workshop Meeting for Commission consideration. The agreement would provide for the Town to utilize University of Florida planning expertise on an as needed basis. Recommended Action: Pending discussion, provide direction to Manager.

10. Request for Termination of Permanent Beach Restoration Easements

On September 6, 2013 the Town Manager received a request for termination of a permanent beach easement granted to the Longboat Key Beach Erosion Control District A. The corresponding easement issued to the Town was terminated on April 26, 2002. The title insurance underwriter who is processing documents associated with the pending sale of the property requires termination of the second permanent beach easement held by the Town. Recommended Action: Pending discussion, provide direction to Manager.

11. Proposed Ordinance 2013-31, Amending Chapter 74, Parking Schedules

At the May 3, 2010 Regular Meeting the Town Commission formally adopted a no-parking zone at the ingress/egress of Town Hall. Due to increased parking on the North and South sides of Bay Isles Road during early voting and election season and associated pedestrian hazards, additional parking restrictions are recommended. Proposed Ordinance 2013-31 provides for extension of the no-parking zones during the month of March. Recommended Action: Pending discussion, provide direction to Manager.

12. Proposed Ordinance 2013-33, Amending the FY 2012-2013 Budget to Provide for Year End Reconciliation

The Town Charter states that if during the fiscal year the Town Manager certifies there are available for appropriation revenues in excess of those estimated in the budget, the Town Commission, by ordinance, may make supplemental appropriations for the year up to the amount of such excess. Proposed Ordinance 2013-33, provides for a budget amendment to appropriate revenues in excess of those estimated in the FY 2012-2013 Budget. Recommended Action: Pending discussion, forward Ordinance 2013-33 to the November 4, 2013 Regular Meeting for first reading and public hearing.

13. Proposed Resolution 2013-32, Budget Transfers for FY 2012-2013 Year End Reconciliation

The Town Charter requires that sufficient budgets are available in each General Ledger account to cover expenditures charged to the account. Each year staff prepares the required budget transfer documentation to balance surplus accounts and those with shortfalls. Proposed Resolution 2013-32, provides a complete listing of recommended transfers for individual accounts, as well as the reason for surplus or shortfall, and is presented for Commission consideration at the October 21, 2013 Regular Workshop Meeting. Recommended Action: Pending discussion, forward Resolution 2013-32 to the November 4, 2013 Regular Meeting for formal action.

14. Proposed Resolution 2013-35, Establishing a Fund Balance Policy

At their July 10, 2013 Meeting the Town's Investment Advisory/Finance Committee held discussion regarding development and adoption of a Fund Balance Policy. Resolution 2013-35, providing for establishment of a Fund Balance Policy, is placed on the October 21, 2013 Regular Workshop Meeting for Commission consideration. Recommended Action: Pending discussion, provide direction to Manager.

15. Proposed Resolution 2013-36, Budget Transfer in the Amount of \$25,000 from Commission Contingency for Planning Services Related to Urban Land Institute (ULI) Follow-up

The Town has engaged ULI to provide consulting services for the Town's Planning & Zoning Department. In order to providing funding for implementation of the findings and recommendations, the Town Commission will consider a budget transfer in the amount of \$25,000 at their October 21, 2013 Regular Workshop Meeting. Recommended Action: Pending discussion, provide direction to Manager.

16. Discussion Regarding Fiscal Year 2013-2014 Holiday Schedule

Each year the Town Commission approves a list of scheduled holidays in accordance with the Town's Personnel rules and Regulations and Resolution 99-19, which provides for one additional holiday. At the October 7, 2013 Regular Meeting the Town Commission requested staff to evaluate an option for designated "floating" holidays to provide employees more latitude for holiday observances. Recommended Action: Pending discussion, provide direction to Manager.

17. Proposed 2014 Town Commission Meeting Schedule

Each year the Town Commission establishes their annual meeting schedule for the upcoming calendar year. The proposed 2014 Town Commission Meeting Schedule is being forwarded for consideration at the October 21, 2013 Regular Workshop Meeting. 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.