



***This meeting will be live-streamed via the Town's website***

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

[WWW.LONGBOATKEY.ORG](http://WWW.LONGBOATKEY.ORG)

## **- AGENDA - REGULAR WORKSHOP MEETING**

1:00 PM

October 19, 2015

### 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.
- Audience members wishing to speak must be recognized by the Chair.
- Speaking without being recognized will be considered as "Out of Order".

### **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. Manasota League of Cities Report
5. Other Reports
6. Sarasota County Property Appraiser Bill Furst

### **Consent Items for Consideration of the Town Commission**

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

At the November 3, 2014 Regular Meeting the Town Commission reaffirmed the Town's support of this annual charitable fund raising event. The Town has traditionally assisted the Longboat Key Kiwanis Club organizers by providing limited staffing of Public Works employees for the delivery and set-up of tents and small generators. This item is placed on the Consent Agenda for the Commission to consider continuation of their annual support. Recommended Action: Approval of the Consent Agenda will forward this item to the November 2, 2015 Regular Meeting for formal action.

#### 8. Review and Approval of Engagement of Special Counsel Pursuant to Town Charter Requirements

Charter requirements (Article VI, Section 2) provide for Town Commission approval for engagement of Assistant Town Attorneys. The Town Attorney is seeking authorization for (1) engagement of Charlie Bailey for Code Enforcement Board training, and (2) engagement of Bryant Miller & Olive to defend against a certain Elections law complaint. This item is placed on the October 19, 2015 Regular Workshop Meeting Consent Agenda for Commission consideration. Recommended Action: Approval of the Consent Agenda will forward this item to the November 2, 2015 Regular Meeting Consent Agenda for formal action.

Jack Duncan, Mayor; Terry Gans, Vice-Mayor;  
Lynn Larson, District 1; Jack Daly, District 4; Pat Zunz, District 5;  
Phill Younger, At-Large; Irwin Pastor, At-Large

## 9. Proposed Ordinance 2015-19, Establishing the Dates for the 2016 Preliminary and General Municipal Elections and the Early Voting Schedule

The Town's Charter establishes the date for the Town's General Election as the third Tuesday in March and as such will be held on March 15, 2016 which coincides with the Presidential Primary. If required, a Preliminary Election would be scheduled on the last Tuesday in January (January 26). Town Code Chapter 36, Elections provides for early voting however, due to the Presidential Primary, the Supervisor of Elections Offices have indicated that Early Voting will be conducted at the mainland offices only. Proposed Ordinance 2015-19 provides for the Town's General Municipal Election dates, and is presented for Commission consideration at the October 19, 2015 Regular Workshop Meeting. Recommended Action: Approval of the Consent Agenda will forward Ordinance 2015-19 to the November 2, 2015 Regular Meeting for first reading.

*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

## 10. Request for Concurrence for Consolidated Retirement System Board of Trustees Investment Policy Statement

Pursuant to Ordinance 2014-26, the Consolidated Retirement System Board of Trustees have considered and forwarded their proposed Investment Policy Statement (IPS) for Commission consideration and concurrence. Pending Commission formal action at the November 2, 2015 Regular Meeting this IPS will become effective November 13, 2015. Recommended Action: Pending discussion, forward the Consolidated Retirement System Investment Policy Statement to the November 2, 2015 Regular Meeting for formal action.

## 11. Proposed Resolution 2015-25, General Fund Budget Transfers for Fiscal Year 2014-2015 Year End Reconciliation

Town Charter requires that sufficient budgets are available in each General Ledger account to cover eligible expenditures. The Town Manager has the authority to transfer up to \$10,000 within a department program, however the Town Commission must authorize, by resolution, transfers exceeding \$10,000 and transfers across departments. Proposed Resolution 2015-25 provides preliminary estimates of the necessary transfers within the General Fund for compliance with the Town Charter. Attachment A provides details for each required transfer. Recommended Action: Pending discussion, forward Resolution 2015-25 to the November 2, 2015 Regular Meeting for formal action.

## 12. Proposed Resolution 2015-26, Utility Fund Budget Transfers for Fiscal Year 2014-2015 Year End Reconciliation

Town Charter requires that sufficient budgets are available in each General Ledger account to cover eligible expenditures. The Town Manager has the authority to transfer up to \$10,000 within a department program, however the Town Commission must authorize, by resolution, transfers exceeding \$10,000 and transfers across departments. Proposed Resolution 2015-26 provides preliminary estimates of the necessary transfers within the Utility Fund for compliance with the Town Charter. Attachment A provides details for each required transfer. Recommended Action: Pending discussion, forward Resolution 2015-26 to the November 2, 2015 Regular Meeting for formal action.

## 13. Succession Discussion

This item is placed on the October 19, 2015 Regular Workshop Meeting for Commission discussion purposes. Recommended Action: Pending discussion, provide direction to Manager.

### Town Commission Comments

<b>Town Attorney Comments</b>
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<b>Town Manager Comments</b>
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<b>Press to be Heard</b>
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<b>Adjournment</b>
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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 941-373-7022.