

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

**- AGENDA -**  
**REGULAR MEETING**

7:00 PM

December 7, 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.

**Approval of Minutes**

2. November 2, 2015 Regular Meeting; November 9, 2015 Regular Workshop Meeting; and November 9, 2015 Special Meeting Minutes

**Committee Reports and Communications**

3. Manatee County Special Liaison Report
4. Sarasota County Special Liaison Report
5. ManaSota League of Cities Report
6. Other Reports – Certificates of Recognition for the Town's 60<sup>th</sup> Anniversary

**Closing and Action on Consent Agenda**

7. Amended Interlocal Agreement with Sarasota County to Provide for Collection and Use of Mobility Fees

Sarasota County has adopted Ordinance 2015-051, providing for collection and use of mobility fees which goes into effect on January 1, 2016. The mobility fees collected can only be spent on multi-modal improvements within the district in which they are collected. In order to opt-in, the Town must enter into an amended Interlocal Agreement with Sarasota County regarding collection of mobility fees prior to the effective date of the Mobility Fee Ordinance. The Interlocal Agreement was approved by the Town Commission at the November 2, 2015 Regular Meeting and forwarded to the Sarasota County Commission for formal action. The Interlocal Agreement was amended to correct an error in the document and approved by the Sarasota County Board of County Commissioners. The amended Interlocal Agreement is placed on the December 7, 2015 Regular Meeting for ratification by the Town Commission. Recommended Action: Approval of the consent agenda will authorize Mayor to execute Interlocal Agreement with Sarasota County for collection and use of mobility fees.

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

The purpose of the Consent Agenda is to expedite those items on an agenda that appear to be of a routine nature. Any item on the Consent Agenda can be removed from the Consent Agenda and placed on the Regular Agenda by any member of the Town Commission without having to make a motion, receive a second, or submit to a vote; otherwise, all items on the Consent Agenda are voted upon in their totality by one action (motion, second and vote) and are not subject to discussion. A vote in the affirmative on the Consent Agenda is a vote of confirmation to the action noted in each item.

### **Ordinances - First Reading**

#### **8. Ordinance 2015-29, Pass-Through of Manatee County Utility Rate Increase**

On November 18, 2014, the Manatee County Board of County Commissioners passed R-14-155 authorizing a wholesale water and wastewater rate increase effective January 1, 2016. Town Commission policy has been to pass through Manatee County rate increases to the Town's utility ratepayers. Staff has prepared proposed Ordinance 2015-29, which provides for the pass-through to become effective corresponding with the Manatee County effective date. Recommended Action: Pending first reading and discussion, forward to January 4, 2016 Regular Meeting for second reading and public hearing.

### **Ordinances - Second Reading and Public Hearing**

#### **9. Ordinance 2015-19, Establishing the Dates for the 2016 General Municipal Election 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. 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. Ordinance 2015-19 provides for the Town's General Municipal Election dates. First reading was held at the November 2, 2015 Regular Meeting and was forwarded to the December 7, 2015 Regular Meeting for second reading and public hearing. Recommended Action: Pending second reading, public hearing and discussion, adopt Ordinance 2015-19.

#### **10. Ordinance 2015-20, Comprehensive Plan Amendment, Existing Infrastructure Element Results Neutral Revisions**

At their June 16, 2015 Regular Meeting the Planning & Zoning (P&Z) Board forwarded Ordinance 2015-20 to the September 21, 2015 Regular Workshop Meeting which was reviewed and forwarded to the October 5, 2015 Regular Meeting for first reading and public hearing. The "results neutral" crosswalk of the various elements of the Comprehensive Plan creates a more user-friendly Comprehensive Plan that is easier to read, understand, and apply. The crosswalk assures that the existing goals, objectives, and policies in the Comprehensive Plan that remain essential to the Town are preserved, while any extraneous content is eliminated. It also delineates strategies for successfully implementing the goals, objectives, and policies. Through the crosswalk effort, the existing goals, objectives, and policies of the Potable Water, Solid Waste, and Wastewater elements of the Plan have been converted into the framework for the new Comprehensive Plan. Following first reading, public hearing and discussion Ordinance 2015-20 was forwarded to the State for review and comment, and is now before the Town Commission for second reading and public hearing. Recommended Action: Pending second reading, public hearing and discussion, adopt Ordinance 2015-20.

#### **11. Ordinance 2015-30, Providing for Funding of Capital Improvements and Essential Services Through Imposition of Special Assessments**

Ordinance 2015-30 was presented for Commission consideration and first reading at the November 9, 2015 Regular Workshop and Special Meeting. The Ordinance provides for the framework for funding capital improvements and essential services through imposition of special assessments. This item was forwarded to the December 7, 2015 Regular Meeting for second reading and public hearing. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2015-30.

**Resolutions**

**12. Resolution 2015-30, Providing for an Initial Assessment for Gulf of Mexico Drive (GMD) Utility Undergrounding Project**

Resolution 2015-30 approves an apportionment methodology for the GMD Project based on Equivalent Benefit Units (EBUs) and describes how the assessment roll will be maintained. It also includes an initial prepayment option for property owners who wish to prepay the assessments prior to issuance of bonds. Recommended Action: Pending discussion, pass Resolution 2015-30.

**13. Resolution 2015-31, Electing to Use Uniform Method of Collecting Non Ad Valorem Assessments**

Resolution 2015-31 expresses the Town's intention to use the tax bill collection method for the undergrounding assessments, commencing with the tax bill mailed in November 2016. The Resolution does not impose any assessments or obligate the Town to impose assessments. Resolution 2015-31 simply provides a mechanism to collect any future imposed assessments by use of the tax bill. Recommended Action: Pending discussion, pass Resolution 2015-31.

**New Business**

**14. Neighborhood Undergrounding**

The Town Manager and consultants will present updated information as requested by the Town Commission at the November 9, 2015 Regular Workshop Meeting and at the Special Meeting which followed. Danny Brannon, Brannon & Gillespie, LLC; Duane Draper and Chris Roe, Bryant, Miller & Olive; and Tara Hollis, Willdan Financial Services, will attend the December 7, 2015 Regular Meeting to assist with the presentation and answer any questions. Recommended Action: Pending discussion, provide direction to Manager

**15. Amendment to Town Manager Contract**

At the November 9, 2015 Regular Workshop Meeting the Commission held discussion regarding the Town Manager's annual performance evaluation. The Commission directed the Town Attorney to draft a Contract Amendment for consideration at the December 7, 2015 Regular Meeting. The contract amendment provides for 15 days additional vacation per year. Recommended Action: Pending discussion, authorize Mayor to execute Contract Amendment.

**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 941-373-7022.