

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR MEETING
JANUARY 7, 2013 - 7:00 P.M.**

Present: Mayor Jim Brown, Vice Mayor David Brenner, Commrs. Jack Duncan, Terry Gans, Lynn Larson, Phill Younger, Pat Zunz

Also Present: Town Manager Dave Bullock, Town Attorney David Persson, Town Clerk Trish Granger

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Brown called the meeting to order at 7:00 p.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida and Commr. Gans led the Pledge of Allegiance.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission - No items were presented.

APPROVAL OF MINUTES

2. September 24, 2012, Regular Workshop Meeting; October 1, 2012, Regular Meeting; October 15, 2012, Regular Workshop Meeting; October 15, 2012, Special Meeting; November 5, 2012, Regular Meeting; November 12, 2012, Regular Workshop Meeting; December 3, 2012, Regular Meeting; December 10, 2012, Regular Workshop Meeting Minutes

Mayor Brown noted the dates of the Minutes to be approved.

Vice Mayor Brenner requested consideration to expand the December 10, 2012, Regular Workshop meeting, Item 7, to include the total estimated cost between \$60 - \$100 million for conversion to underground power lines if the Town elected to install this infrastructure.

Commr. Younger moved to approve the Minutes, as amended. The motion, seconded by Commr. Duncan, carried by a 7-0 voice vote.

COMMITTEE REPORTS AND COMMUNICATIONS - No items were presented.

ORDINANCES - FIRST READING

3. Ordinance 2013-02, Providing for Homestead Exemption of \$50,000 for Qualifying Seniors

At the December 10, 2012 Regular Workshop Meeting the Finance Director reported on recent changes to Florida Statutes Section 196.075(2) providing for an additional Senior Homestead Exemption as a "flat" amount of \$50,000. The current Town Code provides for a \$25,000 exemption which now conflicts with Florida Statutes. Ordinance 2013-02 is placed on the January 7, 2013 Regular Meeting for Commission consideration. Recommended Action: Pending first reading and discussion, forward Ordinance 2013-02 to the January 22, 2013, Special Meeting for second reading and public hearing.

Minutes in draft form and are not official until approved by the Town Commission.

3. Ordinance 2013-02, Providing for Homestead Exemption of \$50,000 for Qualifying Seniors - Continued

Town Clerk Trish Granger placed Ordinance 2013-02 on record for first reading by title only.

Commr. Duncan moved to pass Ordinance 2013-02 on first reading and to forward to the January 22, 2013, Special Meeting for second reading and public hearing. The motion, seconded by Commr. Younger, carried by a 7-0 roll call vote, as follows: Duncan, aye; Younger, aye; Larson, aye; Zunz, aye; Brenner, aye; Gans, aye; Brown, aye.

14. Other Business

Mayor Brown noted attendance of Manatee County Commissioner John Chappie.

4. Ordinance 2013-06, Providing for Additional Homestead Exemption of \$250,000 for Qualifying Low Income Seniors

At the December 10, 2012 Regular Workshop Meeting the Finance Director presented information regarding the recent adoption of Amendment 11 by Florida voters. The Amendment, allowing local governments to grant an additional homestead exemption to qualifying low-income seniors, was approved in the November 6, 2012 General election. The Town Commission directed staff to develop Ordinance 2013-06 for consideration at the January 7, 2013 Regular Meeting. Recommended Action: Pending first reading and discussion, forward Ordinance 2013-06 to the February 4, 2013 Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2013-06 on record for first reading by title only.

Commr. Zunz moved to pass Ordinance 2013-06 on first reading and to forward to the February 4, 2013, Regular Meeting for second reading and public hearing. The motion, seconded by Commr. Larson, carried by a 7-0 roll call vote, as follows: Zunz, aye; Larson, aye; Brenner, aye; Brown, aye; Duncan, aye; Gans, aye; Younger, aye.

5. Ordinance 2013-05, Establishing the Date for the 2013 General Municipal Election and Early Voting Schedule

The Town's Charter establishes the date for the Town's General Municipal Election as the third Tuesday in March but provides for an option to align the Town's election with any other County administered election. Ordinance 2013-05 is placed on the January 7, 2013 Regular Meeting to establish March 12, 2013 as the Town's General Municipal Election date and to establish the early voting schedule. Recommended Action; Pending first reading and discussion, forward Ordinance 2013-05 to the January 22, 2013 Special Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2013-05 on record for first reading by title only.

5. Ordinance 2013-05, Establishing the Date for the 2013 General Municipal Election and Early Voting Schedule - Continued

Commr. Gans moved to pass Ordinance 2013-05 on first reading and to forward to the January 22, 2013, Special Meeting for second reading and public hearing. The motion was seconded by Vice Mayor Brenner.

Town Manager Dave Bullock commented on the proposed revision to the General Election scheduled, advised that if the Ordinance was passed the Statutory Meeting date would be amended to March 19, 2013, and reviewed the options to consider modifying the date of the March Regular Workshop meeting to follow the Statutory Meeting.

Town Clerk Granger advised that Assistant to Town Manager Susan Phillips had reviewed the possible dates to reschedule the March 18, 2013, Regular Workshop. Following comments, Town Manager Bullock advised that the calendar modifications would be forwarded for consideration to the January 22, 2013, Special Meeting for formal action.

There was consensus to amend the March 18, 2013 Regular Workshop Meeting date to March 20, 2013.

Following comments by Commr. Larson on aligning the Town's General Election with the County administered election on March 12, 2013, the motion carried by a 7-0 roll call vote, as follows: Gans, aye; Brenner, aye; Younger, aye; Brown, aye; Larson, aye; Duncan, aye; Zunz, aye.

ORDINANCES - FIRST READING AND PUBLIC HEARING

6. Ordinance 2013-01, Budget Transfer in the Amount of \$25,000 for Street Lighting Modifications Along Gulf of Mexico Drive

Each year during sea turtle nesting season the Town turns off most of the street lights along Gulf of Mexico Drive. Many citizens lodge complaints that public safety is compromised due to darkened intersections and stretches of road and they request that lights be turned on. Staff is conducting a comprehensive review to determine which lights may need modification in order to stay on during future turtle seasons. Proposed Ordinance 2013-01 provides funding to retrofit non-compliant lights prior to May 1, 2013. Recommended Action: Pending first reading, public hearing and discussion, forward Ordinance 2013-01 to the February 4, 2013 Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2013-01 on record by title only for first reading and public hearing.

Commr. Gans moved to pass Ordinance 2013-01. The motion was seconded by Commr. Zunz.

Mayor Brown opened the public hearing.

Ms. Cyndi Seamon, Norton Street, commented on the proposal and requested consideration to turn off as many street lights as possible during nesting season.

6. Ordinance 2013-01, Budget Transfer in the Amount of \$25,000 for Street Lighting Modifications Along Gulf of Mexico Drive - Continued

As no additional individuals wished to speak, Mayor Brown closed the public hearing.

The motion carried by a 7-0 roll call vote, as follows: Gans, aye; Zunz, aye; Duncan, aye; Brown, aye; Brenner, aye; Larson, aye; Younger, aye.

(See Commissioner Comments later this meeting.)

ORDINANCES - SECOND READING AND PUBLIC HEARING

7. Ordinance 2012-23, Amending Chapter 30, Meetings

At the November 5, 2012 Regular Meeting the Town Commission adopted the 2013 Town Commission Meeting Schedule. Ordinance 2012-23, amending Chapter 30 to provide for the change to scheduled workshop meetings was considered at the November 12, 2012 Regular Workshop Meeting and forwarded to the December 3, 2012 Regular Meeting for first reading. Ordinance 2012-23 also incorporates amendments to the agenda material preparation requirements and clarifies addressing the Commission. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2012-23.

Town Clerk Trish Granger placed Ordinance 2012-23 on record by title only for second reading and public hearing.

Commr. Zunz moved to adopt Ordinance 2012-23. The motion was seconded by Commr. Larson.

Mayor Brown opened the public hearing. As no one wished to speak, the public hearing was closed.

The motion carried by a 7-0 roll call vote, as follows: Zunz, aye; Larson, aye; Younger, aye; Duncan, aye; Brenner, aye; Gans, aye; Brown, aye.

RESOLUTIONS

8. Resolution 2013-01, Budget Transfer in the Amount of \$23,000 for Planning Consultant

The Town has contracted with Spikowski Planning Associates to provide consulting services for short term and long term changes to the Town Code. Resolution 2013-01 provides for a budget transfer of \$25,000 from Commission Contingency to replenish the Planning & Zoning Professional Services account. Recommended Action: Pending discussion, pass Resolution 2013-01.

Town Clerk Trish Granger placed Resolution 2013-01 on record by title only.

Commr. Duncan moved to pass Resolution 2013-01. The motion was seconded by Commr. Zunz.

8. Resolution 2013-01, Budget Transfer in the Amount of \$23,000 for Planning Consultant - Continued

Mr. Larry Grossman, St. Judes Drive N., commented on the amount of the budget transfer outlined in Resolution 2013-01 and inquired as to the scope of work to be provided.

Town Manager Dave Bullock commented on the impact of the recent court ruling by Judge Hayworth and reviewed the intent and scope of work to be provided by the vendor and the justification for the services sought.

Following comments, the motion carried by a 7-0 roll call vote, as follows: Duncan, aye; Zunz, aye; Brown, aye; Gans, aye; Younger, aye; Brenner, aye; Larson, aye.

9. Resolution 2013-02, Budget Transfers for FY 2011-2012 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. Resolution 2013-02, 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. Recommended Action: Pending discussion, pass Resolution 2013-02.

Town Clerk Trish Granger placed Resolution 2013-02 on record by title only.

Commr. Zunz moved to pass Resolution 2013-02. The motion was seconded by Commr. Gans.

Upon inquiry, Finance Director Thomas Kelley reviewed the line item transfers outlined in Resolution 2013-02. Mr. Kelley advised that Staff would provide the amount budgeted for fuel costs for the current fiscal year and reviewed the vacation payout policy provided for in the Personnel Rules and Regulations.

Discussion ensued on the option to have a "forced" (use it or lose it) vacation pay-out policy in lieu of the current guidelines.

Following comments, the motion carried by a 7-0 roll call vote, as follows: Zunz, aye; Gans, aye; Younger, aye; Larson, aye; Brenner, aye; Brown, aye; Duncan, aye.

10. Resolution 2013-03, Budget Transfer for Tennis Center in the Amount of \$67,470 for FY 2011-2012 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. Resolution 2013, 03, provides for a budget transfer to bring the Tennis Center budget into compliance and includes a complete listing of recommended transfers for individual accounts within the Tennis Center. Recommended Action: Pending discussion, pass Resolution 2013-03.

10. Resolution 2013-03, Budget Transfer for Tennis Center in the Amount of \$67,470 for FY 2011-2012 Year End Reconciliation - Continued

Town Clerk Trish Granger placed Resolution 2013-03 on record by title only.

Vice Mayor Brenner moved to pass Resolution 2013-03. The motion was seconded by Commr. Duncan.

Upon inquiry, Finance Director Thomas Kelley presented an overview of the budget transfer required for the Tennis Center.

Following comments, the motion carried by a 7-0 roll call vote, as follows: Brenner, aye; Duncan, aye; Gans, aye; Younger, aye; Brown, aye; Larson, aye; Zunz, aye.

11. Resolution 2013-04, Expressing Town Commission Support for Police and Firefighter Pension Reform

At the December 3, 2012 Regular Meeting the Town Commission expressed support for a Resolution formalizing Town Commission support for State-wide police and firefighter pension reform. Resolution 2013-04 is placed on the January 7, 2013 Regular Meeting for Commission consideration. Recommended Action: Pending discussion, pass Resolution 2013-04.

Town Clerk Trish Granger placed Resolution 2013-04 on record by title only.

Commr. Younger moved to pass Resolution 2013-04. The motion, seconded by Commr. Zunz, carried by a 7-0 roll call vote, as follows: Younger, aye; Zunz, aye; Gans, aye; Larson, aye; Duncan, aye; Brenner, aye; Brown, aye.

12. Resolution 2013-05, Budget Transfer in the Amount of \$100,000 from Commission Contingency for Planning Consultant

At the February 16, 2012 Regular Workshop Meeting the Town Commission discussed the process for review and amendments to the Town's Zoning Code and Comprehensive Plan. Staff was directed to work with the Planning & Zoning Board, as well as others to develop and issue a RFP for Planning Consultants. On December 14, 2012 a Selection Committee evaluated two proposers. Prior to award of contract, adequate funds must be in place. Resolution 2013-05 provides for a budget transfer to establish funding for a Planning Consultant. Recommended Action: Pending discussion, pass Resolution 2013-05.

Town Clerk Trish Granger placed Resolution 2013-05 on record by title only.

Commr. Zunz moved to pass Resolution 2013-05. The motion was seconded by Commr. Younger.

Town Manager Dave Bullock commented on the status of the RFP selection and noted Staff was not prepared to make a final recommendation. Discussion ensued with Town Manager Bullock on the following topics/issues:

12. Resolution 2013-05, Budget Transfer in the Amount of \$100,000 from Commission Contingency for Planning Consultant - Continued

- options to seek additional information
- process to select successful vendor
- items to be considered at the January 22, 2013, Regular Workshop meeting
- issues raised with vendors and clarifications requested.

Following comments, the motion carried by a 7-0 roll call vote, as follows: Zunz, aye; Younger, aye; Duncan, aye; Brenner, aye; Brown, aye; Gans, aye; Larson, aye.

NEW BUSINESS

13. Ratification of Contract Between the Town of Longboat Key and International Association of Firefighters (IAFF) Local 2546

The Town Commission will consider ratification of the proposed Contract between the Town and the IAFF Local 2546. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Mayor Brown, Town Manager Dave Bullock presented a status of the proposed Contract with the IAFF.

TOWN COMMISSION COMMENTS

A. Public Works

Vice Mayor Brenner noted a fatal accident due to poor lighting on Gulf of Mexico Drive and the impact of turning off street lights during turtle season (see Item 6 earlier this meeting). Discussions were held on the following topics/issues:

- areas on Gulf of Mexico Drive that are very dark/consideration for the safety of people
- safety concerns with darkening the street lights
- opportunity for Sea Turtle representatives to work with Staff during the comprehensive review of the lighting issue and the impact to turtle nesting season
- scheduled review of the street lights beginning after dark on January 16, 2013, along the beach and Gulf of Mexico Drive
- consideration to review the entire island for areas that have been expressed to be dark for possible lighting improvements
- the shielding of lights during sea turtle season/areas of concern where additional lights could be utilized
- the upcoming pedestrian safety review to be conducted by Florida Department of Transportation
- the need to balance safety issues for the residents/visitors and comply with legislation to protect the wildlife.

TOWN ATTORNEY COMMENTS - No items were presented.

TOWN MANAGER COMMENTS

A. Town Manager

Town Manager Dave Bullock advised that he had intended to provide an overview of a list of initiatives that Staff is working on and noted he would present the items during the January 22, 2013, Regular Workshop Meeting.

B. Planning, Zoning, and Building Department

Town Manager Dave Bullock commented on the requirements in the Town Code pertaining to authorization for the Planning and Zoning (P&Z) Board to hold public hearings and requested Commission authorization to prepare and schedule a public hearing before the P&Z Board relating to Code provisions on the allocation of tourist/tourism units.

Commr. Larson moved to authorize the P&Z Board to hold public hearings on consideration on the allocation of tourism units. The motion, seconded by Commr. Younger, carried by a 7-0 roll call vote, as follows: Larson, aye; Younger, aye; Brenner, aye; Brown, aye; Duncan, aye; Zunz, aye; Gans, aye.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Brown adjourned the January 7, 2013, Regular Meeting at 8:07 p.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

Minutes in draft form and are not official until approved by the Town Commission.

**MINUTES
LONGBOAT KEY TOWN COMMISSION
CONVOCATION of GOVERNMENTS
JOINT MEETING - JANUARY 18, 2013
INTERLOCAL AGREEMENT FOR PUBLIC SCHOOL FACILITY PLANNING
SARASOTA COUNTY TECHNICAL INSTITUTE CONFERENCE CENTER
4748 BENEVA ROAD, SARASOTA, FLORIDA
January 18, 2013 -- 9:15 AM**

Town of Longboat Key

Present: Mayor Jim Brown, Vice Mayor Dave Brenner, Commrs. Lynn Larson and Phillip Younger

Also Present: Town Manager Dave Bullock, Assistant Town Manager Ann Ross, Town Clerk Trish Granger

Not Present: Commrs. Jack Duncan, Terry Gans, and Patricia Zunz

Note: The Town Commission participated in the Sarasota County School Board Convocation of Governments meeting with members of the following governmental entities: Sarasota County School Board, Sarasota County Commission, Cities of: North Port, Sarasota, and Venice.

1. Welcome / Introductions

2. Convocation Goals and Agenda

Sarasota County School Board Chair Jane Goodwin gave opening remarks and provided an overview of the meeting schedule.

Sarasota County Commr. Barbetta requested the opportunity to speak following the Public Comment session.

3. Workforce Development

Dr. Todd Bowden, Executive Director, Sarasota County Schools of Career, Technical, and Adult Education provided a historical review of the development of the school programs held at the Sarasota County Technical Institute (SCTI).

Dr. Bowden gave a PowerPoint presentation entitled "Career, Technical, and Adult Education" on the workforce development programs offered through the Sarasota County School system.

Upon inquiry, Dr. Bowden commented on the development of a manufacturing program at SCTI and opportunities/challenges for expanding workforce training programs.

Individual comments followed commending the School Board for their proactive response to training inquiries received.

4. Shared Use

Mr. Scott Lempe, Chief Operating Officer of Sarasota County School Board, presented a PowerPoint presentation entitled "Shared Use," reviewed components of the interlocal agreements, provided an overview of the existing shared use facilities throughout the county, and noted the challenges faced in the utilization/establishment of shared use facilities. Discussions were held on the following topics/issues:

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4. Shared Use

- security issues at schools/discussions scheduled at the School Board level
- physical security/access to staff and students
- utilization of the "Raptor" background search system for visitors
- options for increasing shared facilities/constructing new facilities.

6. Open to the Public

A. School Facilities

The following individuals commented on the historic significance of Sarasota High School and the rehabilitation plans of the facility:

Mr. Carl Abbott
Ms. Janet Minker, Sarasota Architectural Foundation
Mr. John Dart

Sarasota County Commr. Barbetta commented on the existing Sarasota County Comprehensive Plan requirements relating to the protection and preservation of historic resources within the County. Individual comments followed on the proposed reconstruction plans for Sarasota High School.

5. Other Business

A. Meeting Schedule

Chair Goodwin commended the participation of the entities present and advised that the next Convocation was tentatively scheduled for January 17, 2014, from 9:00 a.m. to 11:00 a.m., with the location to be determined at a later date.

ADJOURNMENT

Chair Goodwin adjourned the January 18, 2013, Convocation Meeting at 10:57 a.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

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**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP MEETING
JANUARY 22, 2013 - 1:00 P.M.**

Present: Mayor Jim Brown, Vice Mayor David Brenner, Commrs. Jack Duncan, Terry Gans, Lynn Larson, Phill Younger, Pat Zunz

Also: Town Manager Dave Bullock, Town Attorney David Persson, Town Clerk
Present: Trish Granger

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Brown called the meeting to order at 7:00 p.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida and Commr. Zunz led the Pledge of Allegiance.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission - No items were presented.

COMMITTEE REPORTS AND COMMUNICATIONS

2. Manatee County Special Liaison Report - No items were presented.

3. Sarasota County Special Liaison Report

A. Organizations

Commr. Duncan reviewed the discussion held on the Sunshine Law at the recent Manasota League of Cities (MSLC) meeting and advised that MSLC President Tom Jones remains in the hospital and wished him a speedy recovery.

B. Governmental Agencies

Commr. Duncan noted attendance at the Sarasota County Commission meeting pertaining to consideration of revisions to the County's cell tower ordinance and advised of the issues discussed.

4. Other Reports

A. Organizations

Vice Mayor Brenner noted attendance at the Sarasota County Tourist Development Council meeting and reviewed the issues discussed and noted that he would be conferring with the Town Clerk's office in order to provide information on volunteer opportunities throughout the County.

B. Organizations

Vice Mayor Brenner noted that Mr. Tom Aposporos attended the Manatee County Economic Development Corporation on behalf of the Town and reviewed issues discussed.

C. Governmental Agencies

Mayor Brown noted attendance at the Sarasota County School Board Convocation of Governments meeting on January 18, 2013, and reviewed the issues discussed.

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DISCUSSION ITEMS

5. Proposed Ordinance 2012-27, Annual Update to the Capital Improvements Element of the Comprehensive Plan

At their November 20, 2012 meeting, the Planning and Zoning (P&Z) Board recommended approval of Ordinance 2012-27 as written and forwarded to the January 22, 2013 Regular Workshop Meeting for Commission consideration. The Ordinance provides for adoption of the annual update to the Town's Capital Improvements Element of the Comprehensive Plan. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Town Manager Dave Bullock, Planning, Zoning, and Building Department Director Robin Meyer gave a PowerPoint presentation on the annual update to the Town's Capital Improvements Element of the Comprehensive Plan. Discussions were held with Mr. Meyer, Assistant Town Manager Anne Ross, and Town Manager Bullock on the following topics/issues:

- requirements to send to the State for review and comment
- Longboat Pass water main line (under water)/protection against storm damage
- connection of water line to the Cortez Bridge
- vulnerability of line to wave action.

There was consensus to forward Ordinance 2012-27 for first reading and public hearing at the February 4, 2013, Regular Meeting.

6. Proposed Ordinance 2013-07, Amending Chapter 158.180, Distribution of 250 Tourism Units

At the January 15, 2013 Planning & Zoning Board (P&Z) Board Meeting discussion was held regarding amendments to Chapter 158.180, which provides for distribution of 250 tourism units. The P&Z Board forwarded Ordinance 2013-07 to the January 22, 2013 Regular Workshop Meeting for Commission consideration. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Town Manager Dave Bullock and Planning, Zoning, and Building Department Director Robin Meyer, Town Manager Bullock noted the extent of the contract with Mr. Spikowski.

Mr. Bill Spikowski of Spikowski and Associates, Inc., presented an overview of Ordinance 2013-07 amending Chapter 158 of the Town Code. Discussions were held on the following topics/issues:

- determination of "spot" zoning
- identification of "T-6" units and ability for other property owners to request tourism units
- timeframes outlined in the Code pertaining to submission of site plan and complete applications
- page 2 of Ordinance 2013-07, Section (B)(2) to include option to require property owners that merge/co-joining parcels to rezone the property to create a conforming use
- conforming versus non-conforming properties/process for property owners to request additional tourism units

6. Proposed Ordinance 2013-07, Amending Chapter 158.180, Distribution of 250 Tourism Units - Continued

- page 4 of Ordinance 2013-07, Section (E)(2)(a), definition of the term "liner buildings"
- utilization of valet parking/restriction on use for valet parking area
- application of regulations on properties requesting additional tourism units only.

Mr. Gene Jaleski, Cedar Street, commented on the proposed Ordinance.

Mr. Larry Grossman, St. Judes Drive North, noted transmittal of e-mail correspondence on Ordinance 2013-07 and commented on the proposed Ordinance.

Mr. Spikowski commented on the planning process and current Code requirements. Individual comments followed on the voter approval of the Referendum, consideration/impact of postponing the process.

There was consensus to forward Ordinance 2013-07 for first reading and public hearing.

Upon inquiry and following discussion, there was consensus to provide a detailed presentation/overview for the public hearing.

7. Discussion Regarding Selection Process for Town Attorney

At the December 2, 2013 Regular Meeting Town Attorney David Persson announced his resignation as Town Attorney effective no later than June 2013. The Town Manager will outline a proposed selection process for hiring a Town Attorney and seek Commission direction. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock provided an overview of options to consider the hiring of a new Town Attorney. Discussions were held with Town Manager Bullock and Assistant Town Attorney Kelly Fernandez on the following topics/issues:

- in-house versus contract attorney
- existing standards for smaller municipalities (contract services)
- options to contract with Sarasota County for legal services
- options to develop a hybrid program (in-house/contract services combined)
- discussions held with Sarasota County Attorney/process to determine available services
- costs/personnel needed to support an in-house legal staff
- current process for determination of when additional contract attorneys were needed
- anticipated services provided for in-house attorney
- level of expertise needed for the varied duties required to be accomplished by an in-house attorney
- past practice utilizing the Town Attorney services for management issues
- negotiation process for hiring an in-house attorney
- services provided by in-house versus contracted attorney
- existing pool of firms that represent municipal governments

7. Discussion Regarding Selection Process for Town Attorney

- firms specializing in governmental laws/complexity of local government and the need for the ability to utilize a staff of attorneys through a contract firm.

Mr. Gene Jaleski, Cedar Street, commented on the selection process for hiring a new Town Attorney.

Following comments, Town Manager Bullock noted the average range of salaries for Assistant County Attorneys at Sarasota County Government.

There was majority consensus to pursue an outside contract attorney.

Upon inquiry, Town Manager Bullock noted that State law and the Town Code provide governmental entities latitude for procuring legal services, advised of his recommendation to issue a Request For Proposal (RFP) and the subsequent procedures to narrow the respondents to an interview process, and suggested continued discussion of the preferred interview process by the Town Commission at the next Commission meeting.

RECESS: 2:46 p.m. - 2:54 p.m.

8. Discussion Regarding Selection of Planning Consultant

On December 10, 2012 two firms were interviewed for Planning Services for the Town's long-range planning needs, as well as amendments to the Zoning Code and Comprehensive Plan . Staff has continued discussion with both firms to determine if a contract can be reached that addresses the Town's needs. The Town Manager will discuss this effort and seek Commission direction on how to proceed in selection of a Planning Consultant. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock commented on the timeframe for the selection of a Planning Consultant, the steps accomplished to date, and the options to consider in the selection of the applicants that were interviewed. Discussions were held on the following topics/issues:

- options to consider the Urban Land Institute (ULI) and process to interview the firm
- Joint Workshop of the Town Commission and Planning and Zoning (P&Z) Board with ULI present
- option to modify the RFP (Request For Proposal) process and reissue simultaneously
- services provided by ULI.

Mr. Gene Jaleski, Cedars Street, advised that he had no comments.

Mr. Larry Grossman, St. Judes Drive North, commented on the RFP that was issued and the varied components of the Scope of Work outlined.

Ms. B.J. Webb, Chair of the P&Z Board, concurred with a Joint Meeting and opined of the necessity to proceed with the revisions to the Zoning Code and Comprehensive Plan.

8. Discussion Regarding Selection of Planning Consultant

There was consensus to direct the Town Manager to contact ULI regarding their participation in the process.

Upon inquiry, Town Manager Bullock confirmed that he is abiding by the Town Procurement Code in the current process and advised of the timeframe for consideration/scheduling the discussion with ULI.

PUBLIC TO BE HEARD

9. Opportunity for Public to Address Town Commission

Section 30.01.1(B) provides that when the Town Commission conducts a Workshop Meeting wherein a Special Meeting immediately follows, the floor shall be opened for the public to be heard at the conclusion of the Workshop Meeting.

A. Public Works

Mr. Samir Ragheb, Bayside Drive, commented on previous consideration of dogs on the beach and options to support the maintenance of the beach through increased licensing fees for dogs,

Town Manager Dave Bullock requested consideration to postpone the discussion of dogs on the beach until April 2013, without objection.

B. Organizations

Mr. John Wild, representing the Longboat Key Kiwanis Club, provided an overview of the success of the annual Garden Party, noted the donations made to local entities, invited Commissioners to participate in the Kiwanis Valentine's night event (February 14, 2013), and offered an open invitation for Commissioners to attend the regular Kiwanis meetings every Thursday morning at 7:30 a.m..

Mr. Wild commended Mr. James Linkogle for his services to the annual Garden Party and the community.

TOWN COMMISSION COMMENTS

A. Organizations

Commr. Duncan noted that the 2013 ManaSota League of Cities (MSLC) Legislative Priorities list has been completed, advised he will be attending the "Fast Fly-In," in Washington D.C., due to the absence of MSLC President Tom Jones.

B. Organizations

Commr. Zunz noted attendance at a meeting with Ms. Mary Solik and Mr. Kevin Barille to receive their input on future Zoning amendments to the telecommunications code and advised that she abstained from talking about cell towers.

TOWN ATTORNEY COMMENTS: No items were presented.

TOWN MANAGER COMMENTS

A. Government Agencies

Town Manager Dave Bullock thanked Congressman Vern Buchanan for his Congressional inquiry into the permit status from the Army Corps of Engineers and advised that a draft permit has been received relating to the beach renourishment.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Brown adjourned the January 22, 2013, Regular Workshop Meeting at 3:31 p.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

Minutes in draft form and are not official until approved by the Town Commission.

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL MEETING
JANUARY 22, 2013 - 3:36 P.M.**

Present: Mayor Jim Brown, Vice Mayor David Brenner, Commrs. Jack Duncan, Terry Gans, Lynn Larson, Phill Younger, Pat Zunz

Also: Town Manager Dave Bullock, Town Attorney David Persson, Town Clerk
Present: Trish Granger

CALL TO ORDER

Mayor Brown called the Special Meeting to order at 3:36 p.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

ORDINANCES - SECOND READING AND PUBLIC HEARING

1. Ordinance 2013-02, Providing for Homestead Exemption of \$50,000 for Qualifying Seniors

At the December 10, 2012 Regular Workshop Meeting the Finance Director reported on recent changes to Florida Statutes Section 196.075(2) providing for an additional Senior Homestead Exemption as a "flat" amount of \$50,000. The current Town Code provides for a \$25,000 exemption which now conflicts with Florida Statutes. Ordinance 2013-02 was forwarded from the January 7, 2013 Regular Meeting for second reading, public hearing, and discussion. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2013-02.

Town Clerk Trish Granger placed Ordinance 2013-02 on record for second reading and public hearing by title only.

Commr. Zunz moved to adopt Ordinance 2013-02. The motion was seconded by Commr. Gans.

Mayor Brown opened the public hearing. As no one wished to be heard, the public hearing was closed.

Following comments, the motion carried by a 7-0 roll call vote, as follows: Zunz, aye; Gans, aye; Younger, aye; Larson, aye; Brenner, aye; Brown, aye; Duncan, aye.

2. Ordinance 2013-05, Establishing the Date for the 2013 General Municipal Election and Early Voting Schedule

The Town's Charter establishes the date for the Town's General Municipal Election as the third Tuesday in March but provides for an option to align the Town's election with any other County administered election. Ordinance 2013-05 was forwarded from the January 7, 2013, Regular Meeting to establish March 12, 2013, as the Town's General Municipal Election and to establish the early voting schedule, ballot layout, and authorization for the required advertising. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2013-05.

Minutes in draft form and are not official until approved by the Town Commission.

2. Ordinance 2013-05, Establishing the Date for the 2013 General Municipal Election and Early Voting Schedule - Continued

Town Clerk Trish Granger placed Ordinance 2013-05 on record for second reading and public hearing by title only.

Commr. Larson moved to adopt Ordinance 2013-05. The motion was seconded by Commr. Zunz.

Mayor Brown opened the public hearing. As no one wished to be heard, the public hearing was closed.

Following comments, the motion carried by a 7-0 roll call vote, as follows: Larson, aye; Zunz, aye; Younger, aye; Duncan, aye; Brenner, aye; Gans, aye; Brown, aye.

NEW BUSINESS

3. Confirmation of March 20, 2013, as Regular Workshop Meeting Date

At the January 22, 2013 Special Meeting the Commission confirmed March 12, 2013 as the 2013 General Municipal Election date and established an early voting schedule. The Statutory Meeting is scheduled for March 19, 2013 for certification of election results and to administer the Oath of Office to newly seated Commissioners. The Town Commission elected to move the March Workshop Meeting date from March 18, to March 20, 2013 in order for newly seated Commissioners to participate in the Regular Workshop discussion. Recommended Action: Pending discussion, confirm March 20, 2013 as the March Regular Workshop Meeting date.

Town Manager Dave Bullock noted Commission action at the January 7, 2013, Regular Meeting and requested confirmation to amend the date of the March 2013 Town Commission Regular Workshop to reflect March 20, 2013.

Commr. Duncan moved to change the date of the March 2013 Regular Workshop Meeting to reflect March 20, 2013. The motion, seconded by Commr. Younger, carried by a 7-0 roll call vote, as follows: Duncan, aye; Younger, aye; Gans, aye; Brown, aye; Zunz, aye; Larson, aye; Brenner, aye.

4. Ratification of Contract Between the Town of Longboat Key and International Association of Firefighters (IAFF) Local 2546 and Related Pension Issues

If the proposed contract has been ratified by the Union the Town Commission will consider ratification of the proposed Contract between the Town and the IAFF Local 2546. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock reviewed the proposed contract between the Town and the IAFF to be considered for ratification.

Vice Mayor Brenner moved to ratify the contract between the Town of Longboat Key and the International Association of Firefighters Local 2546. The motion, seconded by Commr. Larson, carried by a 7-0 roll call vote, as follows: Brenner, aye; Larson, aye; Younger, aye; Brown, aye; Gans, aye; Zunz, aye; Duncan, aye.

4. Ratification of Contract Between the Town of Longboat Key and International Association of Firefighters (IAFF) Local 2546 and Related Pension Issues - Continued
Vice Mayor Brenner commended Town Manager Bullock for his leadership in the contract negotiation process. Commr. Zunz noted the value of the information and focus provided. Individual comments followed on the successful negotiation process.

ADJOURNMENT

Mayor Brown adjourned the January 22, 2013, Special Meeting at 3:54 p.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

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End of Agenda Item