MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR MEETING
OCTOBER 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 Maggie Mooney-Portale
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. Duncan led the Pledge of Allegiance.

PROCLAMATIONS AND SPECIAL PRESENTATIONS

1. Special Presentation - Students Working Against Tobacco (SWAT)

Ms. Hillary Woodcum, Tobacco Prevention Specialist with the Florida Department of Health in Sarasota County noted students from Sarasota Middle School and Lakewood Ranch High School were in attendance to make the presentation.

Mr. Zachory Raphael and Ms. Lindsey Wheeler discussed the targeting of youth to purchase flavored tobacco products and showed a video made by students against the sale of the candy flavored tobacco.

Ms. Monica Becket, representing SWAT, noted that there are stores on Longboat Key that sell the tobacco flavored products and requested consideration for the Town Commission to adopt a resolution against the sale of flavored tobacco products. Upon inquiry, Ms. Becket noted that the SWAT students were assisted in the development of the video displayed.

Following inquiry, Town Manager Dave Bullock noted that a Resolution could be presented at the October Workshop for Commission consideration.

Ms. Woodcum noted that their research has reflected that most adults are unaware of the products, commented on their availability in Longboat Key stores, and reviewed the student education process in the public schools.

2. Proclamation – National Planning Month, October 2013

Vice Mayor Brenner read and presented the Proclamation for National Planning Month to Planning, Zoning, and Building Department Interim Director Alaina Ray.

Following comments, Ms. Ray thanked the Town Commission for their support.

PUBLIC TO BE HEARD

3. Opportunity for Public to Address Town Commission

A. Manatee County School Board

Mr. Craig Altizer, Juan Anasco Drive, requested consideration for the Town Commission to contact the Manatee County School Board to address the class sizes at Anna Maria Elementary School, noting that he has brought the issue to the School Board without resolution.

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

3. Opportunity for Public to Address Town Commission - Continued

A. Manatee County School Board - Continued
Mayor Brown noted that the Town Commission does not meet regularly with the Manatee County School Board and Vice Mayor Brenner noted an upcoming appointment with Manatee County School Board Superintendent Rick Mills and requested that Mr. Altizer forward the information presented so he could discuss with Superintendent Mills.

B. Planning, Zoning, and Building
Mr. James Armstrong, Gulf of Mexico Drive, noted his interest in serving on the Zoning Board of Adjustment (ZBA) to alleviate delays in scheduling petitions to be considered by the ZBA due to quorum issues.

Mayor Brown inquired and Mr. Armstrong noted that he had submitted an application and was willing to serve as a full or part-time (alternate) member on the ZBA. Mayor Brown noted that the issue relating to ZBA vacancies would be discussed later this meeting.

C. Police Department/Ordinances
Mr. Gene Jaleski, Cedar Street, requested consideration to address the noise pollution related to lawn mowers and yard equipment.

Mayor Brown noted agreement and, following comments, Town Manager Dave Bullock commented on the current noise ordinance and options to consider amendments to the Town Code.

Mayor Brown requested that Staff review existing regulations in place in other communities and report back to the Commission, without objection.

MINUTES APPROVAL
4. September 3, 2013, Attorney-Client Special Meeting; September 3, 2013, Special Workshop Meeting; September 3, 2013, Regular Meeting; September 16, 2013, Regular Workshop Meeting; September 17, 2013 Joint Meeting with Sarasota County; September 23, 2013, Special Workshop; and September 23, 2013, Special Meeting Minutes
Mayor Brown noted amendments to the Minutes submitted by Town Clerk Trish Granger would be incorporated.

Vice Mayor Brenner requested that the Minutes of the September 23, 2013, Special Meeting reflect that the Town Commission had allocated $1,610,075 towards the pension liability, without objection.

There was consensus to approve the Minutes as amended.

COMMITTEE REPORTS AND COMMUNICATIONS

A. Organizations
Commr. Gans noted attendance at the Sarasota County Tourist Development Corporation meeting on September 19, 2013, as the Town's alternate, and reviewed the issues discussed.

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COMMITTEE REPORTS AND COMMUNICATIONS- Continued

B. Government Agencies
Vice Mayor Brenner commented on attendance at the following meetings and reviewed the issues discussed:

- the accomplishments achieved during the Joint Meeting with the Sarasota County Board of County Commissioners relating to the Tourist Development Tax funds
- Manatee County/Bradenton Area Economic Development Corporation meeting
- Manatee County Council of Governments meeting.

CONSENT AGENDA

5. 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. Resolution 99-19 provides that the Town Commission may approve one additional holiday, usually the day before or after Christmas. This year Christmas falls on Wednesday, and as such Town offices will be closed on Wednesday, December 25th. The Manager recommends the additional holiday as Tuesday, December 24th. Recommended Action: Approval of the Consent Agenda will approve the Fiscal Year 2013-2014 Holiday Schedule.

6. Interlocal Agreement with Sarasota County for Monitoring of Municipal Separate Storm Sewer System (MS4) National Pollution Discharge Elimination for Stormwater (NPDES) Permit Conditions and Terms
The NPDES Monitoring Interlocal Agreement with Sarasota County incorporates reimbursement rates to the County for costs incurred for water quality monitoring of stormwater runoff under this permitted program. The new agreement also includes changes in the language to reflect new FDEP monitoring requirements, new time period and increased costs. This item was forwarded from the September 16, 2013 Regular Workshop Meeting for formal action. Recommended Action: Approval of the Consent Agenda will authorize execution of the Interlocal Agreement with Sarasota County.

Commr. Duncan requested that Agenda Item 5 be removed from the Consent Agenda. Mayor Brown noted Item 5 would be considered at the end of the published agenda.

There was consensus to approve Consent Agenda Item 6 in accordance with Staff's report and recommendation.

ORDINANCES - FIRST READING AND PUBLIC HEARING

7. Ordinance 2013-26, Amend the Comprehensive Plan, Telecommunications
At their September 17, 2013 Regular Meeting the Planning & Zoning (P&Z) Board held a public hearing on Ordinance 2013-26, providing for amendments to Policies 1.1.10 and 1.6.4 of the Future Land Use Element and related supplemental data and analysis. The Ordinance was forwarded to the October 7, 2013 Regular Meeting for first reading, public hearing, and discussion. Recommended Action: Pending first reading, public hearing, and discussion, forward to November 4, 2013 Regular Meeting for second reading and public hearing.

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7. Ordinance 2013-26, Amend the Comprehensive Plan, Telecommunications - Continued
Town Clerk Trish Granger placed Ordinance 2013-26 on record for first reading and public hearing by title only.

Vice Mayor Brenner moved to pass Ordinance 2013-26 on first reading and public hearing and to forward to the November 4, 2013, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Gans.

Town Manager Dave Bullock gave an overview on the Comprehensive Plan Process. Planning, Zoning, and Building (PZB) Department Interim Director Alaina Ray gave a PowerPoint presentation on Ordinance 2013-26. Discussions were held with Town Manager Bullock and PZB Interim Director Ray on the following topics/issues:

- consideration of the amendments the Town Commission made at the transmittal stage
- process if the Comprehensive Plan is amended and an application is received prior to Town Code amendments
- application of current Code until Comprehensive Plans become effective
- schedule for submission of Ordinance to effect changes in the Town Code
- time restrictions to adopt a Comprehensive Plan Amendment without consideration or review of proposed Code amendments
- delay in presenting the Code amendments due to staffing changes
- Commission options in consideration of the Ordinance.

Mayor Brown opened the public hearing.

Mr. Gene Jaleski, Cedar Street, gave a PowerPoint presentation and commented on Ordinance 2013-26.

As no others wished to be heard, Mayor Brown closed the public hearing.

Upon inquiry, Town Manager Bullock noted the discussions held with A.T.&T. representatives relating to improvements to their service on the North end of Longboat Key. Discussions were held with Town Manager Bullock on the following topics/issues:

- results of interviews with providers/carriers on options to improve their coverage
- providers who have responded to inquiries
- confirmation that a report will be resubmitted to the Commission on responses to date
- meeting with Verizon and A.T.&T. representatives
- meeting with Mr. Ronald Platt and Mr. Tattersall (consultant for cellular providers)
- roles of the Comprehensive Plan and Town Code.

The motion carried by a 6-1 roll call vote, as follows: Brenner, aye; Gans, aye; Younger, aye; Zunz, aye; Larson, aye; Duncan, no; Brown, aye.

8. Ordinance 2013-30, Amending the Fiscal Year (FY) 2012-2013 Budget to Provide Funds for an Assistant Town Manager and for Paid Accrued Vacation and Medical for Employees that Retired or Entered Deferred Retirement Option Program (DROP)
The Town Commission held first reading and public hearing for adoption of the Fiscal Year (FY) 2013-2014 Recommended Budget at the September 3, 2013 Regular Meeting.

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8. Ordinance 2013-30, Amending the FY 2012-2013 Budget to Provide Funds for an Assistant Town Manager and for Paid Accrued Vacation and Medical for Employees that Retired or Entered DROP - Continued

During the discussion, the Town Manager advised the Commission that a budget amendment for the FY 2012-2013 Adopted Budget would be required to provide funds for the Assistant Town Manager position and for paid accrued vacation and medical costs associated with employees that retired or entered the DROP. Recommended Action: Pending first reading, public hearing and discussion, forward to November 4, 2013 Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2013-30 on record for first reading and public hearing by title only.

Commr. Duncan moved to pass Ordinance 2013-30 and to forward to the November 4, 2013, Regular Meeting, for second reading and public hearing.

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

Town Manager Dave Bullock provided an overview of Ordinance 2013-30.

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

ORDINANCES - SECOND READING AND PUBLIC HEARING

9. Ordinance 2013-29, Temporary Extension of Collection Franchise Agreement with Waste Management

The Town's current franchise agreement with Waste Management expires on December 13, 2013. The Town started the competitive procurement process for a solid waste and recycling franchise collection agreement in September 2013. In order to ensure adequate time to bid, go through the selection process, and negotiate a contract, staff recommends a short extension to the current agreement of no longer than 6 months. Recommended Action: Pending second reading, public hearing and discussion, adopt Ordinance 2013-29.

Town Clerk Trish Granger placed Ordinance 2013-29 on record for second reading and public hearing by title only.

Commr. Zunz moved to adopt Ordinance 2013-29. The motion was seconded by Commr. Younger.

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

Upon inqiury, Town Manager Dave Bullock advised that the bid had been issued and the deadline for responses was October 28, 2013.

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9. Ordinance 2013-29, Temporary Extension of Collection Franchise Agreement with Waste Management - Continued

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

RESOLUTION AND PUBLIC HEARING

10. Resolution 2013-31, Reallocating Phase III Infrastructure Surtax Project Amounts for the Purchase of Police Vehicles and Radio Equipment

Sarasota County Phase III Infrastructure Surtax referendum provides authority for each governing body to reallocate funds for eligible projects by holding a public hearing to modify the infrastructure project list. The purchase of public safety equipment is an eligible use of infrastructure surtax funds. Resolution 2013-31 provides reallocation of funds to purchase police vehicles and radio equipment. Recommended Action: Pending discussion, pass Resolution 2013-31.

Town Clerk Trish Granger placed Resolution 2013-31 on record for public hearing by title only.

Commr. Gans moved to pass Resolution 2013-31. The motion was seconded by Vice Mayor Brenner.

Mayor Brown opened the public hearing.

Mr. Michael Lendrihas, Tarawitt Drive, commented on Resolution 2013-31.

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

Town Manager Dave Bullock noted the intent of the reallocation and the funding sources, advised that Finance Director Sue Smith has completed an audit on Phases I and II of the Infrastructure Surtax and will be presenting a report at a future date, and reviewed the proposed allocation of the funds.

Police Department Captain Frank Rubino gave a PowerPoint presentation on the current police vehicle inventory and replacement schedule. Discussions were held with Town Manager Bullock and Captain Rubino on the following topics/issues:

- current number of vehicles in fleet
- transfer of a retired Police vehicle to the Fire Department
- make/model of vehicles being purchased (SUV versus sedans)
- type of vehicle utilized to move Police boat/need for a heavier-duty vehicle for boat towing and launching
- ability to transfer equipment from vehicle to vehicle in the future
- option to review utilization of hybrid vehicles.

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

RECESS: 8:50 p.m. - 9:00 p.m.

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RESOLUTIONS

11. Resolution 2013-33, Amending Commission Policy Regarding Electronic Meeting Attendance and Participation

At the September 16, 2013 Regular Workshop Meeting the Town Commission held discussion regarding provisions of Resolution 2013-14 which establishes Commission policy regarding electronic meeting attendance and participation. There was consensus to amend the Commission's current policy to clarify levels of participation and ability to vote at specific types of meetings. Recommended Action: Pending discussion, pass Resolution 2013-33.

Town Clerk Trish Granger placed Resolution 2013-33 on record by title only.

Commr. Duncan moved to pass Resolution 2013-33. The motion was seconded by Commr. Zunz.

Town Manager Dave Bullock provided an overview of the proposed amendments to the existing Interactive Electronic Media Technology Policy.

Following comments, Town Attorney Maggie Mooney-Portale commented on the restrictions pertaining to electronic participation for Shade/Attorney-Client meetings.

Subsequent to discussion on the costs associated with an attorney's appearance versus electornic participation and the protection of confidential/exempt information, the motion carried by a 7-0 roll call vote, as follows: Duncan, aye; Zunz, aye; Gans, aye; Younger, aye; Larson, aye; Brenner, aye; Brown, aye.

5. Fiscal Year 2013-2014 Holiday Schedule - Continued

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. Resolution 99-19 provides that the Town Commission may approve one additional holiday, usually the day before or after Christmas. This year Christmas falls on Wednesday, and as such Town offices will be closed on Wednesday, December 25th. The Manager recommends the additional holiday as Tuesday, December 24th. Recommended Action: Approval of the Consent Agenda will approve the Fiscal Year 2013-2014 Holiday Schedule.

Commr. Duncan commented on the lack of recognition of other religious holidays and discussions were held with Town Manager Dave Bullock on the following topics/issues:

- the options to consider floating holidays
- the lack of designation of Veteran's Day as a holiday
- President's Day not recognized by the State of Florida as a legal holiday
- impact to workflow/office schedules if floating holidays were designated
- required negotiations with the Firefighters and Police Officers unions to renegotiate a holiday schedule.

Following comments, Town Manager Bullock advised that Staff would review various options and schedule the issue for discussion at the October Workshop Meeting.

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TOWN COMMISSION COMMENTS

A. Organizations
Vice Mayor Brenner noted receipt of the Florida League of Cities Resolution commending the Florida Association of City Clerk's (FACC) 40th Anniversary and advised that the FACC was holding their educational academy in Sarasota from October 7 through October 10, 2013.

B. Press Publications
Vice Mayor Brenner commented on a recent article in the Longboat Key News and requested that information be provided to the Commission on the identity of Opinion Writer Dan Dowd.

Commr. Larson noted the Town's Civility Policy and requested that the local newspapers provide their Civility Policy to the Town if they have one.

C. Planning, Zoning, and Building Department
Commr. Larson noted a previous request by Mr. Bob Craft relating to property zonings of Town owned property. Town Manager Dave Bullock noted that Staff had prepared a list on the properties and reviewed the process to amend the zoning for Town owned properties.

B. Press Publications - Continued
Commr. Gans commented on the First Amendment rights relating to the press, noting the ability of newspapers to report in any manner they choose.

TOWN ATTORNEY COMMENTS

A. Legislation
Town Attorney Maggie Mooney-Portale commented on a recent e-mail received from Sarasota City Auditor and Clerk Pamela Nadalini and advised the Commission that the recent legislation requiring annual ethics education was for constitutional and State officials and did not apply to municipal officials.

TOWN MANAGER COMMENTS

A. Planning, Zoning, and Building (PZB) Department
Town Manager Dave Bullock commented on the following items:

- options pertaining to the vacancies on the Zoning Board of Adjustment (ZBA)
- the process for appeal of ZBA decisions
- ZBA appointments and attendance requirements
- recent staffing changes in the PZB Department and the intent to develop an Interlocal Agreement with the University of Florida for task-based assignments to assist the Department
- distribution of Urban Land Institute (ULI) Panelist resumes.

B. Governmental Agencies
Town Manager Dave Bullock noted that correspondence from the Mayor was sent thanking the Sarasota County School Board for amending their Special Election date to accommodate the Town's election and to the Sarasota Board of County Commissioners

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TOWN MANAGER COMMENTS - Continued

B. Governmental Agencies - Continued
for including the Town's legislative priority relating to the impact of House Bill (HB) 537 on the Town's Charter.

Town Manager Bullock noted that the Manatee County Legislative Delegation would be meeting on December 4, 2013, advised that the Mayor will make a presentation to the Delegation regarding HB 537, and confirmed that correspondence had been forwarded to the Manatee Board of County Commissioners requesting inclusion of HB 537 on their Legislative Priority list.

PRESS TO BE HEARD

A. Press Publications
Longboat Key News Editor Steve Reid commented on a recent article in the paper written by Mr. Dan Dowd, opining that the First Amendment protects the rights of individuals to express their viewpoints. Upon inquiry, Mr. Reid commented on civility policies, standards of journalism, and facts versus individual opinions.

ADJOURNMENT
Mayor Brown adjourned the October 7, 2013, Regular Meeting at 9:50 p.m.

_____
Trish Granger, Town Clerk

_____
James L. Brown, Mayor

Minutes Approved: _____

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MINUTES
LONGBOAT KEY TOWN COMMISSION
URBAN LAND INSTITUTE WELCOME DINNER
PATTIGEORGE WATERFRONT RESTAURANT
4120 GULF OF MEXICO DRIVE, LONGBOAT KEY, FLORIDA
OCTOBER 20, 2013 – 6:00 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; Planning, Zoning, and Building Department Interim Director Alaina Ray

1. Mayor's Welcome to Urban Land Institute (ULI) Panel Members and Staff
2. Dinner

Mayor Brown noted the purpose of the gathering was to meet and welcome the Urban Land Institute (ULI) panelists and their staff to Longboat Key. Mayor Brown provided an overview of Florida's Sunshine Law and advised that no official public business or action would be taken at the dinner.

Introductions of the ULI Panel Members, ULI Staff, Town Commissioners, Town Staff, and public attendees were made.

Mr. Kamuron Gurol, ULI Panel Chair, provided remarks relating to the panel's purpose.

Mr. Tom Eitler, ULI Vice President of Advisory Services, provided details relating to the schedule for the week.

Commr. Duncan thanked Interim Planning, Zoning, and Building Director Alaina Ray for her work on the Briefing Book provided to the ULI panel.

Mayor Brown reminded Commissioners that no official business could be discussed amongst themselves and noted that the dinner was ready to be served.

3. Mayor's Concluding Remarks

Mayor Brown thanked those in attendance for participating at the dinner, noting that a public reception was scheduled for October 21, 2013 at the Hilton Longboat Key Beachfront Resort, 4711 Gulf of Mexico Drive, Longboat Key, Florida, and that a formal presentation would be made to the Town Commission on October 25, 2013 at 8:30 a.m., to be held at Town Hall in the Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Mayor Brown advised that both the reception and meeting were open to the public and encouraged attendance.

CONCLUSION

The welcome dinner ended at 8:45 p.m.

_____
Trish Granger, Town Clerk

_____
James L. Brown, Mayor

Minutes Approved: _____

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MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP MEETING
OCTOBER 21, 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: 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 1:00 p.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, and Vice Mayor Brenner led the Pledge of Allegiance.

PUBLIC TO BE HEARD

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

A. Organizations
Commr. Zunz noted attendance with Vice Mayor Brenner at the Manatee County Tourist Development Council meeting earlier this date and reviewed the items discussed.

B. Governmental Agencies
Vice Mayor Brenner noted a meeting with Manatee County School Superintendent Rick Mills and reviewed the issues discussed and advised that Commr. Zunz would be attending the Manatee County School Board meetings in the future.

3. Sarasota County Special Liaison Report

A. Legislation
Commr. Duncan commented on the ManaSota League of Cities (MSLC), noted the issues relating to the Communications Services Tax and the Business Tax Receipt program, and advised of the intent of the MSLC to lobby for the retention of the tax programs.

B. Organizations
Vice Mayor Brenner noted attendance and reviewed the items discussed at the Sarasota County Economic Development Corporation meeting.

C. Boards/Committees
Vice Mayor Brenner noted a meeting of the Finance Subcommittee and reviewed the issues discussed.

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COMMITTEE REPORTS AND COMMUNICATIONS - Continued

4. Other Reports

A. Planning, Zoning, and Building

Mayor Brown noted that the Town had engaged the Urban Land Institute (ULI) for a planning study throughout the Town, reviewed the activities undertaken to date, and noted that a Community-wide Public Reception was scheduled for 5:15 p.m. this date and encouraged attendance and participation by Town residents.

5. Employee Service Award

Vice Mayor Brenner read and presented a 15-year Service Award to Public Works Project Manager James Linkogle.

Public Works Director Juan Florensa commented on and thanked Mr. Linkogle for his service to the Town noting that Mr. Linkogle exceeds expectations in fulfilling his job assignments.

Mr. Linkogle thanked the Commission, Town Staff, and his family for their continued support during his career with the Town.

CONSENT ITEMS

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.

Vice Mayor Brenner commented on Resolution 2013-34 and requested that the Chamber be provided with a copy for distribution to their members, without objection.

DISCUSSION ITEMS

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.

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8. Colony Update on Compliance with Resolution 2012-07 - Continued
Following comments by Town Manager Dave Bullock, Assistant Town Manager Anne Ross gave a PowerPoint presentation on the Colony and previous Commission action.

Attorney Jeffrey Warren, representing the Colony Association, provided an overview on the status of on-going litigation between the Colony property owners relating to bankruptcy procedures, the proposed Settlement Agreement, termination of the agreement with JHM for development of the property, and the intent to continue to reach agreement on outstanding issues and resolution of the litigation proceedings. Discussions were held with Attorney Warren and Town Manager Bullock on the following topics/issues:

- required vote of unit Owner's for any future settlements
- communication between the parties, inclusive of "Colony Lenders"
- impact of the foreclosure action on the property
- outparcels (A through D) ownership (swimming pool, tennis courts {middle and front of property} and maintenance building at front of property)
- issues associated with claims relating to the property
- anticipated foreclosure date in December and bankruptcy decision in November
- efforts to work with representatives of Mr. Andy Adams, unit owner
- time constraints in resolving outstanding issues
- lack of vote by unit owners/subject or vote, if one is taken (Settlement Agreement)
- anticipated request for an extension of time relating to the resolution of issues pertaining to the property/time frame for consideration
- efforts to work with Colony Lenders on resolution of issues
- impact of Commission actions on negotiation process
- correspondence received (and submitted) from the Colony Lenders' legal representatives
- role of Town Commission in the action/status of the Colony property.

Mr. Gene Jaleski, Cedar Street, commented on the lack of progress relating to the resolution of Colony issues.

Upon inquiry, Town Attorney David Persson commented on the Court's authority relating to the disposition of assets, the progress achieved to date, and consideration of the entire parcel versus separation of outparcels.

Discussions were held with Attorney Warren on the following topics/issues:

- the parties involved in the litigation
- the jurisdiction of the bankruptcy court
- parties responsible for payment of a settlement.

Town Manager Bullock noted no further report and advised that if a request for an extension was received, it would be presented to the Commission on a future agenda.

RECESS: 2:22 p.m. - 2:30 p.m.

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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.

Town Manager Dave Bullock commented on the proposed Interlocal Agreement between the Town and the University of Florida. Discussions were held on the following topics/issues:

- anticipated costs dependent on the assignment/Scope of Work developed
- individual assigned to oversee the assignments
- historical staffing levels
- goals and objectives in the Vision Plan relating to planning efforts
- intent to supplement staffing and achieve higher level of planning services
- previous level of services provided to other private entities and/or governmental agencies
- option to request specific individuals to perform the services under the agreement
- collaboration with Spikowski and Associates
- flexibility afforded by the proposed Interlocal Agreement.

There was consensus to forward the Interlocal Agreement to the November 4, 2013, Regular Meeting for formal action.

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.

Town Manager Dave Bullock provided a historical overview of previous Town practice to obtain permanent easements for the beach nourishment projects.

There was consensus to forward the request for termination of the Permanent Beach Restoration Easement to the October 21, 2013, Special Meeting for formal action.

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.

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11. Proposed Ordinance 2013-31, Amending Chapter 74, Parking Schedules - Continued
Town Manager Dave Bullock noted the map displayed reflected the proposed parking restrictions during the month of March advising that there was a portion of street parking between Town Hall and the Planning, Zoning, and Building (PZB) Department buildings and advised of the issues encountered during the last election cycle with pedestrian and vehicular traffic safety concerns. Discussions were held with Town Manager Bullock and Town Clerk Trish Granger on the following topics/issues:

- proposed location for vehicles to park
- option to prohibit the parking area between the Town Hall and PZB buildings
- proposed location for voter parking
- option to request that Staff, poll workers, and Commissioners park in other locations in lieu of the Town Hall/PZB parking lot
- option to provide parking on the north side of Bay Isles Road in the vicinity of Bank of America
- safety concerns encountered with parking on both sides of Bay Isles Road during the early voting and election day schedule
- option to request permission from Publix to offer election parking in their lot/Town employee and poll worker parking options
- Florida Statute restrictions on sign placement/Town Code prohibitions on signs in right-of-way and/or on Town owned property
- increased voter participation with the utilization of the "Vote Today" signs
- option to offer valet parking for voters.

Town Manager Bullock requested clarification on Commission direction and discussion ensued on the following topics/issues:

- time limits versus prohibited parking
- option to utilize Publix property for Staff and poll workers during the election period
- utilization of Police Department for traffic/pedestrian issues during the last election cycle
- available Staff parking in the vicinity of the pumping station on Gulf of Mexico Drive
- posting of roadway if parking prohibitions enacted
- identifying Town Hall/PZB lots for voter parking by placing directional signs
- restricting the Town Hall/PZB lots to prohibit the use by candidates for election signs.

Mayor Brown requested consideration for Commission consensus on restricting parking during the election cycle on both sides of Bay Isles Road and to direct Staff to review options to provide parking around the Town Hall complex (Publix lot and/or lot next to Bank of America).

Mr. Gene Jaleski, Cedar Street, commented on the proposed parking restrictions.

Following comments, there was consensus to amend the proposed Ordinance to include the area between Town Hall and the PZB building as a prohibited parking area, to initiate discussion with Publix and other businesses to provide parking for Staff and/or candidates, and to mark ingress/egress to Town Hall/PZB complex identifying availability of voter parking.

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12. Proposed Ordinance 2013-33, Amending the Fiscal Year (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.

Town Manager Dave Bullock provided an overview of the budget amendment to appropriate revenues and upon inquiry, reviewed the allocations for the transactions at the Tennis Center.

Following comments, there was consensus to 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.

Town Manager Dave Bullock provided an overview of the budget transfers outlined in Resolution 2013-32.

There was consensus to 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, Regular Meeting, the Town's Investment Advisory/Finance Subcommittee 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.

Following comments by Town Manager Dave Bullock, Finance Director Sue Smith gave a PowerPoint presentation outlining the establishment of a Fund Balance Policy (FBP) and the requirements of Governmental Accounting Standards Board (GASB) Statement 54. Town Manager Bullock noted the impact to the budget process and Finance Director Smith completed her presentation. Discussions were held on the following topics/issues:

- projected ending Fund Balance for Fiscal Year 2012-2013
- consideration of establishing a FBP by the Finance Subcommittee

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14. Proposed Resolution 2013-35, Establishing a Fund Balance Policy - Continued
There was consensus to forward Resolution 2013-35 to the November 4, 2013, Regular Meeting for formal action.

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 $25,000.00 at their October 21, 2013, Regular Workshop Meeting. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Town Manager Dave Bullock, there was consensus to forward Resolution 2013-36 to the November 4, 2013, Regular Meeting for formal action.

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 before or after Christmas. 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.

Town Manager Dave Bullock commented on the option to provide "floating" holidays in lieu of a designated holiday schedule. Discussions were held with Town Manager Bullock, Assistant Town Manager Anne Ross, and Human Resources Manager Lisa Silvertooth on the following topics/issues:

- utilization of personal days from sick leave accrual hours
- ability to use personal days for non-designated holidays
- ability to earn points towards a paid day off for participation in the Wellness Program
- total number of days employees are eligible to earn during the course of a year in addition to established holidays (two Wellness days)
- benefits of Wellness program resulting in reduced health insurance claims
- number of employees participating in the Wellness Program/days off earned by participants
- days designated/accrual opportunities offered by surrounding governmental entities
- designation of Veteran's Day in lieu of a birthday holiday
- half-day designated for Good Friday
- required negotiations with the two Union organizations to modify holidays designated in the Personnel Rules and Regulations
- option to add Veterans Day and reduce the number of personal days provided
- comparison of private sector vacation/holiday accruals with governmental accruals.

There was majority consensus to delete the birthday holiday and add Veterans Day to the holiday schedule beginning in Fiscal Year 2014-2015.

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16. Discussion Regarding Fiscal Year 2013-2014 Holiday Schedule - Continued
Town Manager Bullock advised of the implementation process to negotiate the modifications with the Firefighters and Police unions, followed by Town-wide implementation beginning with Fiscal Year 2014 and thereafter.

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.

Following comments by Town Manager Dave Bullock, discussion ensued on the option to modify the meeting dates to accommodate holiday travel schedules for Commissioners and Staff. Discussion ensued with Town Manager Bullock on the following topics/issues:

- Staff impact when Commission meeting is scheduled the day following a designated holiday
- option to hold Workshop meetings on days other than a Monday
- the impact on scheduling Workshop meetings if a Regular meeting is rescheduled due to a holiday
- consideration of Budget adoption schedule in September of each year/possible need for Special Meetings for Budget adoption.

There was majority consensus to further review the proposed meeting schedule to consider modifying the date of the September Regular meeting and to discuss other meeting conflicts that may be identified by Staff.

1. Opportunity for Public to Address Town Commission - Continued

A. Planning, Zoning, and Building
Mr. George Spoll, Harbourside Drive, noted that a meeting had been scheduled on the Colony property later this week that was not identified during the Colony discussion.

Town Attorney David Persson advised that previously two Court meetings/hearings were scheduled relating to the Colony property, noted that one had been canceled, and confirmed he would provide the Commission with the information on the remaining meeting/hearing.

TOWN COMMISSION COMMENTS

A. Town Manager
Vice Mayor Brenner noted that Town Manager Dave Bullock was the guest speaker at the Federation of Longboat Key Condominiums meeting over the past weekend and commended his presentation.

TOWN ATTORNEY COMMENTS - No items were presented.

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TOWN MANAGER COMMENTS

A. Governmental Initiative
Town Manager Dave Bullock noted a meeting with Dr. Robert Marbut regarding the Homeless Study Initiative and advised that he will provide a written report on the meeting.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT
Mayor Brown adjourned the October 21, 2013, Regular Workshop Meeting at 3:55 p.m.

_____ _____
Trish Granger, Town Clerk James L. Brown, Mayor

Minutes Approved: _____

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MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL MEETING
OCTOBER 21, 2013 - 4:04 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

Mayor Brown called the Special Meeting to order at 4:04 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

ORDINANCE – FIRST READING AND PUBLIC HEARING

1. Ordinance 2013-27, Amending the Fiscal Year (FY) 2012-2013 Budget Transfer from Road and Bridge Fund to General Fund for Streets Maintenance Costs of $762,000

The FY 2012-2013 Adopted Budget allocated a year end budget transfer to Streets Department Operating Fund from the Road and Bridge Fund of $679,000.00. During the 2013-2014 budget process an additional amount of $83,000.00 was identified. This amount is comprised of staff salaries of $125,000.00 and removing a budgeted trolley subsidy of $42,000.00 that is no longer required. Ordinance 2013-27 amends the 2012-2013 Adopted Budget by transferring $762,000.00 from the Road and Bridge Fund to Streets Department. This item was forwarded from the September 16, 2013, Regular Workshop Meeting for first reading and public hearing. Recommended Action: Pending first reading, public hearing and discussion, forward Ordinance 2013-27 to the November 4, 2013, Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2013-27 on record for first reading and public hearing by title only.

Commr. Larson moved to pass Ordinance 2013-27 on first reading and public hearing and to forward to the November 4, 2013, Regular Meeting for second reading and public hearing. 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.

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

2. Ordinance 2013-28, Budget Transfer in the Amount of $337,814 from the Road and Bridge Fund to Reimburse the Beach Fund for Construction of the North Shore Road Seawall

Due to extreme erosion at the North end of Longboat Key the Town constructed a seawall to protect North Shore Road from additional erosion and exposure to storm vulnerability. This expense was not anticipated nor budgeted for Fiscal Year (FY) 2012-2013. The Road and Bridge Fund is an appropriate funding source for this project. Ordinance 2013-28

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2. Ordinance 2013-28, Budget Transfer in the Amount of $337,814 from the Road and Bridge Fund to Reimburse the Beach Fund for Construction of the North Shore Road Seawall

provides for a budget transfer to reimburse the Beach Fund for this project. This item was forwarded from the September 16, 2013, Regular Workshop Meeting for first reading and public hearing. Recommended Action: Pending first reading, public hearing and discussion, forward Ordinance 2013-28 to the November 4, 2013, Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2013-28 on record for first reading and public hearing by title only.

Commr. Zunz moved to pass Ordinance 2013-28 on first reading and public hearing and to forward to the November 4, 2013, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Younger.

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; Younger, aye; Duncan, aye; Gans, aye; Brenner, aye; Larson, aye; Brown, aye.

NEW BUSINESS

3. Request for Termination of Permanent Beach Restoration Easement

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.

Commr. Duncan moved to authorize the Termination of Permanent Beach Restoration Easement and execution by the Mayor. The motion was seconded by Commr. Gans.

Town Manager Dave Bullock provided an aerial photo of the property and easement under consideration advising that it would terminate the permanent beach easement for the Longboat Key Erosion Control District A. Following inquiry, Town Manager Bullock noted that the permanent beach easement would be terminated but that the existing temporary beach easement would remain in place.

Town Attorney David Persson commented on the impact of easements pertaining to the property sales and reviewed past Commission action terminating permanent beach restoration easements and utilizing temporary easements to allow the required beach restoration work to be accomplished. Town Attorney Persson opined that the temporary easement should not impact the sale of properties and does not impact the Town's ability to access work areas.

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3. Request for Termination of Permanent Beach Restoration Easement - Continued
The motion carried by a 7-0 roll call vote, as follows: Duncan, aye; Gans, aye; Larson, aye; Younger, aye; Brown, aye; Brenner, aye; Zunz, aye.

4. Request for Authorization to Pursue Litigation Regarding HB 537 and Ratification of Engagement of Special Litigation Counsel
At the September 3, 2013, Regular Meeting the Town Attorney advised that Special Litigation Counsel had been engaged to evaluate the legal issues resulting from adoption of HB 537 and its impact on Town Charter provisions regarding density referenda. The Town Attorney will discuss the litigation options recommended by Special Litigation Counsel and seeks specific Commission authorization to initiate (2) separate litigation proceedings relating to density referenda. The Commission will also be asked to ratify the retention and engagement of Special Litigation Counsel in this matter. Recommended Action: Pending discussion, provide direction to Manager and Town Attorney.

Town Manager Dave Bullock noted the Staff report provided background information on House Bill (HB) 537, presented an overview of the action proposed by the Town, and requested formal Commission action on the following issues:

- authorize the filing of an appropriate lawsuit for declaratory relief and other related cause of action against First America Bank (property located at 521 Broadway) and Mr. Victor Levine (property located at 5440 Gulf of Mexico Drive) for the purpose of seeking a judicial interpretation on the ability of the landowners to increase density on their property as approved in November 2012 by voter referendum;
- authorize the pursuit of an appropriate motion and any other related pleadings associated with revisiting the November 13, 2012, Final Judgment Order rendered in the Islandside Property Owners Coalition (IPOC) litigation (Islandside Property Owners Coalition, LLC, et al v. Town of Longboat Key, et al, Case No. 2010-CA-007913NC) to reconsider the portion of the judgment requiring a referendum for increased density;
- ratification of the engagement of the law firm of Matthews Eastmoore and Attorneys Hunter Carroll and Arthur Hardy to serve as special litigation counsel and to represent the Town's interests in litigation association with HB 537 and the Town's Charter.

Town Manager Bullock noted the extent of the conversation with Mr. Bob White of the Islandside Property Owner's Coalition.

Commr. Duncan moved to ratify the engagement of the Matthews Eastmoore law firm and Attorneys Hunter Carroll and Arthur Hardy to serve as special litigation counsel to the Town. The motion was seconded by Commr. Zunz.

Upon inquiry, Town Attorney David Persson commented on the Town's position to resolve the legislative impact and the steps required to accomplish a resolution versus IPOC's standing in a previous ruling relating to the development of the Key Club property and referendum requirements prohibited by HB 537.

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4. Request for Authorization to Pursue Litigation Regarding HB 537 and Ratification of Engagement of Special Litigation Counsel

Town Manager Bullock noted the legislative sponsors (HB 189) and support to remedy the impact of the previous legislation. Upon inquiry, Town Manager Bullock noted that the Town Attorney's office has conferred with other municipal agencies to ascertain additional unintended impacts to their communities if the legislation is successful.

Upon inquiry, Town Manager Bullock advised that he did not have authority to provide the position of IPOC in the proposed action. Commr. Gans indicated discussion with Mr. White on the action proposed by the Town and Town Attorney Persson noted the process to be followed through the Circuit Court system.

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

Vice Mayor Brenner moved to approve the litigation options recommended by Special Litigation Counsel and authorization to initiate two separate litigation proceedings relating to density referenda. The motion, seconded by Commr. Younger, carried by a 7-0 roll call vote, as follows: Brenner, aye; Younger, aye; Gans, aye; Zunz, aye; Duncan, aye; Brown, aye; Larson, aye.

ADJOURNMENT

Mayor Brown adjourned the October 21, 2013, Special Meeting at 4:32 p.m.

_____
Trish Granger, Town Clerk

_____
James L. Brown, Mayor

Minutes Approved: _____

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MINUTES
LONGBOAT KEY TOWN COMMISSION
URBAN LAND INSTITUTE RECEPTION
OCTOBER 21, 2013 – 5:15 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; Planning, Zoning, and Building Department Interim Director Alaina Ray

1. Mayor's Introduction of Urban Land Institute Panelists and Staff
2. Reception

Mayor Brown noted that the Public Reception, at the Hilton Longboat Key Beachfront Resort, 4711 Gulf of Mexico Drive, Longboat Key, Florida, was scheduled to introduce and allow the members of the public to meet the Urban Land Institute (ULI) Panel Members.

Members of the ULI Panel and ULI Staff introduced themselves to the attendees.

Mayor Brown noted that no official public business or action would be taken at the reception and encouraged the attendees to speak openly with the ULI Panel members.

Mayor Brown thanked those in attendance for participating at the reception and provided an overview of the ULI Panel Member's schedule for the remainder of the week, noting that a formal presentation would be made to the Town Commission on Friday, October 25, 2013 at 8:30 a.m., to be held at Town Hall in the Commission Chamber, 501 Bay Isles Road. Mayor Brown advised that the meeting was open to the public and encouraged attendance.

CONCLUSION

The public reception ended at 7:00 p.m.

_____
Trish Granger, Town Clerk

_____
James L. Brown, Mayor

Minutes Approved: _____

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MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL MEETING
OCTOBER 25, 2013 - 8:30 A.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

Mayor Brown called the meeting to order at 8:30 a.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

1. Urban Land Institute Presentation

The Urban Land Institute (ULI) will present a report of their findings and recommendations following their panel study of Longboat Key. Recommended Action: Pending discussion, provide direction to Manager.

ULI Advisory Panel Chair Kamuron Gurol provided information on the ULI organization, introduced Panel Members and Staff, and gave a PowerPoint presentation on the ULI Panel's recommendations based on their observances and interviews held throughout the week of October 20-25, 2013. The following ULI Panel Members participated in the PowerPoint presentation:

Ms. Donna Lewis
Mr. Greg Cory
Mr. Zachary (Zack) Greene
Mr. Bill Clarke
Mr. Angelo Carusi
Mr. Ken Voigt

Ms. Lewis and Mr. Gurol presented closing comments and urged citizen involvement and collaboration to end the division within the Community.

Following comments by Mayor Brown, Vice Mayor Brenner advised ULI Panel Chair Gurol that the book entitled "The Lure of Longboat Key - Sunrise to Sunset" a collection of photographs of Longboat Key taken by Ms. Mary Lou Johnson, would be forwarded to each of the ULI Panel members, noting that the books were being provided by the Longboat Key Foundation as a gift.

Mayor Brown opened the floor for Commission and public comments.

Mr. Gurol noted that residents could examine past reports prepared for other communities on the ULI website (www.uli.org) and noted that a complete report will be provided to the Town. Discussions were held with the Panel Members on the following topics/issues:

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1. Urban Land Institute Presentation - Continued

- depiction of Bayfront Park improvements/recommendation to move forward with landscaping improvements but to site a Community Center in a developed Town Center in the vicinity of Town Hall
- recommendation to relax short-term rental restrictions in residential areas
- utilization of Bayfront Park property for recreational activities
- request for inclusion of direct responses to the ten questions submitted by the Town
- individual websites providing private rental opportunities
- projection of decreased population of second-home buyers
- recent legislation prohibiting changes to existing short-term rental unit restrictions
- process to proceed with the recommendations prior to receipt of the final report.

ULI Panel Members commented on/responded to inquiries raised by the following individuals:

Mr. Edward Zunz: attracting full time and/or younger residents
Mr. Allen Hixon: Town Center concept/vehicular traffic access restrictions
Mr. Robert Garry: expansion of the Tennis Center/recreational opportunities
Ms. Joan Webster: demographics and comparison with Manatee County in addition to Sarasota County
Mr. Walter Hackett: opportunity for a private-public partnership to implement the recommendations/specific planning efforts
Mr. Brian Maskill: divisive group of conflicting interests/suggestion to engage professional facilitators between groups
Ms. Madelyn Spoll: consideration of diversity in the Comprehensive Plan/Zoning Code for various locations throughout the Town.

Mayor Brown thanked the ULI Panel Members for their work and the public speakers for their participation.

RECESS: 10:52 a.m. -11:01 a.m.

Commr. Duncan thanked the volunteers of the ULI Subcommittee for their work, and following comments, requested that Town Manager Dave Bullock utilize his facilitation skills to begin the process to review and implement portions of the recommendations that can be initiated. Discussion ensued on the following topics/issues:

- addressing telecommunication options/improving communications without a cellular tower
- process to move forward on the recommendations presented/option to schedule a Special Meeting to develop a process/implementation plan
- addressing recommendations for Gulf of Mexico Drive
- facilitation process.

Upon inquiry, Ms. Madelyn Spoll advised of the Garden Club's existing budget designated for use by the Town of Longboat Key for landscaping improvements.

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1. Urban Land Institute Presentation - Continued

Town Manager Bullock opined that the initial task to be accomplished was to engage diverse groups to work together and outlined additional processes to move forward, as follows:

- timing and scheduling of a series of Special Meetings with single focus of ULI recommendations
- web access to the ULI PowerPoint presentation
- interaction between and with residents
- development of short-term and long-term objectives
- development of revisions/implementation of a new Zoning Code and Comprehensive Plan
- identification of professional resources required.

Town Manager Bullock noted his intent to schedule a Special Meeting to review and discuss the recommendations outlined by the ULI Panel.

Commr. Zunz requested and Town Manager Bullock advised that printed copies of the presentation will be provided to the Commission.

ADJOURNMENT

Mayor Brown adjourned the October 25, 2013, Special Meeting at 11:21 a.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

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End of Agenda Item