

**MINUTES
LONGBOAT KEY TOWN COMMISSION
JOINT MEETING WITH
SARASOTA COUNTY COMMISSION
OCTOBER 6, 2014 - 1:30 P.M.**

LONGBOAT KEY

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

Also Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale,

Present: Town Clerk Trish Granger

SARASOTA BOARD OF COUNTY COMMISSION

Present: Chairman Charles D. Hines, Vice Chair Christine Robinson, Commrs. Carolyn J. Mason, Joseph A. Barbetta, and Nora Patterson

Also County Administrator Tom Harmer, County Attorney Steven DeMarsh, Board

Present: Records Recording Secretary Cheryl Dexter

Chair Hines called the Joint Meeting to order at 1:30 p.m. in the Sarasota County Administration Center, 1660 Ringling Boulevard, 3rd Floor, Sarasota, Florida, and Sarasota County Commr. Nora Patterson led the Pledge of Allegiance.

1. OPEN TO THE PUBLIC - No items were presented.

2. JOINT DISCUSSION ITEMS

A. Update on the New Pass Inlet Management Plan and Beach Renourishment Projects

Town Manager Dave Bullock gave a PowerPoint presentation on the New Pass Inlet Management Plan and Beach Renourishment Projects.

B. Bayfront Park and Addition Update

Following comments by Town Manager Dave Bullock, Sarasota County Parks and Recreation Director Carolyn Brown and Assistant Town Manager Anne Ross gave a PowerPoint presentation and an update on Bayfront Park Recreation Center Concept Plan. Discussions were held on the following topics/issues:

- future presentation to Sarasota County Commission
- proposed location of a Community Center
- proposed dog park/location/future discussion by Town Commission
- additional parking for beach access/State funding options
- results of the Community Center Advisory Committee in 2002 versus suggestions received from residents in 2009.

Town Manager Bullock thanked Sarasota County Staff for their assistance to date.

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

2. JOINT DISCUSSION ITEMS - Continued

C. Update on Longboat Key Planning, Including Town Center Project

Following comments by Town Manager Dave Bullock, Planning, Zoning, and Building Department Director Alaina Ray gave a PowerPoint presentation on the Town Center Project. Discussions were held on the following topics/issues:

- options to purchase property north of the Town Center property
- Urban Land Institute's (ULI) recommendation for connectivity/planning services available through the County.

D. Discussion of Sea Level Rise Including Risk Assessment, Planning and Policy Considerations

Town Manager Dave Bullock gave an overview of concerns relating to the impact of Sea Level Rise (SLR) on Longboat Key properties/infrastructure. Sarasota County Chair Hines noted his representation on several agencies, advised that he would introduce the issue, and would provide information to Longboat Key. Individual comments followed.

E. Update on the 800-MHz Public Safety Communication System Project

Sarasota County Administrator Tom Harmer introduced Sarasota County Emergency Services Director Rich Collins. Mr. Collins provided a PowerPoint presentation on the Suncoast Regional Communications Network. Discussions were held on the following topics/issues:

- areas that lack access to the proposed two-County coverage
- budget implications of required upgrades to the radio equipment/emergency communication systems for the Town's Police/Fire Departments.

F. Update on Sarasota County Area Transit Services

Following introductory comments by Sarasota County Area Transit (SCAT) Interim Director Rob Lewis, SCAT Senior Planner Sarah Blanchard gave a PowerPoint presentation on SCAT services on Longboat Key. Ms. Blanchard responded to inquiry relating to Staff's review of the operational versus organizational analysis focusing on bus routes.

Mayor Brown commented on the restricted service hours, requested consideration to review the hours of service, and thanked Sarasota County for the services provided.

G. Discussion of Emergency Services Dispatch Consolidation

Town Manager Dave Bullock gave a PowerPoint presentation on the status of the Police dispatch consolidation with Sarasota County Sheriff's Office. Discussions were held on the following topics/issues:

- consolidated services and anticipated costs
- relationships established between long-term staff with residents/Level of Service items that will need to be considered.

RECESS: 2:56 p.m. - 3:10 p.m.

2. JOINT DISCUSSION ITEMS - Continued

H. Update on Potential Mobility Fee

Sarasota County Interim Transportation Director Jonathan Paul gave a PowerPoint presentation on a proposed Mobility Plan for Sarasota County. Town Manager Dave Bullock commented on the Town's interest in receiving the fees collected for multi-modal improvements in the Sarasota portion of Longboat Key. Upon inquiry, Mr. Paul discussed a future presentation of cost comparison of the existing Impact Fee program versus a proposed Mobility Fee program.

I. Update on Shared Services, Collaboration Efforts, and Future Opportunities

Following comments by Sarasota County Administrator Tom Harmer, Sarasota County Area Transit (SCAT) Interim Director Rob Lewis provided an overview on shared services and collaboration between the County and the Town.

Town Manager Dave Bullock commented on the shared services utilized, the inclusion of County Staff on the Town's Bid Review Committees, and future issues to be reviewed. Individual comments followed.

3. OPEN TO THE PUBLIC - No items were presented.

4. OTHER BUSINESS - No items were presented.

ADJOURNMENT

Sarasota County Chair Hines adjourned the October 6, 2014, Joint Meeting at 3:35 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
REGULAR MEETING
OCTOBER 6, 2014 - 7:00 P.M.**

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

Also Present: Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale, Town Clerk Trish Granger

CALL TO ORDER

Mayor Brown called the October 6, 2014, Regular Meeting to order at 7:00 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, and Commr. Younger led the Pledge of Allegiance.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission

A. Public Works

Ms. Madelyn Spoll, Harbourside Drive, commented on the development Concept Plan for the Bayfront Park Recreation Center and requested that the process move forward in lieu of reconsidering issues that had already been determined.

MINUTES APPROVAL

2. September 8, 2014, Special Workshop Meeting; September 8, 2014, Regular Meeting; September 15, 2014, Regular Workshop Meeting; September 22, 2014, Special Meeting.

There was consensus to approve the Minutes of the Meetings as submitted.

COMMITTEE REPORTS AND COMMUNICATIONS

3. Manatee County Special Liaison Report

A. Government Agencies

Commr. Zunz noted attendance at the Manatee County School Board Meeting and reviewed the issues discussed.

B. Organizations

Commr. Zunz noted attendance at the Manatee County Economic Development Corporation meeting and reviewed the issues discussed.

4. Sarasota County Special Liaison Report - No items were presented.

5. ManaSota League of Cities Report - No items were presented.

6. Other Reports

A. State Agencies

Mayor Brown noted he had made contact with representatives in Tallahassee regarding the BP Oil Spill (Deep Water Horizon) settlement regarding distribution of the settlement funds.

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

COMMITTEE REPORTS AND COMMUNICATIONS - Continued

6. Other Reports - Continued

B. Organizations

Mayor Brown noted attendance at Manatee County Council of Governments meeting, reviewed the issues discussed relating to the upgrades to the 9-1-1 System, and noted that an elected official was requested to serve on an ad hoc committee. Following discussion, Commr. Younger volunteered to represent the Town.

There was consensus for Commr. Younger to serve as the Town's representative.

Individual comments followed on the expertise needed to understand the project and additional review of the detailed technical knowledge that will be required.

C. Organizations

Mayor Brown noted attendance at a Mote Marine Laboratory & Aquarium Board (Mote) meeting regarding the relocation of Mote, and following comments, noted a request from Mote for the support of the Longboat Key Commission for their development/relocation plans.

There was majority consensus to issue a letter of support.

CONSENT AGENDA

7. 2015 Town Commission Meeting Schedule

Each year the Town Commission establishes their annual meeting schedule for the upcoming calendar year. The 2015 Town Commission Meeting Schedule was considered at the September 15, 2014 Regular Workshop Meeting and forwarded to the October 6, 2014 Regular Meeting Consent Agenda for formal action. Recommended Action: Approval of the Consent Agenda will approve the 2015 Town Commission Meeting Schedule.

There was consensus to approve the Consent Agenda as submitted in accordance with Staff's report and recommendation.

ORDINANCES - FIRST READING

8. Ordinance 2014-29, Establishing Gulfside Beach District A, and Bayside Beach District B, Amending Chapter 92, Parks, Public Beaches and Public Beach Accesses

The Town's Comprehensive Plan identifies the important objectives for maintaining a healthy beach. Staff, the Town Attorney, and Town's consultants have developed a fiscally responsible, long-term, beach management plan which includes establishment of special taxing districts for future beach maintenance project funding. Detailed information regarding this plan and the resulting Ordinance 2014-29 was presented at the September 15, 2014, Regular Workshop with consensus to forward Ordinance 2014-29 to the October 6, 2014, Regular Meeting for first reading. Recommended Action: Pending first reading and discussion, forward Ordinance 2014-29 to the November 3, 2014, Regular Meeting for second reading and public hearing.

8. Ordinance 2014-29, Establishing Gulfside Beach District A, and Bayside Beach District B, Amending Chapter 92, Parks, Public Beaches and Public Beach Accesses - Continued
Town Clerk Trish Granger placed Ordinance 2014-29 on record for first reading by title only.

Commr. Younger moved to pass Ordinance 2014-29 on first reading and to forward to the November 3, 2014, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Zunz.

Town Manager Dave Bullock, Mr. Michael Burton of Burton and Associates, and Town Attorney Maggie Mooney-Portal gave a PowerPoint presentation on Ordinance 2014-29.

Mr. Steve Reid, Longboat Key News, requested clarification on the percentages allocated for each district.

Mr. George Spoll, Harbourside Drive, commented on the Ordinance.

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

9. Ordinance 2014-31, Amending Chapter 74, Parking Schedules – Longbeach Village Parking

At the April 21, 2014, Regular Workshop Meeting discussion was held regarding parking issues in Longbeach Village. As a result of discussion held by Commission and recommendations proposed by Village residents, staff was directed to develop recommendations to address the parking issues to a future workshop meeting. Ordinance 2014-31 provides for amendments to Town Code, Chapter 74 to address concerns raised by residents and was presented for Commission consideration at the September 15, 2014, Regular Workshop Meeting. There was consensus to forward Ordinance 2014-31 to the October 6, 2014, Regular Meeting for first reading. Recommended Action: Pending first reading and discussion, forward Ordinance 2014-31 to the November 3, 2014, Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2014-31 on record for first reading by title only.

Commr. Zunz moved to pass Ordinance 2014-31 on first reading and to forward to the November 3, 2014, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Gans.

Town Manager Dave Bullock reviewed and gave a PowerPoint presentation on the proposed parking schedule outlined in Ordinance 2014-31.

The following individuals commented on Ordinance 2014-31:

Mr. Michael Lightfoot, Lois Avenue
Mr. Michael Drake, Longbeach Village Association

9. Ordinance 2014-31, Amending Chapter 74, Parking Schedules – Longbeach Village Parking - Continued

Discussion ensued on the following topics/issues:

- parking restrictions regulated by State law
- restricting parking to one side on Linley Street
- discretion of Commission to further modify the proposed parking restrictions.

Commr. Zunz moved to amend Ordinance 2014-31 to add a restriction to permit parking on one side of Linley Street only. The motion was seconded by Commr. Pastor.

Discussion ensued on the accurate reporting from the Fire and Police Departments to ensure no emergency access is restricted.

Mr. Drake commented on emergency access issues and consideration of no parking during specific hours.

Upon inquiry, Fire Chief Paul Dezzi advised that the Department does not have any records relating to access issues to properties. Discussion ensued on the following topics/issues:

- option to make all streets one-sided parking
- substantial modifications to the Ordinance
- renoticing requirements for substantial changes
- options to modify parking restrictions at a later date
- process to add more restrictive parking in the Village.

The motion to amend Ordinance 2014-31 to restrict parking to one side on Linley Street carried by a 7-0 roll call vote, as follows: Zunz, aye; Pastor, aye; Younger, aye; Larson, aye; Duncan, aye; Brown, aye; Gans, aye.

The motion to pass Ordinance 2014-31, as amended, carried by a 7-0 roll call vote, as follows: Zunz, aye; Gans, aye; Brown, aye; Duncan, aye; Larson, aye; Younger, aye; Pastor, aye.

Following comments, there was consensus for staff to review discussions this date, to perform another study on vehicle parking within the Village during season, and to report on possible additional restricted parking options (one sided parking on all streets) that were not addressed in Ordinance 2014-31.

Town Manager Bullock commented on the terminology utilized this date as it related to life/safety issues and noted reliance on the Public Safety Departments (Police and Fire) to report any incidents causing access issues.

RECESS: 8:43 p.m. - 8:53 p.m.

10. Ordinance 2014-32, Establishing the Dates for the Town's Preliminary and General Municipal Elections and Early Voting Schedule

The Town Charter establishes the Town's General Municipal Election for the third Tuesday in March with an option to align the Town's election with any other County administered election. Ordinance 2014-32 was drafted for Commission consideration to confirm the Preliminary, (if required), General Municipal, and early voting dates for 2015 Town elections and was forwarded from the September 15, 2014 Regular Workshop Meeting for first reading. Recommended Action: Pending first reading and discussion, forward Ordinance 2014-32 to the November 3, 2014 Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2014-32 on record for first reading by title only.

Commr. Larson moved to pass Ordinance 2014-32 on first reading and to forward to the November 3, 2014, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Younger.

Following comments by Town Clerk Trish Granger on the date to provide referendum language to the Supervisor of Elections for the March 2015 ballot, the motion carried by a 7-0 roll call vote, as follows: Larson, aye; Younger, aye; Pastor, aye; Zunz, aye; Gans, aye; Brown, aye; Duncan, aye.

RESOLUTIONS

11. Resolution 2014-26, Providing for Reimbursement of Capital Expenditures for Water and Wastewater Utility System from Future Tax-Exempt Financing Proceeds

The Town intends to issue bonds for the upcoming Subaqueous Pipeline project and may incur preparatory costs related to the project, such as professional consulting services, engineering and planning. Resolution 2014-26 provides for the Town to be reimbursed for eligible project costs upon bond issuance. Recommended Action: Pending discussion, pass Resolution 2014-26.

Town Clerk Trish Granger placed Resolution 2014-26 on record by title only.

Commr. Pastor moved to pass Resolution 2014-26. The motion was seconded by Commr. Zunz.

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

12. Resolution 2014-27, Providing for Reimbursement of Capital Expenditures for Beach Maintenance from Future Tax-Exempt Financing Proceeds

The Town intends to issue bonds for the upcoming beach maintenance project and may incur preparatory costs related to the project, such as professional consulting services, engineering and planning. Resolution 2014-27 provides for the Town to be reimbursed for eligible project costs upon bond issuance. Recommended Action: Pending discussion, pass Resolution 2014-27.

12. Resolution 2014-27, Providing for Reimbursement of Capital Expenditures for Beach Maintenance from Future Tax-Exempt Financing Proceeds - Continued

Town Clerk Trish Granger placed Resolution 2014-27 on record by title only.

Commr. Larson moved to pass Resolution 2014-27. The motion, seconded by Commr. Younger, carried by a 7-0 roll call vote, as follows: Larson, aye; Younger, aye; Pastor, aye; Duncan, aye; Brown, aye; Gans, aye; Zunz, aye.

Commr. Larson noted discussions with Town Manager Dave Bullock relating to the undergrounding proposal and requested that reimbursement for the project, if it proceeds, be handled in the same manner.

13. Resolution 2014-29, Amending Section 15, Holidays of the Personnel Rules and Regulations (PRRs)

Resolution 2002-05 provides for the holiday schedule for Town Employees. The Town's Personnel Rules and Regulations, provides that "one other day, before or after December 25, may be designated as a holiday by the Town Manager with approval of the Town Commission". Resolution 2014-29 was forwarded from the September 15, 2014 Regular Workshop Meeting to incorporate previous Commission action regarding Veterans' Day (in lieu of a birthday holiday) and to authorize the Town Manager to designate the additional day before or after Christmas as a holiday. Recommended Action: Pending discussion, pass Resolution 2014-29.

Town Clerk Trish Granger placed Resolution 2014-29 on record by title only.

Commr. Younger moved to pass Resolution 2014-29. The motion was seconded by Commr. Gans. Following comments by Vice Mayor Duncan on half-day holidays and the additional designated day in December, the motion carried by a 6-1 roll call vote, as follows: Younger, aye; Gans, aye; Zunz, aye; Pastor, aye; Duncan, no; Brown, aye; Larson, aye.

NEW BUSINESS

14. Town of Longboat Key 2014-2015 Legislative Priorities

Each year the Town establishes legislative priorities for submittal to the Sarasota County Legislative Delegation, Manatee County Legislative Delegation, and the ManaSota League of Cities. At the September 15, 2014 Regular Workshop Meeting the Town Manager requested Commission direction regarding issues to be brought forward for consideration during this legislative session. This item was forwarded to the October 6, 2014 Regular Meeting for formal action. Recommended Action: Pending discussion, approve 2014-2015 Legislative Priorities and provide to Legislative Delegations, ManaSota League of Cities, and other interested parties.

Following comments by Town Manager Dave Bullock, Vice Mayor Duncan noted his suggested revisions to the format and modifications to the Legislative Priorities.

Commr. Younger moved to approve the Legislative Priorities, as amended. The motion, seconded by Commr. Gans, carried by a 7-0 roll call vote, as follows. Younger, aye; Gans, aye; Zunz, aye; Pastor, aye; Larson, aye; Duncan, aye; Brown, aye.

14. Town of Longboat Key 2014-2015 Legislative Priorities - Continued

Town Manager Bullock noted that the Manatee County Legislative Delegation would be meeting on November 14, 2014.

TOWN COMMISSION COMMENTS

A. Town Commission

Mayor Brown noted that Vice Mayor Duncan had reconsidered and would be seeking re-election in March 2015.

TOWN ATTORNEY COMMENTS

A. Advisory Boards

Town Attorney Maggie Mooney-Portale commented on the Sunshine Law, Public Records, and Ethics Law Seminar held on September 29, 2014, and noted the number of attendees.

TOWN MANAGER COMMENTS

A. Public Works/Election

Town Manager Dave Bullock reviewed the timeframe for consideration of the undergrounding of utilities and a proposed referendum and timeframe for inclusion on the March 2015 General Election ballot. Discussion ensued on the referendum process and timeframe.

B. Town Commission

Town Manager Dave Bullock noted that the Bayfront Park Recreation Center Concept Plan would be included on the October 20, 2014, Regular Workshop Meeting agenda and advised that the presentation from the Florida Department of Transportation (FDOT) was being moved to a future agenda due to the unavailability of FDOT representatives.

C. Budget/Bonds

Town Manager Dave Bullock advised that the refunding of the 2009 General Obligation Notes was completed and noted the Town would benefit from the lower interest rate obtained by an annual reduction in debt service payments of \$75,766.00.

D. Planning, Zoning, and Building

Commr. Younger requested and Town Manager Dave Bullock advised that an update on the non-conforming properties issue would be discussed at the Joint Workshop with the Planning and Zoning Board scheduled on October 20, 2014, at 9:00 a.m. Individual comments followed.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Brown adjourned the October 6, 2014, Regular Meeting at 9:30 p.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL JOINT WORKSHOP WITH
PLANNING AND ZONING BOARD
OCTOBER 20, 2014 - 9:00 A.M.**

Present: Commission: Mayor Jim Brown, Vice Mayor Jack Duncan, Commrs. Terry Gans, Lynn Larson, Irwin Pastor, Phill Younger, Pat Zunz

Planning And Zoning (P&Z) Board: Chair Allen Hixon, Vice Chair John Daly, Secretary John Wild, Members Andrew Aitken, Walter Hackett, Jr., Ken Schneier, George Symanski, Jr.

Also: Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale,
Present: Planning, Zoning, and Building Director Alaina Ray, Deputy Town Clerk Jo Ann Mixon

Absent: P&Z Board: Members B. J. Bishop and Leonard Garner

CALL TO ORDER

Mayor Brown called the October 20, 2014, Special Workshop to order at 9:00 a.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Following Comments by Mayor Brown, Board Members introduced themselves.

Town Manager Dave Bullock welcomed the assembly and identified the meeting process and purpose.

PUBLIC TO BE HEARD

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

2. Discussion Regarding Comprehensive Plan and Land Development Code Revisions for Nonconforming Properties

Town staff and consultants will provide a presentation and lead discussion related to policy considerations, issues and options, the Comprehensive Plan, and Land Development Code (LDC) regarding nonconforming properties. Recommended Action: Pending discussion provide direction to Manager.

University of Florida Dean Christopher Silver explained the purpose and development of the Florida Resilient Communities Initiative (FRCI) and introduced the team members.

FRCI Project Coordinator Jerry Murphy displayed a PowerPoint presentation. The following topics/issues were highlighted with discussions held throughout the presentation:

- mandates in Florida Statutes Chapter 163
- Comprehensive Plan definition and State requirements
- Comprehensive Plan elements (Goals, Objectives, Policies, and Strategies)
- Town Charter requirements (Article II, Section 22)
- 1984 Comprehensive Plan density limitations (referendum reference)
- Future Land Use Elements of the Comprehensive Plan
- Objective 1.1 (growth limitations)

2. Discussion Regarding Comprehensive Plan and Land Development Code Revisions for Nonconforming Properties - Continued

- Future Land Use Element (Goal 1)
- Nonconforming Structures - Involuntary Destruction, Policy 1.1.5(A)
- Nonconforming Structures - Voluntary Reconstruction, Policy 1.1.5(B)
- market trends and reconstruction flexibility
- amendments to the Charter and Comprehensive Plan
- Nonconforming Lots and Uses, Policy 1.1.6
- Future Land Use Map - Existing Tourism Units, Policy 1.1.10
- total existing Tourism Units (approximately 1,460).

Planning, Zoning, and Building Department Director Alaina Ray continued the PowerPoint presentation and discussions were held on policy consideration, issues, and options as identified below:

- guiding document provisions
- current policy issues (2007 Referendum approved)
- Resolution 2011-32 - Vision Statement, Mission Statement, and Core Values
- Urban Land Institute (ULI) Study (Rezoning Colony property, land use planning for the Whitney Plaza, Comprehensive/Vision Plan update, develop and adopt modern codes, and the permit process)
- referendum and electorate process
- 2008 Referendum (Ordinance 2007-48)
- institutionalizing hotel zoning (Colony property current zoning T-6)
- rental property (30-day provision) advertise/post rental restrictions
- density
- establishment of a Charter Review Committee
- Comprehensive Plan - Future Land Use Element options
- Involuntary Destruction, Policy 1.1.5(A)/Voluntary Reconstruction, Policy 1.1.5(B)
- Nonconforming Lots and Uses, Policy 1.1.6
- Maximum Densities and Intensities, Policy 1.1.10
- Revitalization Committee Report (developed by a community committee)
- Burt Harris Act (balanced approach)
- dwelling units on Longboat Key (under 10,000)
- referendum approval for 250 units.

There was consensus on the process to move forward regarding degree of expansion and enhanced valuation.

RECESS: 10:43 a.m. - 10:55 a.m.

3. Discussion Regarding Town Commission's Policy Direction for Town Planning Efforts and Role of the Planning & Zoning (P&Z) Board

Discussion will be held between the Town Commission and Planning & Zoning Board members to communicate goals, objectives, and direction for the pending and on-going planning efforts of the Town. Recommended Action: Pending discussion provide direction to Manager.

3. Discussion Regarding Town Commission's Policy Direction for Town Planning Efforts and Role of the P&Z Board - Continued

Planning, Zoning, and Building Department Director Alaina Ray continued the presentation and discussion ensued on the following topics/issues:

- process for consideration and approval of draft language
- process for Land Development Code revisions
- expanding the "Box" in the Comprehensive Plan
- utilizing illustrations for visual impact regarding land use discussions
- density referendum options
- creating new zoning categories
- illustrating the erosion control line
- Federal and State requirements
- underlying residential zoning/tourism use.

Following discussion, there was consensus for staff to process and address the referendum issue with a variety of options.

Ms. Ray continued the presentation and discussion ensued on policy consideration, issues, and options as identified below:

- establishing a Charter Review Committee
- Charter changes/minor density issues going directly to the Commission
- 165 remaining available tourism units (250 units approved by referendum)
- density referendum issue separate from Charter amendments
- Charter review option (Article II, Section 22{b}).

Following discussion, there was consensus to explore the potential to amend the Charter, through a referendum process, to modify and provide exceptions that allow the Commission some authority to approve certain density increases.

Mayor Brown thanked the P&Z Board for their participation and noted future meetings could be scheduled as the issue/project progress.

ADJOURNMENT

Mayor Brown adjourned the October 20, 2014, Joint Workshop at 11:31 a.m.

Jo Ann Mixon, Deputy Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP
OCTOBER 20, 2014 - 1:00 P.M.**

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

Also Present: Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale, Town Clerk Trish Granger

CALL TO ORDER

Mayor Brown called the October 20, 2014, Regular Workshop to order at 1:00 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, and Commr. Pastor 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 - No items were presented.

4. ManaSota League of Cities Report

A. Legislative Priorities

Vice Mayor Duncan noted the upcoming November 6, 2014, ManaSota League of Cities (MSLC) meeting regarding legislative issues, advised of the dates for the Manatee and Sarasota Legislative Delegations' meetings, and noted that he will be receiving numerous communications over the next several months in fulfilling his duties as President of the MSLC.

5. Other Reports

A. Boards/Committees

Commr. Younger noted attendance at the first 9-1-1 System Ad Hoc Committee meeting, advised that the meeting was canceled and subsequently the Committee was disbanded by the Manatee County Commission due to Sunshine law concerns, and further advised that he would continue to participate in conjunction with Police Chief Pete Cumming and Fire Chief Paul Dezzi.

B. Organizations

Mayor Brown noted the success of the Longboat Key Triathlon held over the past weekend.

C. Town Commission

Mayor Brown noted that former Commissioner Bob Dawson passed away on Saturday, October 18, 2014, and offered condolences to Mr. Dawson's family.

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

CONSENT ITEMS

6. Confirmation of Continued Support of Longboat Key Kiwanis Club Gourmet Lawn Party
At the November 4, 2013, Regular Meeting the Town Commission reaffirmed the Town's support of this annual charitable fund raising event. The Town has traditionally assisted the Longboat Key Kiwanis Club organizers by providing limited staffing of Public Works employees for the delivery and set-up of tents and small generators. This item is placed on the Consent Agenda for the Commission to consider continuation of their support. Recommended Action: Approval of the Consent Agenda will forward this item to the November 3, 2014, Regular Meeting for formal action.

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

DISCUSSION ITEMS

7. Discussion Regarding Utility Undergrounding Study and Proposed Ordinance 2014-33, Providing for Referendum for Underground Utilities Along Gulf of Mexico Drive and Proposed Ordinance 2014-34, Providing for Referendum for Underground Utilities Within Neighborhoods

The Town of Longboat Key has conducted a cost analysis associated with undergrounding utility lines along Gulf of Mexico Drive (GMD) and research related to undergrounding utility lines within neighborhoods. Ordinances have been prepared to seek voter approval for these proposed projects. The Ordinances provide for referenda to be placed on the ballot for the March 10, 2015, General Municipal Election. Town staff will present PowerPoint presentations that outline each utility undergrounding project and discuss the respective Ordinance. This item is placed on the October 20, 2014, Regular Workshop Meeting for Commission consideration. Recommended Action: Pending discussion, forward Ordinance 2014-33 and Ordinance 2014-34 to the October 20, 2014, Special Meeting for first reading.

Following comments by Mayor Brown on the preparation of Ordinances and time constraints for placement on the March 2015 election ballot, Town Manager Dave Bullock, provided an overview of the Commission's consideration of the undergrounding project. Assistant Town Manager Anne Ross and Consultant Danny Brannon with Brannon and Gillespie, LLC, gave a PowerPoint presentation on the utility undergrounding study and proposed Ordinances 2014-33 and 2014-34. Discussions were held on the following topics/issues:

- undergrounding to conduit box/switching cabinets versus pole to box
- distance between poles/line of sight
- impact on turtle nesting/Bradenton Beach lighting test site
- consideration of type of light prior to receiving the reports on the test site
- existing lighting currently not FDOT (Florida Department of Transportation) compliant
- Project Component Costs and Florida Power and Light (FPL) Company contribution
- inclusion of decorative lights for pedestrian safety/types of lighting structures available
- expected costs for replacement of the current existing lights versus enhancements
- cost comparison for a 20 versus 30 year borrowing.

7. Discussion Regarding Utility Undergrounding Study and Proposed Ordinance 2014-33, Providing for Referendum for Underground Utilities Along Gulf of Mexico Drive and Proposed Ordinance 2014-34, Providing for Referendum for Underground Utilities Within Neighborhoods- Continued

The following individuals commented on the proposed GMD undergrounding project. Mr. Brannon responded to concerns raised throughout the speaker presentations:

Mr. Ronald Platt, Gulf of Mexico Drive
Mr. Gene Jaleski, Cedar Street
Mr. Richard Wood, Gulf of Mexico Drive
Mr. Jim Whitman, Norton Street
Mr. George Spoll, Harbourside Drive.

Town Manager Bullock commented on the neighborhood undergrounding component.

Following comments, there was consensus to discuss both Ordinances following presentation of the neighborhood component.

RECESS: 2:20 p.m. - 2:30 p.m.

Following comments by Town Manager Bullock on the funding component, Assistant Town Manager Ross gave a PowerPoint presentation on the option of utility undergrounding within neighborhoods. Discussions were held on the following topic/issues:

- costs/risk to procure feasibility study for neighborhood projects
- option to project cost of feasibility study
- neighborhood organization process if no association is in place.

Discussion ensued with Town Attorney Maggie Mooney-Portale, Attorney Duane Draper, and Town Manager Bullock on the following topics/issues:

- option/process to include funds to pay for the feasibility studies for neighborhoods
- process to reimburse any funds expended by the Town for the studies
- alternatives to establish a funding mechanism
- process to straw ballot of neighborhood to determine interest in project
- consideration to utilize voter districts to establish five larger Neighborhood Districts
- anticipated additional costs if not done in conjunction with the main project on GMD
- estimated costs to underground entire island (estimated at \$15,000,000.00)
- cost per household to run from the street to individual homes (approximately \$650)
- estimated costs and options to incorporate neighborhood participation
- percentage of homes that are currently utilizing underground facilities
- possible results if adding additional tax liability.

The following individuals commented on proposed Ordinance 2014-34:

Mr. Steve Reid, Editor of the Longboat Key News
Mr. George Spoll, Harbourside Drive
Mr. Gene Jaleski, Cedar Street
Mr. Richard Wood, Gulf of Mexico Drive

7. Discussion Regarding Utility Undergrounding Study and Proposed Ordinance 2014-33, Providing for Referendum for Underground Utilities Along Gulf of Mexico Drive and Proposed Ordinance 2014-34, Providing for Referendum for Underground Utilities Within Neighborhoods- Continued

Subsequent to discussion, there was consensus to forward Ordinances 2014-33 and 2014-34 to the October 20, 2014, Special Meeting for first reading.

Individual comments followed.

RECESS: 3:45 p.m. - 3:55 p.m.

9. Bayfront Park Update and Discussion

Commr. Younger noted that many citizens were present relating to Item 9 and requested consideration to advance the item prior to the Beach Update. **Following comments, there was not majority consensus to modify the order of agenda items.** (See Item 9 later this meeting.)

8. 2014 Beach Update

At the January 21, 2014, Regular Workshop Meeting, Olsen Associates, Inc. (OAI) provided an overview of beach conditions based upon the 2013 shoreline survey. Dr. Albert E. Browder, PE, Olsen Associates will present an update on the status of the Town's beach based on the August 2014 annual monitoring and survey, as well as planning efforts to date. Recommended Action: Pending discussion, provide direction to Manager.

Dr. Albert Browder, with Olsen Associates, gave the 2014 Beach Update PowerPoint presentation. Discussions were held with Dr. Browder and Town Manager Dave Bullock on the following topics/issues:

- shoreline changes in relation to the baseline condition
- alternatives to truck hauling for South end area
- anticipated sand resulting in dredging of the Longboat Pass and New Pass
- Interlocal agreements with Manatee County (Longboat Pass) and City of Sarasota (New Pass) for sand sharing
- anticipated staging cost reductions
- location of sand mines (Davenport, Florida and Lakeland, Florida)
- increase in costs to utilize alternative delivery method in lieu of truck hauling
- timing of project after peak tourist season this spring
- option to relocate sand in areas that have expanded to areas of high erosion
- timing of project due to existing conditions on South end
- option to consider night-time truck hauls.

Mr. Gene Jaleski, Cedar Street, commented on the presentation.

Town Manager Bullock advised that Staff will review and report on the issues discussed.

9. Bayfront Park Update and Discussion - Continued

On October 30, 2014, the Town will host a public input meeting to seek comments regarding the Concept Plan for improvements and planned amenities for Bayfront Park. At a recent joint meeting held with Sarasota County Board of County Commissioners the Concept Plan was discussed. The Town Commission placed this item on the October 20, 2014, Regular Workshop Meeting for a staff update and additional discussion. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Town Manager Dave Bullock, Assistant Town Manager Anne Ross gave a PowerPoint presentation on the Concept Plan for improvements and amenities for Bayfront Park. Discussions were held on the following topics/issues:

- financial components for development of Bayfront Park
- condition of current facilities
- previous proposal to build a Recreation Community Center
- lack of reserved space to build a larger recreation center
- 2009 versus 2012 versus 2014 Concept Plans
- relocating cultural aspects of the Bayfront Concept Plan to the new Town Center.

The following individuals commented on the proposed 2014 Bayfront Park Concept Plan relating to the inclusion of a dog park:

Mr. Chris Lake, Bayport Way
Mr. Bill Anderson, Palm Drive
Mr. Phillip Koenig, Grand Bay Boulevard
Ms. Sydelle Pittas, Grand Bay Boulevard

Upon inquiry, Ms. Peters commented on the facilities structure for dog parks.

The following individuals commented on the proposed 2014 Bayfront Park Concept Plan:

Ms. Jan Bisset, Byron Lane
Ms. Beverly Shapiro, Gulf of Mexico Drive
Ms. Madelyn Spoll, Harbourside Drive

Subsequent to discussion, there was consensus to have both the 2012 and 2014 Concept Plans available at the public meeting on October 30, 2014.

RECESS: 6:15 p.m. - 6:25 p.m.

10. Proposed Resolution 2014-25, Amending the Investment Policy for the Town of Longboat Key

At their May 22, 2014, Investment Advisory Committee Meeting the Town's investment advisor and Committee developed a recommendation to amend the Investment Policy for the Town of Longboat Key. Steve Alexander, PFM Investment Advisor, will attend the October 20, 2014, Regular Workshop Meeting to make a presentation regarding the recommended changes to the Town's Investment Policy and to answer questions. Recommended Action: Pending discussion, forward Resolution 2014-25 to the November 3, 2014, Regular Meeting for formal action.

10. Proposed Resolution 2014-25, Amending the Investment Policy for the Town of Longboat Key - Continued

Investment Advisor Steven Alexander with The PFM Group gave a PowerPoint presentation on the proposed amendments to the Town's Investment Policy and noted Resolution 2014-25 would incorporate the amendments. Discussions were held on the following topics/issues:

- removal of Mortgage Backed Securities (MBS)
- Maturity and Liquidity requirements
- authorization for Town Manager for approval of repurchase agreements
- Section 15, Authorized Investments and Portfolio Composition

Subsequent to discussion, there was consensus to forward Resolution 2014-25 to the November 3, 2014, Regular Meeting for formal action.

11. Proposed Ordinance 2014-35, Amending the Fiscal Year 2013-2014 Building Fund Budget to Increase the Reimbursement Rate to the General Fund for Direct and Indirect Costs Related to Building Fund Activities

The Finance Department has recalculated the indirect cost allocation of Building Department overhead costs contained within the General Fund operating departments, resulting in an increase in the annual transfer from the Building Department to the General Fund. Proposed Ordinance 2014-35 provides for a budget amendment to increase the reimbursement rate to the General Fund for Building Fund activities. Recommended Action: Pending discussion, forward Ordinance 2014-35 to the November 3, 2014, Regular Meeting for first reading and public hearing.

Following comments by Town Manager Dave Bullock, there was consensus to forward Ordinance 2014-35 to the November 3, 2014, Regular Meeting for first reading and public hearing.

12. Proposed Ordinance 2014-36, Amending the Fiscal Year (FY) 2013-2014 Budget for Tennis Center

Tennis Center expenditures exceeded budgeted appropriations by \$86,193.00 of which \$55,018.00 are covered by additional Tennis Center revenues. The remaining shortfall of \$31,175.00 is recommended to be covered by a transfer from General Services' Red Tide Contingency. This transfer does not affect the fund balance in the General Fund. Proposed Ordinance 2014-36, amends the FY 2013-2014 Budget for the Tennis Center and is placed on the October 20, 2014, Regular Workshop Meeting for Commission consideration. Recommended Action: Pending discussion, forward Ordinance 2014-36 to the November 3, 2014, Regular Meeting for first reading and public hearing.

Following comments by Town Manager Dave Bullock, Finance Director Sue Smith provided information on the accounting system in place for the Tennis Center. Discussions were held on the following topics/issues:

- inclusion of reference to Fiscal Year 2014, Red Tide Contingency in the Ordinance
- reduced memberships in family categories/increase in walk-on fees
- Cost of goods sold discrepancy/Point of Sale (POS) equipment
- threshold for adjusting membership fees
- previous accounting practices at the Tennis Center.

12. Proposed Ordinance 2014-36, Amending the Fiscal Year (FY) 2013-2014 Budget for Tennis Center - Continued

Subsequent to discussion, there was consensus to forward Ordinance 2014-36 to the November 3, 2014, Regular Meeting for first reading and public hearing.

13. Proposed Resolution 2014-30, Providing for Fiscal Year 2013-2014 Year End Budget Transfers

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 2014-30, 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 20, 2014 Regular Workshop Meeting. Recommended Action: Pending discussion, forward Resolution 2014-30 to the November 3, 2014, Regular Meeting for formal action.

Following comments by Town Manager Dave Bullock, Finance Director Sue Smith gave a PowerPoint presentation on proposed Ordinance 2014-35 to amend the Fiscal Year (FY) 2013-2014 budget.

Commr. Larson requested that Staff provide a comparison of attorney's fees with other similar entities.

Subsequent to discussion, there was consensus to forward Resolution 2014-30 to the November 3, 2014, Regular Meeting for formal action.

PUBLIC TO BE HEARD

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

TOWN COMMISSION COMMENTS - No items were presented.

TOWN ATTORNEY COMMENTS - No items were presented.

TOWN MANAGER COMMENTS

A. Public Safety

Town Manager Dave Bullock advised that the Fire and Police Departments have Ebola protocols in place.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Brown adjourned the October 20, 2014, Regular Meeting at 6:59 p.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL MEETING
OCTOBER 20, 2014 - 7:05 P.M.**

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

Also: Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale,
Present: Town Clerk Trish Granger

CALL TO ORDER

Mayor Brown called the October 20, 2014, Special Meeting to order at 7:05 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

PUBLIC TO BE HEARD

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

ORDINANCES – FIRST READING

2. Ordinance 2014-33, Providing for Referendum for Underground Utilities Along Gulf of Mexico Drive

The Town of Longboat Key has conducted a cost analysis associated with undergrounding utility lines and will seek voter approval by placing a referendum question on the March 10, 2015, General Municipal Election ballot. Ordinance 2014-33 provides for the referendum question regarding placing utility lines underground along Gulf of Mexico Drive (GMD) at a cost not to exceed \$19 million. At the October 20, 2014, Regular Workshop Meeting, the Town Commission considered Ordinance 2014-33 and forwarded it to the October 20, 2014, Special Meeting for first reading. Recommended Action: Pending first reading and discussion, forward Ordinance 2014-33 to the November 12, 2014, Special Meeting for second reading, public hearing and adoption.

Town Clerk Trish Granger placed Ordinance 2014-33 on record for first reading by title only.

Commr. Larson moved to pass Ordinance 2014-33 on first reading and to forward to the November 12, 2014, Special Meeting for second reading and public hearing. The motion was seconded by Commr. Gans.

Town Manager Dave Bullock noted extensive discussion of the project and referendum options outlined in Ordinance 2014-33 at the October 20, 2014, Regular Workshop Meeting and advised that the records of that meeting and discussion are incorporated herein by reference.

Assistant Town Manager Anne Ross gave a PowerPoint presentation on Ordinance 2014-33. Discussions were held with Assistant Town Manager Ross and Mr. Danny Brannon with Brannon and Gillespie, LLC, on the types of poles to be utilized in the line transitions and the Florida Power and Light hardening project parameters for GMD only.

Vice Mayor Duncan commended Staff for their efforts.

2. Ordinance 2014-33, Providing for Referendum for Underground Utilities Along Gulf of Mexico Drive - Continued

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

3. Ordinance 2014-34, Providing for Referendum for Underground Utilities Within Neighborhoods

The Town of Longboat Key has conducted research associated with undergrounding utility lines within neighborhoods and will seek voter approval by placing a referendum question on the March 10, 2015, General Municipal Election ballot. Ordinance 2014-34 provides for the referendum question regarding placing utility lines underground within neighborhoods at a cost not to exceed \$5 million. At the October 20, 2014, Regular Workshop Meeting the Town Commission considered Ordinance 2014-34 and forwarded it to the October 20, 2014, Special Meeting for first reading. Recommended Action: Pending first reading and discussion, forward Ordinance 2014-34 to the November 12, 2014, Special Meeting for second reading, public hearing and adoption.

Town Clerk Trish Granger placed Ordinance 2014-34 on record for first reading by title only.

Commr. Pastor moved to pass Ordinance 2014-34 on first reading and to forward to the November 12, 2014, Special Meeting for second reading and public hearing. The motion was seconded by Commr. Larson.

Town Manager Dave Bullock noted extensive discussion of the project and referendum options outlined in Ordinance 2014-34 at the October 20, 2014, Regular Workshop Meeting and advised that the records of that meeting and discussion are incorporated herein by reference.

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

4. Other Business

Town Manager Dave Bullock advised that Waste Management of Florida would begin delivery of the single stream recycling bins and the pick-up of the blue and red bins currently in use starting the first week of November 2014.

ADJOURNMENT

Mayor Brown adjourned the October 20, 2014, Special Meeting at 7:39 p.m.

Trish Granger, Town Clerk

James L. Brown, Mayor

Minutes Approved: _____



End of Agenda Item