

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL WORKSHOP MEETING
MAY 4, 2015 - 6:00 P.M.**

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

Also: Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale,
Present: Deputy Town Clerk Jo Ann Mixon

CALL TO ORDER

Mayor Duncan called the May 4, 2015, Special Workshop to order in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, FL, at 6:00 p.m.

1. Meet and Greet with Citizens Interested in Serving on the Town's Boards and Committees

The Town Clerk's Office has received applications from citizens interested in serving on the Code Enforcement Board (CEB) and/or the Zoning Board of Adjustment (ZBA). The Town Commission established a policy to hold a Meet and Greet with citizens prior to the formal appointments of individuals to the Town's Boards and Committees.

Following opening remarks by Mayor Duncan, the applicants provided background information on their credentials and identified an interest in appointment to the CEB and/or the ZBA:

Mr. Robert Krosney, Jr.
Mr. Irwin Lowenstein
Ms. Gaele Barthold
Ms. Ann Roth

The Mayor and Commissioners introduced themselves and provided background information on the two boards. Mayor Duncan thanked the applicants for volunteering to serve on a Town board and advised that the formal appointments would be made at the Regular Meeting later this date.

PUBLIC TO BE HEARD

2. 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.

ADJOURNMENT

Mayor Duncan adjourned the May 4, 2015, Special Workshop at 6:22 p.m.

Jo Ann Mixon, Deputy Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR MEETING
MAY 4, 2015 - 7:00 P.M.**

Present: Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, 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/PLEDGE OF ALLEGIANCE

Mayor Duncan called the May 4, 2015, Regular Meeting to order at 7:00 p.m., in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Commr. Daly led the Pledge of Allegiance.

Mayor Duncan noted that Manatee County Commissioner John Chappie was in attendance.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission

At each meeting the Town Commission sets aside a time for the public to address issues that are not on the agenda.

A. Tennis Center

Mr. Jules Rauch, Norton Street, commented on funding for the Tennis Center and the actions of previous Commissions relating to required funding.

B. Planning, Zoning, and Building

Ms. Betsy Palmieri, Spinnaker Lane, requested consideration to install a turn lane into Country Club Shores from Gulf of Mexico Drive.

Commr. Larson inquired and Town Manager Dave Bullock noted the process for review by the Florida Department of Transportation (FDOT) for approval of a turn lane from Gulf of Mexico Drive.

APPROVAL OF MINUTES

2. March 16, 2015 Statutory Meeting; March 23, 2015 Regular Workshop Meeting; April 6, 2015 Regular Meeting; April 20, 2015 Goals & Objectives Special Workshop Meeting; April 20, 2015 Regular Workshop Meeting Minutes

There was consensus to approve the Meeting minutes as submitted.

COMMITTEE REPORTS AND COMMUNICATIONS

3. Manatee County Special Liaison Report

A. Organizations

Commr. Zunz commented on the Campaign for Grade Level Reading and noted that Manatee County has joined a partnership with the Patterson Foundation and Sarasota County and have formed a regional Suncoast Campaign in their efforts to address the grade level reading issue.

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

COMMITTEE REPORTS AND COMMUNICATIONS - Continued

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

5. ManaSota League of Cities Report

A. Legislation

Mayor Duncan commented on the recent legislative action by the Florida House and the status of legislation filed (Senate Bill 284, authorizing a governmental entity to treat a written claim as pending litigation for purposes of holding certain meetings privately and House Bill 383, authorizing a property owner to bring an action to recover damages caused by a prohibited exaction).

Upon inquiry, Mayor Duncan advised that he was unaware of the Government agencies that will correspond with the Governor's office on the legislation and explained the impact to local governments. Town Attorney Maggie Mooney-Portale confirmed discussions with other jurisdictions relating to support of a veto by the Governor. Discussion ensued on the impact of legislation.

6. Other Reports

A. Organizations

Commr. Daly commented on the recent meeting of the Metropolitan Planning Organization (MPO) advising that a regional traffic study was being supported by the MPO and the Florida Department of Transportation's (FDOT) Regional Secretary.

CONSENT AGENDA

7. Amendment to Town Attorney Contract

At the April 20, 2015, Regular Workshop Meeting the Town Commission considered an amendment to the Town Attorney contract. The item was forwarded to the May 4, 2015, Regular Meeting for formal action. Recommended Action: Approval of the Consent Agenda will authorize the Mayor to execute the Town Attorney Contract Amendment.

8. Cancellation of July Workshop and August Meetings

As provided for in Article II, Section 13 of the Town Charter, the Town Commission will consider the possible cancellation of the July and August Regular Workshop Meetings and the August Regular Meeting. Recommended Action: Approval of the Consent Agenda will provide the formal action necessary to cancel the July and August meetings.

There was consensus to approve the Consent Agenda Items 7 and 8 as submitted and in accordance with the recommended action.

ORDINANCES - FIRST READING

9. Ordinance 2015-16, Amending Town Code Chapter 33, Boards and Commissions

At the April 20, 2015, Regular Workshop Meeting the Commission directed staff to prepare an Ordinance to reduce the number of Planning & Zoning (P&Z) Board members to seven (7) and to develop a process for appointment of the seven member Board. The Town Manager will outline a process that will accomplish this in a timeframe to have the newly seated Board meet with the Town Commission at the May 19, 2015, Joint Meeting between the Town Commission and the P&Z Board. Recommended Action: Pending first reading and discussion, forward to the May 18, 2015, Special Meeting at 1:00 PM for second reading and public hearing.

9. Ordinance 2015-16, Amending Town Code Chapter 33, Boards and Commissions - Continued

Town Clerk Trish Granger placed Ordinance 2015-16 on record for first reading by title only.

Commr. Pastor moved to pass Ordinance 2015-16 on first reading and to forward to the May 18, 2015, Special Meeting for second reading and public hearing. The motion was seconded by Commr. Younger.

Town Manager Dave Bullock gave an overview of the timeline for consideration and appointment of membership to the P&Z Board. Discussions were held with Town Manager Bullock and Town Attorney Maggie Mooney-Portale on the following topics/issues:

- schedule proposed for a Joint Meeting between the Commission and newly appointed P&Z Board
- consideration of term limits for newly appointed Board members
- method of implementing term limits
- mid-term appointment process in determination of a full term/length of service.

There was majority consensus to maintain the term limits as written in the Ordinance.

Mr. George Spoll, Harbourside Drive, commented on Ordinance 2015-16.

Individual comments followed on the ability to attract additional qualified candidates if term limits were instituted.

Town Attorney Mooney-Portale advised that the suggested term language offered - less than one-half of a term, would not count as a full term, confirmed that the initial appointments would be done on a random basis, and noted that those actions would be defensible.

Following comments, the motion to pass Ordinance 2015-16 failed by a 4-3 roll call vote, as follows: Pastor, aye; Younger, aye; Gans, aye; Zunz, no; Duncan, no; Daly, no; Larson, no.

Vice Mayor Gans moved to amend and pass Ordinance 2015-16 striking the term limit clauses and establishing the Planning and Zoning Board as a seven member board, and to forward to the May 18, 2015, Special Meeting for second reading and public hearing. The motion was seconded by Commr. Younger.

Discussion ensued on options to consider the Ordinance with term limits and a maximum number of years to serve.

Commr. Younger moved to amend the motion to include three, three year terms. The motion was seconded by Vice Mayor Gans. Subsequent to comments, the motion carried by a 6-1 roll call vote, as follows: Younger, aye; Gans, aye; Duncan, aye; Larson, aye; Daly, no; Zunz, aye; Pastor, aye.

9. Ordinance 2015-16, Amending Town Code Chapter 33, Boards and Commissions - Continued

Discussion ensued on establishing the number of months to be counted as a term (more than 18 months) and the total number of years to serve on the Board not to exceed 10.5 years.

Vice Mayor Gans to amend his motion to pass Ordinance 2015-16, as amended, to include a maximum of ten and one-half years of consecutive service and to forward Ordinance 2015-16, as amended to the May 18, 2015, Special Meeting for second reading and public hearing. The motion, seconded by Commr. Younger, carried by a 6-1 roll call vote, as follows: Gans, aye; Younger, aye; Daly, no; Zunz, aye; Larson, aye; Pastor, aye; Duncan, aye.

Commr. Zunz moved to reschedule the Joint Meeting between the Town Commission and the Planning and Zoning Board from May 19, 2015, to a later date. The motion died for lack of a second.

Upon inquiry, Planning, Zoning, and Building Department Director Alaina Ray noted that May 19, 2015, was the next scheduled meeting of the P&Z Board and it was the intent to have the new zoning category options presented to both the Town Commission and newly seated P&Z Board at the same time. Town Manager Bullock advised of the anticipated time schedule to develop Code revisions during the months of July and August.

10. Ordinance 2015-17, Amending the Town Code for Compliance With State Law Relating to Mangrove Regulation

Florida Statutes sets forth a comprehensive regulatory program regarding alteration and trimming of mangroves within the State of Florida. This regulatory program is administered by the Florida Department of Environmental Protection (FDEP). At the April 20, 2015, Regular Workshop Meeting, the Town Attorney recommended the Commission consider amending provisions of the Town Code to remove provisions that conflict with State Statutes. The sections that are proposed to be amended are contained in Chapters 98, 104, and 151. Recommended Action: Pending first reading and discussion, forward Ordinance 2015-17 to the June 1, 2015, Regular Meeting for second reading and public hearing.

Town Clerk Trish Granger placed Ordinance 2015-17 on record for first reading by title only.

Commr. Larson moved to pass Ordinance 2015-17 on first reading and to forward to the June 1, 2015, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Zunz.

Town Manager Dave Bullock provided an overview of statutory amendments relating to mangrove regulations. Upon inquiry, Town Attorney Maggie Mooney-Portale advised on the investigative process for documentation of violations relating to the enforcement of State laws and the penalties/fines that can be assessed by the Florida Department of Environmental Protection (FDEP) associated with violations and the authority of the Town's Code Enforcement Officer to document the violations and forward to the state for prosecution.

10. Ordinance 2015-17, Amending the Town Code for Compliance With State Law Relating to Mangrove Regulation - Continued

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

ORDINANCES - FIRST READING AND PUBLIC HEARING

11. Ordinance 2015-10, Comprehensive Plan Amendments, Future Land Use Element

At their March 17, 2015, Regular Meeting, the Planning & Zoning Board recommended approval of Ordinance 2015-10, as amended. The Comprehensive Plan amendment modifies future land use categories into more general groupings focused on opportunity areas identified throughout the Town. The Ordinance was considered at and forwarded from the April 20, 2015, Regular Workshop Meeting for first reading, public hearing, and discussion. Recommended Action: Pending first reading, public hearing, and discussion, forward Ordinance 2015-10 to Florida Department of Economic Opportunity (FDEO) for review and comment.

Town Clerk Trish Granger placed Ordinance 2015-10 on record for first reading and public hearing by title only.

Commr. Pastor moved to pass Ordinance 2015-10 on first reading and to forward to the Florida Department of Economic Opportunity (FDEO) for review and comment. The motion was seconded by Vice Mayor Gans.

Mayor Duncan opened the public hearing.

Following comments by Town Manager Dave Bullock, Planning, Zoning, and Building Department Director Alaina Ray gave a PowerPoint presentation on Ordinance 2015-10. Discussions were held on the following topics/issues:

- terminology utilized in the proposed land use categories
- process for moving forward and existing motion on the Ordinance
- option to amend verbiage during review by the State.

As no one wished to speak, Mayor Duncan closed the public hearing.

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

RECESS: 8:47 p.m. – 9:00 p.m.

12. Ordinance 2015-15, Amending the FY 2014-2015 Budget in the Amount of \$100,000 to Provide for Canal Survey and Feasibility Study

The Town Commission directed staff to evaluate canal conditions, depths, the need for dredging, and to also identify funding options to include a hybrid approach of special districts, and/or the use of ad valorem funds. To fully develop these evaluations and options staff needs to procure professional services for this study. Ordinance 2015-15 provides for funding in the amount of \$100,000 and was forwarded from the April 20, 2015, Regular Meeting for first reading and public hearing. Recommended Action: Pending first reading, public hearing, and discussion, forward Ordinance 2015-15 to the June 1, 2015, Regular Meeting for second reading and public hearing.

12. Ordinance 2015-15, Amending the FY 2014-2015 Budget in the Amount of \$100,000 to Provide for Canal Survey and Feasibility Study - Continued
Town Clerk Trish Granger placed Ordinance 2015-15 on record for first reading and public hearing by title only.

Commr. Larson moved to pass Ordinance 2015-15 on first reading and public hearing and to forward to the June 1, 2015, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Zunz.

Mayor Duncan opened the public hearing.

Town Manager Dave Bullock provided an overview of Ordinance 2015-15.

As no one wished to speak, Mayor Duncan closed the public hearing.

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

ORDINANCES - SECOND READING AND PUBLIC HEARING

13. Ordinance 2015-03, Comprehensive Plan, Capital Improvements Element (CIE) Update

The Planning & Zoning (P&Z) Board considered Ordinance 2015-03 at their February 17, 2015, Regular Meeting and forwarded it to the March 23, 2015, Regular Workshop Meeting for Commission consideration. The Town Commission amended Ordinance 2015-03 to provide for a project for turn lanes at Country Club Shores in Table 1. First reading was held at the April 6, 2015, Regular Meeting and Ordinance 2015-03 was forwarded to the May 4, 2015, Regular Meeting for second reading and public hearing. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2015-03.

Town Clerk Trish Granger placed Ordinance 2015-03 on record for second reading and public hearing by title only.

Vice Mayor Gans moved to adopt Ordinance 2015-03. The motion was seconded by Commr. Larson.

Mayor Duncan opened the public hearing.

Town Manager Dave Bullock provided an overview of Ordinance 2015-03, noting the amendment to Table 1 to include a turn lane from Gulf of Mexico into Country Club Shores.

The following individuals commented on Ordinance 2015-03:

- Ms. Katherine Lindaman, Hornblower Lane
- Mr. Jerry Lindaman, Hornblower Lane
- Mr. Edward Jewett, Gunwale Lane
- Ms. Susan McAnany, Hornblower Lane

13. Ordinance 2015-03, Comprehensive Plan, Capital Improvements Element (CIE) Update - Continued

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

Commr. Larson noted that a crosswalk for Country Club Shores was included in the plan.

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

14. Ordinance 2015-08, Moore's Stone Crab Restaurant, 800 Broadway Street, Comprehensive Plan Amendment

At their April 6, 2015, Regular Meeting the Town Commission held first reading and public hearing of Ordinance 2015-08 and forwarded the item to the May 4, 2015, Regular Meeting for second reading and public hearing. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2015-08.

Town Clerk Trish Granger placed Ordinance 2015-08 on record for first reading by title only.

Commr. Zunz moved to adopt Ordinance 2015-08. The motion was seconded by Commr. Pastor.

Mayor Duncan opened the public hearing.

Planning, Zoning, and Building (PZB) Department Director Alaina Ray gave a PowerPoint presentation on Ordinance 2015-08.

Mr. Peter Daily, representing Moore-Hicks Limited Partnership, commented on and supported approval of Ordinance 2015-08.

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

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

15. Ordinance 2015-09, Moore's Stone Crab Restaurant, 800 Broadway Street, Rezoning Application (Quasi-Judicial)

At their April 6, 2015, Regular Meeting the Town Commission held first reading and public hearing of Ordinance 2015-09 and forwarded the item to the May 4, 2015, Regular Meeting for second reading, public hearing, and discussion. Recommended Action: The Commission will base their decision on competent, substantial testimony provided at this meeting.

Subsequent to comments by Mayor Duncan on the procedures for conducting a quasi-judicial public hearing, Town Clerk Trish Granger administered the oath to all individuals wishing to provide testimony.

15. Ordinance 2015-09, Moore's Stone Crab Restaurant, 800 Broadway Street, Rezoning Application (Quasi-Judicial)

Town Attorney Maggie Mooney-Portale reviewed the ex parte communications disclosure requirements and inquired as to any required disclosures. Commr. Zunz noted attendance at the original meeting held by Moore's representatives and Commr. Larson noted meetings with Mr. Moore and Mr. Caragiulo. Upon inquiry, both Commissioners advised that they could consider the application without prejudice.

Town Clerk Granger placed Ordinance 2015-09 on record for second reading and public hearing by title only.

Mayor Duncan opened the public hearing.

Following comments, Planning, Zoning, and Building (PZB) Department Director Alaina Ray, duly sworn, provided an overview of Ordinance 2015-09 and noted that the previous testimony and presentations provided at the April 6, 2015, Regular Meeting on the petition were being incorporated by reference.

Mr. Peter Daily, representing Moore-Hicks Limited Partnership and duly sworn, commented on the requested rezoning, noted his previous testimony and presentation at the April 6, 2015, Regular Meeting was being incorporated by reference, and supported approval.

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

Commr. Larson moved to adopt Ordinance 2015-09. The motion, seconded by Commr. Younger, carried by a 7-0 roll call vote, as follows: Larson, aye; Younger, aye; Daly, aye; Zunz, aye; Pastor, aye; Gans, aye; Duncan, aye.

16. Ordinance 2015-12 Amending Chapter 110, Alcohol Beverages, Hours of Sale:

At the March 23, 2015, Regular Meeting the Town Commission considered Ordinance 2015-12 which amends Town Code Chapter 110.01(A)(7) to more closely align with regulations in neighboring municipalities and Sarasota County. First reading of Ordinance 2015-12 was held at the April 6, 2015, Regular Meeting and was forwarded for second reading and public hearing at the May 4, 2015, Regular Meeting. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2015-12.

Town Clerk Trish Granger placed Ordinance 2015-12 on record for second reading and public hearing by title only.

Vice Mayor Gans moved to adopt Ordinance 2015-12. The motion was seconded by Commr. Pastor.

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

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

17. Ordinance 2015-13, Providing for Pass-Through of Manatee County Rate Increase

On November 18, 2014, the Manatee County Board of County Commissions enacted Resolution R-14-154 which authorized two consecutive yearly wholesale water and wastewater rate increases. Town Commission policy direction, per Town Code provisions, has been to pass-through Manatee County rate changes to the Town's utility ratepayers. The first Manatee County rate increase was effective on January 1, 2015, with the second effective on January 1, 2016. Ordinance 2015-13 formalizes the utility rate increase pass-through and was placed on the April 4, 2015, Regular Meeting for first reading. The item was forwarded to the May 4, 2015, Regular Meeting for second reading and public hearing. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2015-13.

Town Clerk Trish Granger placed Ordinance 2015-13 on record for second reading and public hearing by title only.

Commr. Pastor moved to adopt Ordinance 2015-13. The motion was seconded by Commr. Zunz.

Mayor Duncan opened the public hearing.

Town Manager Dave Bullock, gave an overview on Ordinance 2015-13 and the rate increase enacted by Manatee County and responded to inquiry regarding the status of results of the testing relating to water infiltration into the wastewater system.

As no one wished to speak, Mayor Duncan closed the public hearing.

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

RESOLUTIONS

18. Resolution 2015-08, Solid Waste Franchise Agreement, Annual Service Rate Adjustment

The Town's Solid Waste Franchise Agreement (Ordinance 2014-21) provides for annual adjustments to the collection fee components using the Consumer Price Indexes and a formula provided for in the Agreement. Such adjustments are effective beginning July 1, 2015, and calculated annually thereafter through the term of the Agreement. Resolution 2015-08 provides for the July 1, 2015, annual service rate adjustment. Recommended Action: Pending discussion, pass Resolution 2015-08.

Town Clerk Trish Granger placed Resolution 2015-08 on record by title only.

Commr. Zunz moved to pass Resolution 2015-08. The motion was seconded by Commr. Larson.

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

19. Resolution 2015-09, Budget Transfer in the Amount of \$25,000 from Commission Contingency to Police, Wages/Overtime

Due to vacancies in Police Dispatch, the Police Department has cross-trained Officers to perform dispatch functions in an overtime capacity. The Finance Department anticipates that another \$25,000 will be required to provide funding for Dispatch operations through the end of FY 2014-2015. Resolution 2015-09 was forwarded from the April 20, 2015, Regular Workshop Meeting for formal action. Recommended Action: Pending discussion, pass Resolution 2015-09.

Town Clerk Trish Granger placed Resolution 2015-09 on record by title only.

Commr. Younger moved to pass Resolution 2015-09. The motion was seconded by Commr. Pastor.

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

20. Resolution 2015-10, Providing for Emergency Authorization for Town Manager:

Hurricane season occurs during a time when many of our residents, including Commissioners, are away. Proposed Resolution 2015-10 provides methods to obtain a quorum or gives the Town Manager authority to expend funds and take emergency action in the event a quorum of the Commission is not available. Resolution 2015-10 was forwarded from the April 20, 2015 Regular Workshop Meeting for formal action. Recommended Action: Pending discussion, pass Resolution 2015-10.

Town Clerk Trish Granger placed Resolution 2015-10 on record by title only.

Commr. Zunz moved to pass Resolution 2015-10. The motion was seconded by Commr. Pastor.

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

21. Resolution 2015-11, Amending Resolution 2015-03, Written Notice of Intent to Withdraw from Public Risk Management of Florida (PRM) Pool

At the April 6, 2015 Regular Meeting the Town Commission passed Resolution 2015-03 which provided notice to PRM of the Town's intent to seek competitive quotes for liability, auto and property (LAP) insurances. Although it was clear in the Town Manager's memorandum, the words "health insurance" were incorrectly included in the Resolution language as part of the services in which the Town would seek competitive quotes. Resolution 2015-11 amends Resolution 2015-03 to clarify the Town's intent. Recommended Action: Pending discussion, pass Resolution 2015-11.

Town Clerk Trish Granger placed Resolution 2015-11 on record by title only.

21. Resolution 2015-11, Amending Resolution 2015-03, Written Notice of Intent to Withdraw from Public Risk Management of Florida (PRM) Pool
Commr. Zunz moved to pass Resolution 2015-11. The motion was seconded by Commr. Pastor.

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

NEW BUSINESS

22. Consideration of Memorandum of Understanding Between Sarasota County Property Appraiser and Town of Longboat Key Taxing District for Homestead Exemption Fraud Reduction

Based on his research on methods to uncover homestead tax exemption fraud, Sarasota County Property Appraiser Bill Furst has proposed an interlocal agreement between Sarasota County taxing authorities and Tax Management Associates (TMA). TMA specializes in assisting governments in identifying and investigating potential fraudulent homestead exemptions, and recovers ad valorem property tax revenue that would otherwise be unbilled and uncollected. The Memorandum of Understanding between the Sarasota County Property Appraiser and the Town of Longboat Key was discussed at the March 23, 2015, Regular Workshop Meeting for Commission consideration and forwarded to the May 4, 2015, Regular Meeting Consent Agenda for formal action. Recommended Action: Approval of the Consent Agenda will authorize entering the Memorandum of Understanding with the Sarasota County Property Appraiser.

Town Manager Dave Bullock reviewed the proposal, discussed the Property Appraiser's contract with the vendor, and advised that he would contact the Manatee County Property Appraiser's office to determine their participation.

Commr. Younger moved to approve the Interlocal Agreement. The motion, seconded by Commr. Larson, carried by a 7-0 roll call vote, as follows: Younger, aye; Larson, aye; Zunz, aye; Daly, aye; Duncan, aye; Gans, aye; Pastor, aye.

23. Appointments to Town Boards and Committees

Appointments for the expiring or open seats on Town Boards and Committees (Code Enforcement Board and Zoning Board of Adjustment) will be considered at the May 4, 2015 Regular Meeting. Recommended Action: Pending discussion, appoint members to Town Boards and Committees.

Following comments by Mayor Duncan, Town Clerk Trish Granger proceeded with a roll call vote on the appointments, with the following individuals appointed:

Code Enforcement Board:

**Mr. Robert Krosney
Mr. Irwin Lowenstein**

Zoning Board of Adjustment:

**Ms. Gaele Barthold
Ms. Ann Roth.**

TOWN COMMISSION COMMENTS

A. Emergency Services

Commr. Pastor noted meetings with Town Staff and with Sarasota County Sheriff's Office representatives, advised of the issues discussed relating to the transfer of dispatch services to the County, and confirmed the assurances given by Sarasota County to provide the same high level of service the Town currently receives through the Police Department staff.

Individual comments followed commending Commr. Pastor on his diligence in following up on concerns he had.

B. Public Works

Following comments, Mayor Duncan moved to direct staff to complete a road sign survey for Gulf of Mexico Drive to include recommendations from staff on possible sign reductions and to define what the sign implications will be at proposed crosswalks. The motion, seconded by Commr. Larson, carried by a 7-0 roll call vote, as follows: Duncan, aye; Larson, aye; Daly, aye; Zunz, aye; Pastor, aye; Younger, aye; Gans, aye.

TOWN MANAGER COMMENTS

A. Public Works

Town Manager Dave Bullock commented on the petition received relating to the storage of boats on Town property in the Village and advised that he would postpone action until the fall. Discussion ensued on the following topics/issues:

- existing regulations on utilization of publicly owned Town property
- opposing opinions of Village residents on the issue
- documentation of action that is taken
- inventory of boats utilizing the property/lack of information on ownership
- Town liability, if any, for the property being stored.

B. Public Works

Town Manager Dave Bullock advised that discussion of the Bayfront Park Recreation Center funding by the Sarasota Board of County Commissioners was tentatively scheduled for June 3, 2015, at the Sarasota County Administration Center, 1660 Ringling Boulevard, Sarasota.

C. Sarasota Property Appraiser

Commr. Larson noted she had discussed an issue with Town Manager Dave Bullock relating to complaints received from residents on tax assessments (property of land valuations increasing/valuation of home decreasing) by the Sarasota County Property Appraiser's office.

D. Town Clerk/Human Resources

Town Manager Dave Bullock commented on the Wellness/Health Fair scheduled for May 21, 2015, and on the adopted Vision/Mission Statement/Core Values to raise awareness of health and wellness opportunities for residents, advised that the event would be open to residents, and noted that the Town had received sponsorship to fund portions of the event.

TOWN ATTORNEY COMMENTS - No items were presented.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Duncan adjourned the May 4, 2015, Regular Meeting at 10:08 p.m.

Trish Granger, Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL BUDGET WORKSHOP
MAY 18, 2015 - 9:00 A.M.**

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

Also: Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale
Present: Deputy Town Clerk Jo Ann Mixon

CALL TO ORDER

Mayor Duncan called the Special Workshop Meeting to order at 9:00 a.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

DISCUSSION ITEMS

1. Discussion of FY 2015-2016 Budget and FY 2016-2020 Capital Improvement Plan

The Town Manager will provide an update on the current year Budget, a review of the Fiscal Year (FY) 2015-2016 budget and FY 2016-2020 Five Year Capital Improvement Plan currently under development. Recommended Action: Pending discussion, provide direction to Manager

Town Manager David Bullock outlined the internal budget process, provided an update on the FY 2014-2015 Budget, identified fund types, reviewed the FY 2015-2016 Preliminary Budget, and the FY 2016-2020 Five-Year Capital Improvement Plan under development. Discussions were held on the following topics/issues:

- fund types/definition of acceptable uses
- General Fund Revenue Transfers
(Town Manager approval for transfers under \$10,000.00/Commission approval for transfers over \$10,000/Commission approval for department to department transfers)
- 2014 property construction projections/land value increases
- property appraisal process

Subsequent to discussion, there was consensus to invite the Manatee and Sarasota County Property Appraisers and a State of Florida representative to a future meeting to discuss the appraisal process.

Additional discussions were held on the following topics/issues:

- Firefighters' Deferred Retirement Option Plan (DROP) membership/Florida Retirement System (FRS) contribution
- Police Department Marine Patrol boat
- use of the pension assigned dollars as an increased contribution.

There was consensus for Staff to provide options on how to manage the \$1.6 million identified as Assigned Pension.

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

Discussion Items - Continued

1. Discussion of FY 2015-2016 Budget and FY 2016-2020 Capital Improvement Plan - Continued

Discussions continued on the following topics/issues:

- Bayfront Park/Sarasota County reimbursement process
- Fire Department Records Management Program/grants
- Infrastructure Surtax Fund.

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

RECESS

Mayor Duncan recessed the May 18, 2015, Town Commission Special Budget Workshop at 10:57 a.m.

CALL TO ORDER

Mayor Duncan reconvened the the Special Budget Workshop at 3:35 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

1. Discussion of FY 2015-2016 Budget and FY 2016-2020 Capital Improvement Plan - Continued

Following comments by Town Manager Dave Bullock, Tennis Center Manager Kay Thayer presented an overview of sales at the Tennis Center by zip code. Discussions were held on the following topics/issues:

- sales by type FY 2014-2015
- family/single membership and walk-on game participation
- period covered by reports presented (October 1, 2014 through May 12, 2015)
- comparison of sales/expenditures for Fiscal Years 2011 through 2016
- revenue sources (membership revenue, merchandise sales, etc.)
- consideration to increase membership fees
- credit card fees/options to offer discount for cash or checks
- crediting of any "profit" or "loss" to specific funds
- video camera monitoring
- computerized booking system
- determination of seasonal (6 months) versus winter (3 months) rates
- rate comparisons between other public and private courts.

Individual comments followed on the benefits to the Town in maintaining a public Tennis Center.

Town Manager Bullock advised that he would report back on the flood insurance line item and discussed line item reserves and contingency funds, establishment of the revenue fund accounts, and holiday pay for staff members.

Individual comments followed.

ADJOURNMENT

Mayor Duncan adjourned the May 18, 2015, Special Budget Workshop at 4:22 p.m.

Jo Ann Mixon, Deputy Town Clerk
Trish Granger, Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

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**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL WORKSHOP MEETING
MAY 18, 2015 - 11:00 A.M.**

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

Also Present: Town Manager Dave Bullock, Town Attorney Maggie Mooney-Portale, Deputy Town Clerk Jo Ann Mixon

CALL TO ORDER

Mayor Duncan called the May 18, 2015, Special Workshop to order in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, at 11:05 a.m.

1. Meet and Greet with Citizens Interested in Serving on the Town's Boards and Committees

The Town Clerk's Office has received applications from citizens interested in serving on the Planning and Zoning (P&Z) Board. The Town Commission established a policy to hold a Meet and Greet with citizens prior to the formal appointments of individuals to the Town's Boards and Committees.

Following opening remarks by Mayor Duncan, the following applicants provided background information on their credentials and identified an interest in appointment to the Planning & Zoning Board:

- Mr. Andrew Aitken
- Ms. B.J. Bishop
- Mr. Allen Brown
- Mr. James (Jim) Brown
- Mr. Leonard Garner
- Mr. Al Hixon
- Mr. Stephen Madva
- Mr. Ken Marsh
- Mr. Kenneth Schneier
- Mr. George Symanski
- Mr. John Wild.

(Note: Mr. Joe Fabrizio had notified the Town Clerk's office of a prior commitment out of town that precluded his participation.)

Mayor Duncan thanked the applicants for volunteering to serve on the Planning & Zoning Board and advised appointments would be made at the Special Meeting later this date.

PUBLIC TO BE HEARD

2. 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.

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ADJOURNMENT

Mayor Duncan adjourned the May 18, 2015, Special Workshop at 11:54 p.m.

Jo Ann Mixon, Deputy Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL MEETING
MAY 18, 2015 - 1:00 P.M.**

Present: Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, 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/PLEDGE OF ALLEGIANCE

Mayor Duncan called the May 18, 2015, Special Meeting to order at 1:00 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.

At each meeting the Town Commission sets aside a time for the public to address issues that are not on the agenda.

CERTIFICATION OF ELECTION

2. Results of the Special Referendum Election

The Town Clerk will present the results of the Special Referendum Election for Town Commission canvassing and declaration of Election results.

Town Clerk Trish Granger read into the record the Special Referendum Ballot language and reported the following results of the May 12, 2015, Special Referendum Election, noting a minor adjustment to the totals previously reported by the Sarasota County Supervisor of Elections office subsequent to the results of the Manual Audit:

In Favor of Referendum Question: 1,946 votes
Against Referendum Question: 1,718 votes

Vice Mayor Gans moved to certify the results of the May 12, 2015, Special Referendum Election. The motion, seconded by Commr. Zunz, carried by a 7-0 roll call vote, as follows: Gans, aye; Zunz, aye; Younger, aye; Pastor, aye; Larson, aye; Daly, aye; Duncan, aye.

ORDINANCES – SECOND READING AND PUBLIC HEARING

3. Ordinance 2015-16, Amending Town Code Chapter 33, Boards and Commissions

At the April 20, 2015, Regular Workshop Meeting the Commission directed staff to prepare an Ordinance to reduce the number of Planning & Zoning (P&Z) Board members to seven and to develop a process for appointment of the seven member Board. At the May 4, 2015, Regular Meeting the Commission considered and amended Ordinance 2015-16 to establish the seven member Board and provide for term limits. Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2015-16.

Town Clerk Trish Granger place Ordinance 2015-16 on record for second reading and public hearing by title only.

3. Ordinance 2015-16, Amending Town Code Chapter 33, Boards and Commissions - Continued

Commr. Younger moved to adopt Ordinance 2015-16. The motion was seconded by Commr. Pastor.

Mayor Duncan opened the public hearing.

Following comments by Town Manager Dave Bullock, Maggie Mooney-Portale provided an overview of the amendments directed by the Town Commission at the May 4, 2015, Regular Meeting.

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

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

NEW BUSINESS

4. Appointments to Town Boards and Committees

Appointments to the Planning & Zoning (P&Z) Board will be considered at the May 18, 2015, Special Meeting. Recommended Action: Pending discussion, appoint members to Planning & Zoning Board.

Following comments by Mayor Duncan, Town Clerk Trish Granger proceeded with a roll call vote on the Board vacancies, with the following individuals receiving a minimum of four votes:

- Mr. Andrew Aitken**
- Ms. B.J. Bishop**
- Mr. Jim Brown**
- Mr. Leonard Garner**
- Mr. Stephen Madva**
- Mr. Ken Schneier**
- Mr. George Symanski**

Town Clerk Granger requested and the appointees proceeded with a straw ballot on the length of terms, with the following terms drawn:

- One-Year Term: Mr. Andrew Aitken**
- One-Year Term: Mr. Leonard Garner**
- Two-Year Term: Mr. Stephen Madva**
- Two-Year Term: Mr. Ken Schneier**
- Three-Year Term: Mr. Jim Brown**
- Three-Year Term: Ms. B.J. Bishop**
- Three-Year Term: Mr. George Symanski.**

ADJOURNMENT

Mayor Duncan noted the Regular Workshop Meeting would be convened at 1:35 p.m. to provide time for the film crew to reset their equipment and adjourned the Special Meeting at 1:23 p.m.

Trish Granger, Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP MEETING
MAY 18, 2015 - 1:36 P.M.**

Present: Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, 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/PLEDGE OF ALLEGIANCE

Mayor Duncan called the May 18, 2015, Regular Workshop Meeting to order at 1:36 p.m., in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Commr. Larson 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 that Manatee and Sarasota Counties are collaborating and have formed a Suncoast Campaign for Grade Level Reading, noted support by various agencies, and advised that she will be attending a meeting scheduled by the organization on July 30, 2015. Commr. Zunz requested consideration to have the School Superintendents of both counties and School Board Members at a future meeting of the Commission.

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

4. ManaSota League of Cities Report

A. Legislation

Following comments by Mayor Duncan on the scheduling of a Special Legislative Session, Town Manager Dave Bullock advised that the Session has been called for June 1 through June 20, 2015.

Mayor Duncan noted comments from legislators attending a recent breakfast meeting relating to the early adjournment by the Florida House of Representatives.

B. ManaSota League of Cities

Mayor Duncan noted the ManaSota League of Cities had completed revisions to the By-Laws and advised that Manatee and Sarasota County Governments will not be voting members of the ManaSota League of Cities. Upon inquiry, Mayor Duncan confirmed that the Counties could be Associate Members but without voting representation.

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COMMITTEE REPORTS AND COMMUNICATIONS- Continued

5. Other Reports

A. Organizations

Commr. Larson advised that the Sarasota Bay Estuary Program (SBEP) had received \$3,000,000.00 resulting from the Deep Water Horizon (BP oil spill) settlement and that the funding would be used for “shovel ready” projects only. Discussion ensued on the projects to be funded.

B. Proclamations

Mayor Duncan read and presented Public Works Director Juan Florensa with a proclamation declaring May 17 through 23, 2015, as National Public Works Week.

C. Public Works

Public Works Director Juan Florensa noted that Public Works Utilities Service Worker Two Jason Schmidt was selected as the 2015 Public Works Team Member of the Year by his co-workers, commented on Mr. Schmidt’s service to the Town, and presented him with a plaque commemorating his service.

Mr. Schmidt thanked the Commission for providing time for his recognition, thanked his co-workers for their confidence, and noted his continued efforts to provide superior service to the Town’s residents and visitors.

Following comments, Town Manager Dave Bullock noted that Mr. Schmidt had been presented a Citizen’s Commendation in April 2013 for his actions relating to a residential structure fire for ensuring that the occupants were all safely out of the building.

CONSENT AGENDA

6. Proposed Resolution 2015-13, Inlet Management Plan Funding Resolution—Joint Project with Manatee County for the Longboat Pass Dredging

The Town submitted an original application for State grant funding related to the future maintenance dredging of Longboat Pass in 2013. A funding request will be submitted this year and a funding resolution must accompany the joint application. Proposed Resolution 2015-13 provides for the Town to be jointly eligible along with Manatee County for State funding assistance. Recommended Action: Approval of the Consent Agenda will forward this item to the June 1, 2015, Regular Meeting for formal action.

7. Proposed Resolution 2015-14, Annual Beach Funding Resolution

The State of Florida Beach Management Funding Assistance Program (formerly the Beach Erosion Control Program) has been a recurring source of funding for the Town’s beach erosion/nourishment projects. Each year the Town Commission passes a beach funding resolution in order to remain eligible for State grants. Proposed Resolution 2015-14 must accompany applications for beach project funding submitted to the Florida Department of Environmental Protection. Recommended Action: Approval of the Consent Agenda will forward this item to the June 1, 2015, Regular Meeting for formal action.

CONSENT AGENDA - Continued

8. Proposed Resolution 2015-15, Longboat Pass Maintenance Dredging and Beneficial Sediment Use Project

Proposed Resolution 2015-15 is a request to the State of Florida to fund improvements the Town may undertake on its own that are strictly related to the Inlet Management Plan Study. The funding under this category has a potential reimbursement of 50-75%. A separate application and funding resolution is required for this funding request. Recommended Action: Approval of the Consent Agenda will forward this item to the June 1, 2015, Regular Meeting for formal action.

9. Consideration of Contract Extension with the Town's Financial Advisor, PFM Asset Management LLC

PFM Asset Management LLC has been contracted as the Town's Financial Advisor since 2007 with the contract expiring on June 30, 2015. As there are still significant projects in progress, the Town Manager recommends a contract extension for a period of one year. Recommended Action: Approval of the Consent Agenda will forward the PFM Asset Management LLC Contract Extension to the June 1, 2015, Regular Meeting Consent Agenda for formal action.

10. Consideration of Request for Temporary Closure of Bay Isles Road for July 4, 2015 Freedom Festival

The Longboat Key Chamber of Commerce has requested Commission consideration for temporary closure of Bay Isles Road on July 4th between the hours of 8:30 and 11:30 AM to hold the annual Freedom Festival parade and festivities scheduled to begin at 9:00 AM. Recommended Action: Approval of the Consent Agenda will forward this item to the June 1, 2015, Regular Meeting Consent Agenda for formal action.

There was consensus to approve Consent Agenda Items 6 through 10 in accordance with Staff's reports and recommendations.

DISCUSSION ITEMS

11. Consideration of Code Enforcement Board Administrative Order Relative to Case Number 15-01

At their May 11, 2015, Regular Meeting the Code Enforcement Board heard Case Number 15-01 and executed an Administrative Order requesting the Town Commission to take formal action on this Case. Code Enforcement Officer Elbon and the Town Attorney have provided a report and background information regarding this item for Commission consideration. Recommended Action: Pending discussion, provide direction.

Following comments, Town Attorney Maggie Mooney-Portale provided an overview of the Code Enforcement Board (CEB) action on the case and reviewed the Town Code provisions relating to consideration of the issue referred to the Town Commission. Discussions were held with Town Attorney Mooney-Portale and Police Department Code Enforcement Officer Chris Elbon on the following topics/issues:

- previous action taken by Town Commission on a seawall collapsing into the Bay
- property ownership considerations (homestead property versus bank-owned property)
- complaint received from Mr. Larry Grossman on the condition of seawall
- evidence presented to the Code Enforcement Board

11. Consideration of Code Enforcement Board Administrative Order Relative to Case Number 15-01- Continued

- lien collection process on a homestead property
- code enforcement process
- impact to neighboring properties if seawall in question collapses
- burden placed on Town by Code Enforcement Board
- consideration of financial issues in action taken
- enforcement processes in place
- health, safety, and welfare issues
- viewing of condition of seawall from neighbors property
- ability of any person to file a complaint on any property through the code enforcement process.

Mr. Steve Reid, Longboat Key News, inquired as to the standard authority held by the Town Commission on different types of corrective actions and collection options for code enforcement action.

Discussion ensued on the following topics/issues:

- repair versus replacement costs of a seawall
- ability to remand issue back to Code Enforcement Board at formal meeting.

There was consensus to provide the required notice and to forward the issue to the June 1, 2015, Regular Meeting for consideration.

12. Discussion Regarding Peafowl

At the March 23, 2015 Regular Workshop Meeting the Commission requested this item be placed on a future Regular Workshop Meeting agenda for Commission review. Staff has provided an update on previous Commission action on this subject for consideration at the May 18, 2015 Regular Workshop Meeting. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Mayor Duncan, Town Manager Dave Bullock provided a historical review of past Commission action. Discussion ensued on the following topics/issues:

- past action by the Village Association in attempting to reduce flock size
- develop list of pros and cons on addressing animal control issues
- fragmentation of residents' opinions in the Village
- other animal control issues on the Key.

Mayor Duncan noted consensus to have staff review and provide options on control of peacocks and other nuisance animals.

Town Manager Bullock provided an overview as to Staff's understanding of Commission direction given.

12. Discussion Regarding Peafowl - Continued

Subsequent to comments about inclusion of other wildlife, there was majority consensus to not consider additional nuisance animals and to report back on the control of peafowl.

RECESS: 2:58 p.m. – 3:10 p.m.

13. Proposed Resolution 2015-12, Budget Transfer in the Amount of \$19,944 from Contingency to Finance Department for Purchasing Manager and Part-Time Position: The Finance Department's Finance Specialist has resigned effective May 15, 2015 which provides an opportunity to reorganize positions within the Department. The Town Manager is requesting a supplemental appropriation for wages and related employee benefits for a Purchasing Manager position, and to fund a permanent, part-time position to perform other non-purchasing functions. Proposed Resolution 2015-12 provides for a budget transfer in the amount of \$19,944 to fund these positions within the FY 2014-2015 budget. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock commented on the functions of the Finance Specialist for purchasing, payroll, and EMS (Emergency Medical Service) billing advising that the tasks will be split between an experienced purchasing staff member and part-time staff member.

Upon inquiry, Finance Director Sue Smith noted the response to the advertisement for the position.

There was consensus to forward Resolution 2015-12 to the June 1, 2015, Regular Meeting for formal action.

14. Proposed Ordinance 2015-18, Amending Chapter 38, Purchasing

The Town Attorney has drafted proposed Ordinance 2015-18 which provides for a Purchasing Manager, and other changes recommended by the Town Attorney and Town Manager. This item is forwarded for Commission consideration at the May 18, 2015 Regular Workshop Meeting. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock commented on the proposed amendments to Chapter 38 of the Town Code. Discussion ensued on the proposed amount of bid bond and costs to file a protest on an award of a bid.

There was consensus to forward Ordinance 2015-18 to the June 1, 2015, Regular Meeting for first reading.

TOWN COMMISSION COMMENTS

A. Town Commission

Vice Mayor Gans noted difficulty in hearing some of the speakers at the podium and requested Staff review to increase the volume from podium microphone.

TOWN COMMISSION COMMENTS - Continued

B. Other Business

Vice Mayor Gans noted and offered anniversary wishes to his wife.

C. Property Appraiser

Commr. Larson commented on the process for the assessment/valuations performed by the Sarasota County Property Appraiser relating to land valuations and requested Staff's review and report on the process used.

D. Town Commission

Mayor Duncan noted that the City of Sarasota scheduled a joint meeting of all Sarasota municipalities, confirmed that a previous invitation from the City of North Port had been declined as there was no established agenda items, and advised that the Mayor's met following the Sarasota Council of Governments (COG) meeting and may have reached consensus for a reduced participation inviting the Mayors and Managers to the meeting. Mayor Duncan advised that no attendance by the Town will be confirmed until an agenda is developed.

E. Town Commission/Planning and Zoning Board

Mayor Duncan noted that a Joint Meeting with the newly appointed Planning and Zoning Board was scheduled for May 19, 2015, at 9:00 a.m., in the Town Commission Chamber (501 Bay Isles Road, Longboat Key).

F. Town Facilities

Mayor Duncan requested that Staff check on the lack of lighting of the flag in front of Town Hall at night.

G. Budget

Following comments by Mayor Duncan, there was consensus to continue the budget discussion following adjournment of the May 18, 2015, Regular Workshop Meeting.

TOWN ATTORNEY COMMENTS

A. Town Commission

Town Attorney Maggie Mooney-Portale noted the Manatee County Government Seminar on May 26, 2015, which will meet the requirement for annual ethics training for municipal elected officials.

B. Litigation

Town Attorney Maggie Mooney-Portale noted that on May 27, 2015, Oral Arguments are scheduled in Lakeland, Florida, relating to the Advanced Properties case and requested that Commissioners contact her if they are interested in attending.

A. Town Commission - Continued

Mayor Duncan noted he would be attending the Manatee County public records/ethics seminar and would leave Town Hall at 11:45 a.m. for those wishing to car pool.

TOWN ATTORNEY COMMENTS - Continued

A. Town Commission - Continued

Commr. Larson inquired as to videotaping and compliance by viewing the seminar. **Following comments, Commr. Larson requested that the Town Attorney advise if the seminar would be broadcast live.**

TOWN MANAGER COMMENTS

A. Government Agencies

Town Manager Dave Bullock advised that the Sarasota County Commission would be discussing the funding request for Bayfront Park Recreation Center at their June 3, 2015, Commission meeting, noted the meeting would be held at the Sarasota County Administration Building (1660 Ringling Boulevard, Sarasota), and requested attendance by any Commissioners who are available on June 3, 2015.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Duncan adjourned the May 18, 2015, Regular Workshop Meeting at 3:34 p.m.

Trish Granger, Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

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

**MINUTES
LONGBOAT KEY TOWN COMMISSION
JOINT WORKSHOP
WITH THE PLANNING AND ZONING BOARD
MAY 19, 2015 - 9:00 A.M.**

Present: Town Commission

Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, Lynn Larson, Irwin Pastor, Phill Younger, Pat Zunz

Planning & Zoning Board Members

Andrew Aitken, B.J. Bishop, James Brown, Leonard Garner, Stephen Madva, Kenneth Schneier, George Symanski

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Duncan called the May 19, 2015, Joint Workshop with the Planning and Zoning Board to order at 9:00 a.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

ADMINISTRATION OF OATH FOR NEWLY APPOINTED P&Z BOARD MEMBERS

Deputy Town Clerk Jo Ann Mixon administered the Oath of Office to the recently appointed Planning & Zoning (P&Z) Board members.

Mayor Duncan thanked the newly appointed P&Z Board members for volunteering, reviewed the meeting process, and noted the opportunity for success when joint meetings were held.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission

At each meeting the Town Commission sets aside a time for the public to address issues that are not on the agenda.

DISCUSSION ITEMS

2. Discussion Regarding Potential New Density Ranges and New Zoning Districts for Non-Conforming Tourist and Mixed Residential Properties

Staff will provide information addressing Non-Conforming Land Use Categories and Zoning Districts, existing and future density limitations, Category and District attributes and parameters, and other elements related to the resolution of existing non-conforming densities.

Planning, Zoning, and Building (PZB) Department Director Alaina Ray provided information that addressed non-conforming land use categories and zoning districts, existing and future density limitations, category and district attributes and parameters, and other elements related to the resolution of existing non-conforming densities.

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

DISCUSSION ITEMS - Continued

2. Discussion Regarding Potential New Density Ranges and New Zoning Districts for Non-Conforming Tourist and Mixed Residential Properties - Continued

Discussions were held on the following topics/issues:

- density direction of the Town (policy)
- tourism density
- proving existing property scenarios
- 2008 referendum (opportunity to enact codes)
- create methodology
- revitalization
- redevelopment/project funding
- perform square footage analysis to identify units and allow for development
- conceptual framework with ability to modernize
- recent ordinance amendments
- small residential condominium redevelopment opportunities
- addressing the volume issue
- revitalization and modernization for property in a residential related capacity
- zoning district/underlying nonconforming properties.

Town Manager Dave Bullock addressed the underlying nonconforming property issues.

(Note: P&Z Board Member Madva left the meeting at 10:05 a.m.)

RECESS: 10:54 a.m. - 11:15 a.m.

Florida Resilient Communities Initiative (FRCI) Representative Jerry Murphy and PZB Director Ray continued the PowerPoint presentation. Discussions were held on the following topics/issues:

- Scenarios to conform existing density (referendum required)
- generalized zoning units/future land use
- Scenarios 1 and 2 differences regarding tourism.

FRCI Representative Gene Boles identified differences between Scenarios 1 and 2, highlighting mixed residential and tourism. Discussions were held on the following topics/issues:

- mixed use issues/development code flexibility
- zoning classifications/special district designation
- scenario options – choosing options from different scenarios
- pooling within a particular zoning district
- redevelopment time period
- citizens' education on referendum issues (messaging)
- redevelopment pool - required referendum
- Staff's recommendation - a hybrid model including Scenario 1 for multi-family
- Planned Unit Development (PUD) scenario.

DISCUSSION ITEMS- Continued

2. Discussion Regarding Potential New Density Ranges and New Zoning Districts for Non-Conforming Tourist and Mixed Residential Properties - Continued

Following discussion, there was consensus to move forward with Scenario 1 with a hybrid element for Tourism.

Additional discussions were held on the following topics/issues:

- scheduling a Town Commission P&Z Board Joint Meeting in the fall 2015
- scheduling P&Z Board Meetings during the summer of 2015 (no action on Development plans or site plans)
- revitalization flexibility.

There was consensus to hold a Joint Meeting during the month of September 2015.

PZB Director Ray summarized the presentation and discussion was held on the following topics/issues:

- incorporate Section C language as provided by Commissioner Younger
- height and stories
- parking / open space
- eliminate Transferable Development Rights (TDR)
- drafting legislation for consideration at the September Joint Meeting
- outreach efforts toward referendum scenarios

ADJOURNMENT

Mayor Duncan adjourned the May 19, 2015, Town Commission Joint Meeting with the Planning & Zoning Board at 12:35 p.m.

Jo Ann Mixon, Deputy Town Clerk

Jack G. Duncan, Mayor

Minutes approved: _____

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End of Agenda Item