

**MINUTES
LONGBOAT KEY TOWN COMMISSION
SPECIAL WORKSHOP MEETING
SEPTEMBER 12, 2016 - 9:00 A.M.**

Present: Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, Armando Linde, Irwin Pastor, Phill Younger, Ed 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 September 12, 2016, Special Workshop to order at 9:00 a.m., in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida.

Mayor Duncan noted the Town's Civility Policy and read the Pledge of Public Conduct.

1. Opportunity for Public to Address Town Commission

A. Elections

Mr. Gene Jaleski, Cedar Street, commented on the August referendum election.

B. Public Works

Mr. Glenn Peterson, Gulf of Mexico Drive, thanked the Town Commission and Public Works staff for the flag display honoring the victims of the September 11, 2001, terrorist attacks.

Mayor Duncan commented on the placement of the flags and thanked staff for continuing the tradition each year.

C. Elections

Mr. Larry Grossman, St. Judes Drive North, commented on the August referendum election and options for the use of the gas station property on the North end of the Key.

2. Neighborhood Undergrounding Update

A. At the July 5, 2016, Special Meeting the Town Commission directed staff to review certain elements of the assessment methodology and bring back to the Commission for consideration. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock gave a PowerPoint presentation on the Neighborhood Undergrounding Project. Discussions were held on the following topics/issues:

- ability to commit non-ad valorem revenues to the project
- process to adjust assessments if cost estimates are lower than anticipated
- ability to make modifications in compliance with the governing documents
- authority to borrow up to \$23,850,000.00/options to utilize non-ad valorem assessments and non-ad valorem revenue

2. Neighborhood Undergrounding Update - Continued

A. Assessment Methodology - Continued

- impact of lowering assessments if project funding falls short of project costs
- process for adopting Resolution to establish assessments and to modify assessments
- restricting use of other non-ad valorem revenues only if assessments did not meet debt service
- estimates provided for project costs/estimates provided by Florida Power and Light Company (FPL)
- cost comparison between consultant's versus FPL's estimated costs
- staff presentation/adjustments made to various properties
- addressing perceived inequities in various parcels
- potential for impact on future borrowings
- amount collected for pre-payments of Gulf of Mexico Drive Undergrounding Project
- changes to methodology/information relied upon by the voters
- flexibility in providing refunds if project costs are less than estimated
- assessment category by parcel.

RECESS: 10:24 a.m. - 10:36 a.m.

Discussions were held on the following topics/issues:

- issues associated with use of non-ad valorem revenues
- initial proposed assessment/proposed percentage reduction
- joint project costs versus GMD project costs to determine Neighborhood costs
- lack of savings for elimination of poles (included in joint project costs)
- inclusion of connections in Neighborhood Project to determine general benefit costs
- self-funding versus estimated project costs/methodology utilized
- requirements to receive approval for self-funding/anticipated impact on remaining assessments for removal of self-funded projects
- origin of 55-foot rule proximity
- range of financial impact on assessments for single family/unit application
- required field verification for properties
- opinion that change in 55-foot as outlined in staff's report would require new referendum for voters to consider
- anticipated upward adjustments if changes are made to 55-foot rule for numerous properties.

Commr. Zunz suggested and there was consensus to allow speakers five-minutes for public comment.

The following individuals commented on the Neighborhood Undergrounding Project. Discussions were held throughout speaker comments:

Mr. Gene Jaleski, Cedar Street
Mr. Lenny Landau, Fair Oaks Lane
Ms. Lynn Larson, Yardarm
Mr. Tom Freiwald, Spanish Drive North
Mr. Steve Reid, Editor/Owner of Longboat Key News

2. Neighborhood Undergrounding Update - Continued

A. Assessment Methodology - Continued

Subsequent to comments, Mr. Lenny Landau, Fair Oaks Lane, commented on the Neighborhood Undergrounding Project cost projections.

Discussions were held on the following topics/issues:

- cost estimating process/projections
- project management process/Request For Proposal (RFP)
- equitable treatment of all property owners
- consensus being sought by Town Manager
- community support of referendum
- option for utilization of other non-ad valorem revenues to offset costs
- different parameters for Gulf of Mexico versus Neighborhood projects
- budget impacts if alternate non-ad valorem revenues are utilized to offset costs
- development of accurate project costs/advanced funding
- process for RFP/defined parameters/project development and management
- options to seek more than one cost analysis/validation of costs noted by residents
- community concerns relating to costs, 55-foot rule, self-funding, assessment ratios, and unaffordable assessments
- basis for referendum for those receiving improvements paying for benefit
- Manatee versus Sarasota voter response to referendum
- equitable costs for all property owners for GMD versus Neighborhood Project
- utilization of non-ad valorem revenues/budget impacts
- existing Interfund loans and approval process.

Following comments, there was majority consensus to budget to utilize FPL franchise fees and other non-ad valorem revenues to offset the impact of the Neighborhood general benefits.

There was majority consensus to authorize utilization of budget (advanced) funds to provide preliminary funding for various items which will provide more definitive project costs to begin work now.

There was consensus to refrain from spending additional time/funds on refining current cost reports.

Town Manager Bullock advised that an Interfund Loan Plan and Work Plan would be presented at a later date.

RECESS: 1:26 p.m. – 2:15 p.m.

B. Town Attorney Request for Direction

Town Attorney Maggie Mooney-Portale provided an overview of her request for direction.

Subsequent to individual comments, there was not consensus for the Town Attorney to prepare an objective written analysis as requested by Commr. Zunz.

3. FY 2016-2017 Budget Update

At the June 27, 2016, Special Workshop Meeting (Budget), the Town Commission directed staff to schedule discussion of the recommended Fiscal Year (FY) 2016-2017 Budget and Fund balance. The Town Manager and Finance Director have placed this item on the September 12, 2016, Special Workshop Meeting for consideration. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock noted the review of the FY 2016-2017 advising of minor modifications. Finance Director Sue Smith gave a PowerPoint presentation on the modifications to the FY 2016-2017 Budget. Discussions were held with Town Manager Bullock, Finance Director Smith, Fire Chief Paul Dezzi, and Public Works Director Juan Florensa on the following topics/issues:

- funding from West Coast Inland Navigational District (WCIND)
- identification of a "Mobex" device/efficient utilization
- implementation of radio system in 2017 to improve communication between firefighters inside and outside buildings
- sidewalk west of Gulf of Mexico Drive/sidewalk on North end of Town
- utilization of crosswalks
- comparison of millage rates/differences in services provided.

RECESS: 3:25 p.m. - 3:37 p.m.

Discussion ensued on the millage rate, the use of other non-ad-valorem funds, a proposed reduction in the Neighborhood Assessment, and time frame for an accurate financial cost.

Ms. Pat Zunz, Lands End Drive, commented on the Commission discussion.

Following comments, there was not consensus to delay the decision on the reduction in the Neighborhood Assessment to a future meeting.

There was majority consensus to reduce the Neighborhood General Benefit utilizing the non-ad valorem revenue to provide a 50% reduction.

There was majority consensus to not include a self-funding mechanism in the adopting documents.

ADJOURNMENT

Mayor Duncan adjourned the September 12, 2016, Special Workshop at 5:09 p.m.

Trish Granger, Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP MEETING
SEPTEMBER 26, 2016 - 1:00 P.A.M.**

Present: Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, Armando Linde, Irwin Pastor, Phill Younger, Ed 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 September 26, 2016, Regular Workshop to order at 1:00 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 the Town's Civility Policy and read the Pledge of Public Conduct.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission

A. Public Property

Mr. David Brenner, Gulf of Mexico Drive and representing the Longboat Key Foundation, requested consideration for the Commission to schedule a workshop relating to the Town Center development.

B. Public Works

Mr. Tom Freiwald, Spanish Drive North, speaking on behalf of the Board of Spanish Main Homeowners Association, advised that Spanish Main will not be seeking self-funding for the burial of underground utility lines.

C. Code Enforcement

Mr. Tom Jones, Gulf of Mexico Drive, requested consideration for Commission discussion for the purpose of clarification of rental restrictions.

A. Planning, Zoning, and Building - Continued

Commr. Younger suggested that a discussion be held on the Town Center as requested by Mr. Brenner earlier this meeting. (See item 13 later this meeting.)

Mayor Duncan advised that the issue would be discussed later this meeting.

COMMITTEE REPORTS AND COMMUNICATIONS

2. Manatee County Special Liaison Report

A. Organizations

Commr. Zunz noted attendance at the Economic Development Council of Manatee and reviewed the presentations made.

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

COMMITTEE REPORTS AND COMMUNICATIONS - Continued

3. Sarasota County Special Liaison Report

A. Organizations

Commr. Pastor noted attendance at the Sarasota Board of County Commission meeting in support of the Economic Development Corporation

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

5. Other Reports

A. Organizations

Commr. Linde commented on the Policy Committee meeting of the Sarasota Bay Estuary Program and reviewed issues discussed.

B. Organizations

Commr. Daly noted attendance at the MPO meeting earlier this date and reviewed the issues discussed. Discussion ensued on the scope of the study.

CONSENT ITEMS

6. Proposed Resolution 2016-20, Providing for Longboat Key Town Commission Participation in a Joint Meeting with Sarasota County Board of County Commissioners

Historically, the Town Commission schedules an annual Joint Meeting with the Sarasota County Board of County Commission. Florida Statutes, Section 166.0213, allows the governing body of a municipality to hold joint meetings to receive, discuss, and act upon matters of mutual interest with the governing body of the county within which the municipality is located at such time and place as shall be prescribed by ordinance or resolution. Proposed Resolution 2016-20 provides for such participation at the October 26, 2016 Joint Meeting. Recommended Action: Pending discussion, forward Resolution 2016-20 to the October 4, 2016 Regular Meeting for formal action.

7. Adoption of the Annual Report and Update to the 2015 Floodplain Management Plan

As part of the Community Rating System (CRS) recertification cycle associated with the National Flood Insurance Program (NFIP), the Town must update its Floodplain Management Plan via resolution. At the direction of the Town Manager, a Committee was formed to update the Floodplain Management Plan. The Committee is recommending Town Commission approval of the 2016 Annual Report and Update to the 2015 Floodplain Management Plan which will fulfill CRS requirements. Recommended Action: Approval of the Consent Agenda will forward Resolution 2016-21 to the October 4, 2016 Regular Meeting for discussion and formal action.

8. Proposed 2017 Town Commission Meeting Schedule

Each year the Town Commission establishes their annual meeting schedule for the upcoming calendar year. The proposed 2017 Town Commission Meeting Schedule is being forwarded for consideration at the September 26, 2016 Regular Workshop Meeting. Recommended Action: Approval of the Consent Agenda will forward the 2017 Town Commission Meeting Schedule to the October 4, 2016 Regular Meeting Consent Agenda for formal action.

Mayor Duncan removed Item 8 from the Consent agenda for discussion.

CONSENT ITEMS - Continued

6. Proposed Resolution 2016-20, Providing for Participation in a Joint Meeting with Sarasota County Commissioners - Continued

7. Adoption of the Annual Report and Update to the 2015 Floodplain Management Plan - Continued

8. Proposed 2017 Town Commission Meeting Schedule - Continued

There was consensus to approve Consent Agenda Items 6 and 7 in accordance with Staff's report and recommendation.

DISCUSSION ITEMS FOR CONSIDERATION OF THE TOWN COMMISSION

9. Request for Referendum from Unicorp National Developments, Inc. for Property Located at 1620 Gulf of Mexico Drive (The Colony)

Mr. Charles Whittall, representing Unicorp National Developments, Inc., and The Colony Beach and Tennis Club Association, submitted a request for a referendum to allow the Town to consider an increase in density of 180 residential units, over and above the 237 existing tourism units on the property located at 1620 Gulf of Mexico Drive. Mr. Whittall requests that the Commission place the item before the electors and waive the requirement for signatures as provided for in the Town Charter. Recommended Action: Pending discussion, provide direction to Manager.

Planning, Zoning, and Building Department Director Alaina Ray gave a PowerPoint presentation on the referendum request. Discussions were held with Ms. Ray and Town Attorney Maggie Mooney-Portale on the following topics/issues:

- number of proposed hotel rooms (180) and additional time-shares planned
- process of proceeding with a referendum without approval of property owners for the development
- time frame for consideration of adopting Ordinance
- provisions in the Town Charter/Town Code relating to referendum process
- options to include Code provisions outlining referendum process.

Mr. Larry Grossman, St. Judes Drive North, commented on the request.

Upon inquiry, Town Attorney Mooney-Portale commented on condominium law, representations by Unicorp National Developments, Inc. (Unicorp).

Mr. George Spoll, Harbourside Drive, commented on the referendum request.

There was consensus to provide public comment time of five minutes to Mr. Charles Whittall, representing Unicorp National Developments, Inc., to present his request.

Upon inquiry, Mr. Whittall, Orlando, Florida, commented on Unicorp's offer to the current property owners and the deadline for the return of owner's ballots.

Discussions were held with Attorney Don Hemke, representing the Colony Beach and Tennis Club Association, and Mr. Whittall on the following topics/issues:

9. Request for Referendum from Unicorp National Developments, Inc. for Property Located at 1620 Gulf of Mexico Drive (The Colony) - Continued

- correspondence received relating to a “back-up development plan”
- anticipated lack of participation of one property owner (Mr. Andy Adams)
- impact on development time frame if there is non-participation.

Following individual comments, there was majority consensus to waive the petition process and to direct Staff to work with Mr. Whittall to prepare an Ordinance for first reading.

10. Request for Consideration of Code Enforcement Lien Reduction

Mr. James R. Mann is requesting Town Commission consideration of a lien reduction for Code Enforcement Board levied fines for violations at 549 Hornblower Lane, Longboat Key, FL. The Town Commission has the option of reducing, dismissing, or upholding the liens against the property. This item is placed on the September 26, 2016 Regular Workshop Meeting for Commission consideration. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Town Manager Dave Bullock regarding the Commission’s statutory authority relating to a request for a reduction in a code enforcement lien.

Upon inquiry, Town Attorney Maggie Mooney-Portale advised that delegation to consider lien reductions has not been delegated to another Board and noted the Commission could consider each violation individually. Discussions were held with Town Attorney Maggie Mooney-Portale on the following topics/issues:

- Town Code provisions, Section 33.10
- appeal processes
- lack of authority for Code Enforcement Board to reduce a lien versus reduction of a fine
- Town Code versus statutory authority (Florida Statutes, Chapter 162) relating to liens
- ability of the Code Enforcement Board to forward an enforcement issue to the Town Commission.

There was consensus to remand back to the Code Enforcement Board for consideration and recommendation.

Town Manager Bullock commented on the process for consideration by the Code Enforcement Board.

Mr. Hanley, representing the property owner, advised that the property is currently for sale.

RECESS: 2:33 p.m. - 2:45 p.m.

11. Discussion Regarding Red Tide Clean-up Policy

At the December 7, 2015 Regular Meeting the Town Commission directed staff to review the process of red tide clean-up of commercial areas within the Town. Town staff have placed this item on the September 26, 2016 Regular Workshop Meeting for Commission consideration. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock commented on the current red tide outbreak and the Town's practices not to pick up dead fish in marinas and commercial areas. Discussions were held on the following topics/issues:

- beach, canal, and public access areas
- option to bill commercial areas for clean-up or have fish moved out to end of canals accessible to clean-up contractor
- inquiries from areas during last red tide outbreak.

There was consensus to maintain current practices relating to commercial properties.

Town Manager Bullock displayed photos of the current red tide status.

12. Proposed Ordinance 2016-10, Amending the Comp Plan to Repeal the Transportation Element and Establish the Mobility Element

At their August 23, 2016 Regular Meeting the Planning & Zoning Board, recommended approval of Ordinance 2016-10, as written and forwarded it to the September 26, 2016 Regular Workshop Meeting for Town Commission consideration. This amendment converts the Town's Transportation Element into a new Mobility Element, which addresses vehicular, pedestrian, and bicycle usage. Ordinance 2016-10 is in compliance with the Florida Community Planning Act. Recommended Action: Pending discussion, forward Ordinance 2016-10 to the October 4, 2016 Regular Meeting for first reading and public hearing.

Planning, Zoning, and Building Department Director Alaina Ray gave a PowerPoint presentation on the proposed amendments to the Comprehensive Plan.

There was consensus to forward Ordinance 2016-10 to the October 4, 2016, Regular Meeting for first reading and public hearing.

8. Proposed 2017 Town Commission Meeting Schedule - Continued

Each year the Town Commission establishes their annual meeting schedule for the upcoming calendar year. The proposed 2017 Town Commission Meeting Schedule is being forwarded for consideration at the September 26, 2016 Regular Workshop Meeting. Recommended Action: Approval of the Consent Agenda will forward the 2017 Town Commission Meeting Schedule to the October 4, 2016 Regular Meeting Consent Agenda for formal action.

Mayor Duncan commented on the existing meeting times/days and upon inquiry, Assistant Town Manager Mike Hein commented on the Town Commission's ability to set the meeting schedule. Discussion ensued on the current meeting schedule and options to provide public participation.

8. Proposed 2017 Town Commission Meeting Schedule - Continued
Mr. George Spoll, Harbourside Drive, commented on past practice.

There was consensus to retain the current meeting schedule and to approve the 2017 Meeting Schedule.

TOWN COMMISSION COMMENTS

13. Public Property

Mayor Duncan noted on recent indications from the Ringling Organization relating to the development of the Town Center property.

Subject to individual comments, Mr. Jim Brown, Jessmyth Drive, commented on discussions with the Ringling Organization.

Mr. David Brenner, Gulf of Mexico Drive, commented on issues that need to be addressed with the Town Commission in a workshop setting.

There was consensus to schedule a workshop discussion relating to the Town Center.

Discussion ensued on items for consideration.

TOWN COMMISSION COMMENTS

A. Neighborhood Undergrounding Project

Commr. Daly inquired as to the status of posting updated information on the Town's website relating to the Neighborhood Undergrounding Project.

Following comments, there was consensus to schedule a discussion item for consideration.

B. Public Works

Commr. Daly commented on the Neighborhood Undergrounding Project.

C. Code Enforcement

Commr. Zunz commented on the 30-day rental enforcement issues and there was consensus to schedule a Workshop discussion.

D. Town Commission

Vice Mayor Gans noted the passing of former Mayor Ron Johnson and former Mayor John Redgrave.

E. Public Works

Commr. Linde inquired as to the budget adoption and utilization of funds relating to the Neighborhood Undergrounding Project. Individual comments followed.

TOWN ATTORNEY COMMENTS

A. Ordinances

Town Attorney Maggie Mooney-Portale advised she would be presenting at the Florida League of Cities relating to noise regulation on the water and advised that she contacted the ManaSota League of Cities and noted the request to provide the presentation to them in November, 2016.

TOWN MANAGER COMMENTS

A. State Agencies/Public Works

Town Manager Dave Bullock noted attendance at a meeting relating to the North end sidewalk construction and provided an update.

B. Public Works

Town Manager Dave Bullock commented on the status and location of the dredging equipment.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Duncan noted the September 26, 2016, Special Meeting to begin at 5:01 p.m. this date and adjourned the September 26, 2016, Regular Workshop at 4:10 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 MEETING
SEPTEMBER 26, 2016 - 5:01 P.A.M.**

Present: Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, Armando Linde, Irwin Pastor, Phill Younger, Ed 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 September 26, 2016, Special Meeting to order at 5:01 p.m., in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Commr. Linde led the Pledge of Allegiance.

Mayor Duncan noted the Town's Civility Policy and read the Pledge of Public Conduct.

PUBLIC TO BE HEARD

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

ORDINANCES – SECOND READING AND PUBLIC HEARING

2. Ordinance 2016-23, Adopting Millage Rates for the Town of Longboat Key for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017

Fiscal Year 2016-2017 operating millage rates for the Town of Longboat Key were established pursuant to first reading, public hearing, and discussion at the September 12, 2016 Regular Meeting held at 7:00 PM and forwarded to the September 26, 2016 Special Meeting for formal action.

3. Ordinance 2016-24, Adopting a Budget for the Town of Longboat Key for the Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017

Following first reading, public hearing, and discussion at the September 12, 2016 Regular Meeting the Town Commission and Town Manager forwarded proposed millages (Ordinance 2016-23) and a proposed budget (Ordinance 2016-24) to be adopted for Fiscal Year (FY) 2016-2017. In accordance with State law, three separate motions are required. Discussion of the millage rates and the budget must be heard in the following format:

- a. Discussion of rolled-back millage rate
- b. Ordinance 2016-23:
Motion on approval of millage rates for the Beach Erosion Control Districts
Motion on adoption of millage rate for Town
- c. Ordinance 2016.24:
Motion on Town's Budget

Recommended Action: Pending second reading, public hearing, and discussion, adopt Ordinance 2016-23 and Ordinance 2016-24.

Mayor Duncan opened the public hearings on Ordinance 2016-23 and Ordinance 2016-24 are open.

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

2. Ordinance 2016-23, Adopting Millage Rates for the Town of Longboat Key for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017 - Continued

3. Ordinance 2016-24, Adopting a Budget for the Town of Longboat Key for the Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017 - Continued

Town Clerk Trish Granger placed Ordinance 2016-23 on record for second reading and public hearing by title only.

Following a review of the Budget hearing process by Town Manager Dave Bullock, Finance Director Sue Smith gave a PowerPoint presentation on the FY-2017 Budget. Ms. Smith explained the rolled-back rate and the percentage increase above the rolled-back rate of the proposed rate. Discussions were held on the following topics/issues:

- number of operating days in fund balance
- required vote by Town Commission relating to the utilization of fund balance
- estimated project costs/determination of costs
- reduction in general benefit to be offset by non-ad valorem revenues
- process for project funding
- correct assessments/modifications that are required.

Commr. Zunz moved to direct the Town Manager to post the revised numbers that have been prepared. The motion was seconded by Commr. Pastor. Subsequent to individual comments, the motion carried by a 5-2 roll call vote, as follows: Zunz, aye; Pastor, aye; Duncan, aye; Gans, aye; Younger, no; Linde, no; Daly, aye.

Mayor Duncan recessed the Longboat Key Town Commission and convened as the Longboat Key Beach Erosion Control District A Governing Body.

The following individuals commented on the millage and budget:

Ms. Susan Alexander, Halyard Lane
Ms. Lynn Larson, Yardarm Lane

Vice Mayor Gans advised that the comments related to a tax increase were incorrect as the millage had been set in July 2016.

Following comments by Town Manager Bullock, Vice Mayor Gans moved to recommend approval of the levying of 0.7699 mill ad valorem tax on all real and personal property within the Longboat Key Beach Erosion Control District A to pay the principal and interest on general obligation beach bonds for fiscal year beginning October 1, 2016 and ending September 30, 2017. The motion, seconded by Commr. Linde, carried by a 7-0 roll call vote, as follows: Gans, aye; Linde, aye; Younger, aye; Pastor, aye; Duncan, aye; Daly, aye; Zunz, aye.

Mayor Duncan adjourned the Longboat Key Beach Erosion Control District A Governing Body and convened as the Longboat Key Beach Erosion Control District B Governing Body.

2. Ordinance 2016-23, Adopting Millage Rates for the Town of Longboat Key for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017 - Continued

3. Ordinance 2016-24, Adopting a Budget for the Town of Longboat Key for the Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017 - Continued

Following comments by Town Manager Bullock, Commr. Zunz moved to recommend approval of the levying of 0.1925 mill ad valorem tax on all real and personal property within the Longboat Key Beach Erosion Control District B to reimburse District A for payment of the principal and interest on general obligation beach bonds for fiscal year beginning October 1, 2016 and ending September 30, 2017. The motion, seconded by Vice Mayor Gans, carried by a 7-0 roll call vote, as follows: Zunz, aye; Gans, aye; Daly, aye; Linde, aye; Pastor, aye; Younger, aye; Duncan, aye.

Mayor Duncan adjourned the Longboat Key Beach Erosion Control District B Governing Body and reconvened as the Longboat Key Town Commission.

Following comments on the consideration of the recommended millage rates established by the governing body of the Longboat Key Beach Erosion Control Districts A and B, Vice Mayor Gans moved to accept the recommendations of the governing body of the Longboat Key Beach Erosion Control Districts A and B to levy 0.7699 mill ad valorem tax within the Longboat Key Beach Erosion Control District A and a levy of 0.1925 mill ad valorem tax within the Longboat Key Beach Erosion Control District B for Fiscal Year beginning October 1, 2016 and ending September 30, 2017. The motion, seconded by Commr. Linde, carried by a 7-0 roll call vote, as follows: Gans, aye; Linde, aye; Younger, aye; Duncan, aye; Daly, aye; Zunz, aye; Pastor, aye.

Mayor Duncan closed the public hearing on Ordinance 2016-23.

Commr. Pastor moved to adopt Ordinance 2016-23 on second reading and public hearing levying ad valorem tax of 2.1144 mills for general operating purposes for the Town of Longboat Key and 0.0547 mills for general obligation debt service and 0.7699 mills for the Longboat Key Beach Erosion Control District A and 0.1925 mills for the Longboat Key Beach Erosion Control District B, for a total millage rate for Beach District A of 2.9390 and 2.3616 for Beach District B for the fiscal year beginning October 1, 2016 and ending September 30, 2017. The motion was seconded by Vice Mayor Gans.

Commr. Linde moved to reduce the millage rate to 1.9795. The motion failed for lack of a second.

The motion to adopt Ordinance 2016-23 carried by a 5-2 roll call vote, as follows: Pastor, aye; Gans, aye; Zunz, aye; Younger, no; Daly, aye; Linde, no; Duncan, aye.

Following comments, Town Clerk Granger placed Ordinance 2016-24 on record for second reading and public hearing by title only.

Town Manager Bullock provided an overview of the budget.

2. Ordinance 2016-23, Adopting Millage Rates for the Town of Longboat Key for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017 - Continued

3. Ordinance 2016-24, Adopting a Budget for the Town of Longboat Key for the Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017 - Continued

As no one wished to be heard, Mayor Duncan closed the public hearing on Ordinance 2016-24.

Commr. Pastor moved to adopt Ordinance 2016-24 on second reading and public hearing, adopting a budget for the Town of Longboat Key, Erosion Control District A, and Erosion Control District B, for the fiscal year beginning October 1, 2016 and ending September 30, 2017. The motion, seconded by Commr. Zunz, carried by a 5-2 roll call vote, as follows: Pastor, aye; Zunz, aye; Daly, aye; Linde, no; Younger, no; Gans, aye; Duncan, aye.

ADJOURNMENT

Mayor Duncan adjourned the September 26, 2016, Special Meeting at 6:30 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 MEETING
OCTOBER 4, 2016 - 7:00 P.M.**

Present: Mayor Jack Duncan, Vice Mayor Terry Gans, Commrs. Jack Daly, Armando Linde, Irwin Pastor, Phill Younger, Ed 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 October 4, 2016, Regular Meeting to order at 7:00 p.m., in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Commr. Younger led the Pledge of Allegiance.

Mayor Duncan noted the Town's Civility Policy and read the Pledge of Public Conduct.

PUBLIC TO BE HEARD

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

APPROVAL OF MINUTES

2. July 5, 2016 Regular Meeting Minutes

There was consensus to approve the July 5, 2016, Regular Meeting minutes, as submitted.

COMMITTEE REPORTS AND COMMUNICATIONS

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

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

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

6. Other Reports

A. Organizations

Commr. Linde noted attendance at the Sarasota Bay Estuary Program Board meeting and reviewed the issues discussed.

Mayor Duncan suggested and there was consensus to schedule a presentation regarding Red Tide by the Sarasota Bay Estuary Program.

CONSENT AGENDA

7. 2017 Town Commission Meeting Schedule

Each year the Town Commission establishes their annual meeting schedule for the upcoming calendar year. The 2017 Town Commission Meeting Schedule was discussed and forwarded from the September 26, 2016 Regular Workshop Meeting. This item was forwarded to the October 4, 2016 Regular Meeting Consent Agenda for formal adoption. Recommended Action: Approval of the Consent Agenda will adopt the 2017 Town Commission Meeting Schedule.

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

CONSENT AGENDA - Continued

7. 2017 Town Commission Meeting Schedule - Continued

There was consensus to approve Consent Agenda Item 7 as submitted.

ORDINANCES - FIRST READING

8. Ordinance 2016-25, Providing for Referendum from Mr. Bruce E. Franklin, Land Resource Strategies, LLC., for Property Located at 5630 Gulf of Mexico Drive

Mr. Bruce E. Franklin, representing Brista Homes, Inc., purchaser of property located at 5630 Gulf of Mexico Drive, submitted a request for a referendum to allow the Town to consider an increase in density of six (6) residential units per acre for a maximum of 10 residential units on the property. There is currently no density on the property. At the September 12, 2016 Regular Meeting, Town staff was directed to work with the applicant to prepare Ordinance 2016-25 for first reading at the October 4, 2016 Regular Meeting. Recommended Action: Pending first reading and discussion, forward Ordinance 2016-25 to the November 7, 2016 Regular Meeting for second reading, public hearing, and discussion.

Town Clerk Trish Granger placed Ordinance 2016-25 on record for first reading by title only.

Commr. Zunz moved to pass Ordinance 2016-25 on first reading and to forward to the November 7, 2016, Regular Meeting for second reading and public hearing. The motion was seconded by Commr. Linde.

Planning, Zoning, and Building Department Director Alaina Ray gave a PowerPoint presentation on Ordinance 2016-25 and noted the additional language would be added to include reimbursement for expenses if an election is not called by the Town for the Commission District seats. Discussions were held on the following topics/issues:

- previous zoning/use of the property
- determination of a required election in March 2017
- deadline for filing for candidacy.

There was consensus to incorporate language in Ordinance 2016-25 pertaining to the applicant's reimbursement of expenses if a Town General Election is not held.

Subsequent to comments, the motion to pass Ordinance 2016-25, as amended, carried by a 7-0 roll call vote, as follows: Zunz, aye; Linde, aye; Younger, aye; Gans, aye; Duncan, aye; Pastor, aye; Daly, aye.

ORDINANCES - FIRST READING AND PUBLIC HEARING

9. Ordinance 2016-10, Amending the Comp Plan to Repeal the Transportation Element and Establish the Mobility Element

At their August 23, 2016 Regular Meeting the Planning & Zoning Board, recommended approval of Ordinance 2016-10, as written and forwarded it to the September 26, 2016 Regular Workshop Meeting for Town Commission consideration. This amendment converts the Town's Transportation Element into a new Mobility Element, which addresses vehicular, pedestrian, and bicycle usage. Ordinance 2016-10 is in compliance with the Florida Community Planning Act.

9. Ordinance 2016-10, Amending the Comp Plan to Repeal the Transportation Element and Establish the Mobility Element - Continued

The Town Commission forwarded this item to the October 4, 2016 Regular Meeting for first reading and public hearing. Recommended Action: Pending discussion, forward Ordinance 2016-10 to the Florida Department of Economic Opportunity (DEO) for review and comment in accordance with FS 163.3184.

Town Clerk Trish Granger placed Ordinance 2016-10 on record for first reading by title only.

Commr. Younger moved to pass Ordinance 2016-10 on first reading and to forward to the Florida Department of Economic Opportunity for review and comment. The motion was seconded by Vice Mayor Gans.

Mayor Duncan opened the public hearing.

Planning, Zoning, and Building Department Director Alaina Ray gave a PowerPoint presentation on Ordinance 2016-10. Discussions were held on the process for receipt of impact fees versus mobility fees.

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

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

RESOLUTIONS

10. Resolution 2016-20, Providing for Longboat Key Town Commission Participation in a Joint Meeting with Sarasota County Board of County Commissioners

Historically, the Town Commission schedules an annual Joint Meeting with the Sarasota County Board of County Commission. Florida Statutes, Section 166.0213, allows the governing body of a municipality to hold joint meetings to receive, discuss, and act upon matters of mutual interest with the governing body of the county within which the municipality is located at such time and place as shall be prescribed by ordinance or resolution. Resolution 2016-20 provides for such participation at the October 26, 2016, Joint Meeting. This item was forwarded from the September 26, 2016, Regular Workshop Meeting Consent Agenda for formal action. Recommended Action: Pending discussion, pass Resolution 2016-20.

Town Clerk Trish Granger placed Resolution 2016-20 on record by title only.

Commr. Younger moved to pass Resolution 2016-20. 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; Zunz, aye; Gans, aye; Daly, aye; Linde, aye.

TOWN COMMISSION COMMENTS

A. Committees

Vice Mayor Gans commented on the Charter Review process and Town Manager Dave Bullock advised that a Charter Review was due in 2017 and noted the anticipated dates for consideration by the Town Commission.

B. Organizations

Mayor Duncan noted the upcoming Triathlon on October 16, 2016, advising that he had a conflict, and requested a volunteer to distribute the trophies/awards.

Following comments, Vice Mayor Gans volunteered to represent the Town.

TOWN ATTORNEY COMMENTS

A. Ordinances

Town Attorney Maggie Mooney-Portale commented on her presentation to the Florida League of Cities on noise regulation on waterways and the outcome of the discussions.

Mayor Duncan inquired, and Town Attorney Mooney-Portale advised of the issues adopted by the Florida League of Cities Legislative Committee.

B. Organizations

Town Attorney Maggie Mooney-Portale noted that the Local Government Section of the Sarasota Bar is sponsoring a forum on October 28, 2016, entitled "Changing the Law Without Litigation." Town Attorney Mooney-Portale recognized Mayor Duncan for his participation and noted the remaining panel members.

TOWN MANAGER COMMENTS

A. Public Works/Organizations

Town Manager Dave Bullock provided status reports or noted the following:

- red tide beach clean-up and equipment operations
- dredging equipment moving from Pass due to the threat of Hurricane Matthew
- the South-end truck haul should be finishing by Monday, October 11. Trucks head North to the staging area at the Colony when there is inadequate staging areas
- survey in process for the undergrounding project and reviewed the timeline for the completion of cost estimates and contract letting
- grand opening of Sarasota Memorial Urgent Care center on St. Armands Key.

PRESS TO BE HEARD

A. Town Commission

Mr. Steve Reid, Owner and Editor of the Longboat Key News, commented on the election process and options for active participation by the Commission.

Individual comments followed on the time commitment required to effectively govern.

ADJOURNMENT

Mayor Duncan adjourned the October 4, 2016, Regular Meeting at 7:48 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
OCTOBER 17, 2016 - 1:00 P.M.**

Present: Vice Mayor Terry Gans, Commrs. Jack Daly, Armando Linde, Irwin Pastor, Phill Younger, Ed Zunz, and Mayor Jack Duncan (electronically)

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Vice Mayor Gans called the October 17, 2016, Regular Workshop to order at 1:00 p.m., in the Town Hall Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida. Commr. Daly led the Pledge of Allegiance.

Vice Mayor Gans noted that Mayor Duncan would be participating electronically this date, noted the Town's Civility Policy, and read the Pledge of Public Conduct.

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

A. Organizations

Commr. Zunz noted attendance at the Manatee County Tourist Development Council meeting and reviewed issues discussed.

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

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

5. Other Reports

A. Town Commission

Town Manager Dave Bullock advised that Commr. Pastor would be arriving shortly.

CONSENT ITEMS

6. Confirmation of Continued Support of Longboat Key Kiwanis Club Lawn Party

Each year the Commission reaffirms 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 annual support. Recommended Action: Approval of the Consent Agenda will forward this item to the November 7, 2016, Regular Meeting for formal action.

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

CONSENT ITEMS - Continued

7. Proposed Ordinance 2016-31, Establishing the Dates for the 2017 Preliminary and General Municipal Elections and the Early Voting Schedule

The Town's Charter establishes the date for the Town's General Election as the third Tuesday in March but provides an option to align the Town's election dates with any other County administered election. The Sarasota County Supervisor of Election has established the Town's election to coincide with the City of Sarasota's March 14, 2017, General Election. In compliance with the Charter, the 2017 Preliminary Election, if required, would be January 31, 2017. Proposed Ordinance 2016-31 provides for the Town's General Municipal Election dates, and is presented for Commission consideration at the October 17, 2016, Regular Workshop Meeting. Recommended Action: Approval of the Consent Agenda will forward Ordinance 2016-31 to the November 7, 2016, Regular Meeting for first reading.

There was consensus to approve the Consent Agenda in accordance with Staff's reports and recommendations.

Commr. Linde thanked the Commission and Town Staff for the support of the Kiwanis Club's event.

DISCUSSION ITEMS

(Note: Commr. Pastor arrived at 1:17 p.m.)

8. Canal Dredging Feasibility Study Update

At the December 13, 2013, and June 15, 2014, Regular Workshop Meetings the Town Commission held discussions regarding a canal dredging maintenance project and directed staff to review the need for canal dredging, and to also develop funding options for a future workshop discussion. Taylor Engineering, Inc. was contracted to assist staff in the analysis of canal conditions, probable costs, and potential funding options. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Town Manager Dave Bullock, Public Works Director Juan Florensa and Taylor Engineering Representative Dr. Cliff Truitt, P.E., and Ms. Jenna Phillips, Engineer Intern, gave a PowerPoint presentation on the feasibility of Canal Dredging. Discussions were held on the following topics/issues:

- associated costs with dredging up to 5 feet below mean low water
- depth of cut to be effective
- number of times of restricted navigation at mean low water (tides)
- impact if Beer Can Island (Greer Island) were to separate from barrier island
- claim of property ownership/impact on dredging project
- landlocked lagoon/options to keep it open
- impacts to sea grasses/lack of ability to do maintenance project without permit in sea grass area
- options to open flow on North end bridge area
- number of canals under consideration/funding options
- process utilized in other waterway communities and both Manatee and Sarasota Counties
- determination of a "canal" versus a lagoon.

8. Canal Dredging Feasibility Study Update - Continued

Mr. Patrick Nudo, North Shore Road, commented on the presentation.

Dr. Truitt and Mr. Florensa commented on the presence and mitigation of sea grass that would be required.

Ms. Pat Zunz, Lands End Drive, commented on the presentation.

Discussions were held on the following topics/issues:

- scope of work relating to funding
- cost of project if fewer areas were maintained (red areas) and difficulty in scheduling areas spread throughout the Town
- direct impact of water access to valuation of property
- funding mechanisms
- previously utilized Policy/funding mechanisms
- options to proceed.

Town Manager Bullock commented on action items he could present to the Commission at a future meeting.

There was consensus to move forward as outlined by the Town Manager.

RECESS: 2:58 p.m. - 3:10 p.m.

9. Proposed Ordinance 2016-28, Beach General Obligation Debt Service Bond, Year End Budget Transfer

The Town Manager requests a budget transfer from unappropriated fund balance in the amount of \$47,085 to cover the interfund transfer to the Beach Capital Project Fund. The amount of the transfer is equal to the collections for the millage imposed in the prior fiscal year. An Ordinance is required by Town Charter to cover the overages in the budget. Proposed Ordinance 2016-28 provides for the necessary transfers and is placed on the October 17, 2016 Regular Workshop Meeting for Commission consideration. Recommended Action: Pending discussion, forward Ordinance 2016-28 to the November 7, 2016 Regular Meeting for first reading and public hearing.

10. Proposed Ordinance 2016-29, Beach Capital Fund, Year End Budget Transfer

The Town Manager requests a budget transfer from unappropriated fund balance in the amount of \$83,396 for the Beach Capital Project Fund to cover additional expenses associated with wages, memberships, travel, monitoring protected species, bond closing costs and legal expenses. An Ordinance is required by Town Charter to cover this transfer. Proposed Ordinance 2016-29 amends the FY 2015-2016 Beach Capital Fund Budget to provide for an appropriation from fund balance in the amount of \$83,396. Recommended Action: Pending discussion, forward Ordinance 2016-29 to the November 7, 2016 Regular Meeting for first reading and public hearing.

11. Proposed Resolution 2016-21, General Fund, Year End Budget Transfers

Town Charter requires that sufficient budgets are available in each General Ledger account to cover eligible expenditures. The Town Manager has the authority to transfer up to \$10,000 within a department program, however the Town Commission must authorize, by resolution, transfers exceeding \$10,000 and transfers across departments.

11. Proposed Resolution 2016-21, General Fund, Year End Budget Transfers - Continued

Proposed Resolution 2016-21, provides preliminary estimates of the necessary transfers within the General Fund for compliance with the Town Charter. Attachment A provides details for each required transfer. Recommended Action: Pending discussion, forward Resolution 2016-21 to the November 7, 2016 Regular Meeting for formal action.

12. Proposed Resolution 2016-22, Tennis Fund, Year End Budget Transfer:

Town Charter requires that sufficient budgets are available in each General Ledger account to cover eligible expenditures. The Town Manager has the authority to transfer up to \$10,000 within a department program, however the Town Commission must authorize, by resolution, transfers exceeding \$10,000 and transfers across departments. Proposed Resolution 2016-22, provides preliminary estimates of the necessary transfers within the Tennis Fund for compliance with the Town Charter. Attachment A provides details for each required transfer. Recommended Action: Pending discussion, forward Resolution 2016-22 to the November 7, 2016 Regular Meeting for formal action.

Town Manager Dave Bullock commented on the year-end budget transfer process noting that Items 9 through 12 share the Staff presentation. Finance Director Sue Smith gave a PowerPoint presentation on Ordinances 2016-28 and 2016-29 and Resolutions 2016-21 and 2016-22. Discussions were held on the following topics/issues:

- breakdown of purchasing costs/projects following hire of experienced personnel
- flow of funds through Tennis Center
- more refined projections based on previous/historical trends
- Auditor recommendations and Finance Committee's support on budget procedures.

There was consensus to take the following actions:

- forward Ordinance 2016-28 to the November 7, 2016, Regular Meeting for first reading and public hearing;**
- forward Ordinance 2016-29 to the November 7, 2016, Regular Meeting for first reading and public hearing;**
- forward Resolution 2016-21 to the November 7, 2016, Regular Meeting for formal action; and**
- forward Resolution 2016-22 to the November 7, 2016, Regular Meeting for formal action.**

13. Discussion Regarding the Town's 2017 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. The Town Manager will seek Commission direction regarding issues to be brought forward for consideration during the upcoming legislative session. Recommended Action: Pending discussion, forward the 2017 Legislative Priorities to the November 7, 2016 Regular Meeting Consent Agenda for formal action.

Town Manager Dave Bullock reviewed the proposed 2017 Legislative Priorities.

13. Discussion Regarding the Town's 2017 Legislative Priorities - Continued

Following discussions on the inclusion of sound regulations for vessels in the Intracoastal waterways (Item 1), there was majority consensus to remove the item from the list.

Subsequent to comments, there was consensus to include language to support funding for relief of barrier island traffic congestion.

There was consensus to forward the 2017 Legislative Priorities, as amended, to the November 7, 2016, Consent Agenda for formal action.

14. Proposed Ordinance 2016-30, Moratorium on Cannabis Dispensaries and Treatment Centers

On November 8, 2016, Florida voters will consider Amendment 2, which would fully legalize the medical use of marijuana throughout the State for individuals with specified "debilitating" conditions. Approval of Amendment 2 would authorize cultivation, processing, distribution, and sale of marijuana and related activities by licensed "Medical Marijuana Treatment Centers". Proposed Ordinance 2016-30 would impose a 12 month moratorium on the establishment of marijuana dispensing organizations and medical marijuana treatment centers with the jurisdiction of the Town. Recommended Action: Pending discussion, provide direction to Manager.

Subsequent to comments by Town Manager Dave Bullock, discussion ensued with Town Attorney Maggie Mooney-Portale and Planning, Zoning, and Building Department Director Alaina Ray on the following topics/issues:

- lack of restrictions in the Land Development Regulations to regulate the dispensing organization
- ability to regulate
- impact on lack of restrictions on Longboat Key when other surrounding jurisdictions are instituting moratoriums.

There was consensus to forward Ordinance 2016-30 to the November 7, 2016, Regular Meeting for first reading.

15. Discussion Regarding Proposed Charter Revisions and Charter Review Process

The Town Manager and Town Attorney will discuss the process regarding the Town's Charter Review requirements, background on previous Charter Review Committees, and seek direction to move forward with Charter Review. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock gave a PowerPoint presentation on Charter review options. Discussions were held on the proposed membership composition.

Upon inquiry, Mr. George Spoll, Harbourside Drive, and Ms. Pat Zunz, Lands End Drive, expressed opinions on the proposed composition of the Charter Review Committee.

15. Discussion Regarding Proposed Charter Revisions and Charter Review Process - Continued

Discussions continued on the suggested composition of a Charter Review Committee and compliance with the Sunshine Law regardless of composition.

Commr. Younger suggested a seven member committee with at least four members as sitting or former Commissioners, two with preferred experience on the Planning and Zoning (P&Z), one selected at-large through the volunteer application process, and the Town Attorney's attendance at the meetings to advise the committee as necessary.

Town Attorney Maggie Mooney-Portale noted that she would not be considered as a committee member but in her capacity as the Town Attorney.

Vice Mayor Gans suggested a five member committee, with at least three members being a current or past Commissioner and two at-large selected through the volunteer application process.

Discussion ensued on including sitting Commissioners on the committee and composition of the committee.

Commr. Linde suggested the sitting Town Commission serve as the Charter Review Committee.

Upon inquiry, Town Manager Bullock commented on the time line for review. Individual comments followed.

There was not majority consensus to establish a five member committee with three members being a current or past Commissioner and two at-large selected through the volunteer application process.

Town Attorney Mooney-Portale advised that the Workshop was a non-voting meeting.

Vice Mayor Gans noted the option to have the sitting Commission serve as the Charter Review Committee.

Following individual comments, Mr. Steve Reid, owner of the Longboat Key News, commented on the Charter Review process.

Discussion ensued on the options to consider in acceptance of applications and appointments.

Commr. Pastor suggested tabling the issue to the next meeting for consideration. There was majority consensus to defer the issue to the next workshop.

TOWN COMMISSION COMMENTS

A. Boards & Committees

Commr. Younger commented on the decision of the Code Enforcement Board relating to a lien reduction process and suggested that Staff review and evaluate the Special Magistrate process in lieu of an appointed Board.

There was consensus to have the Town Manager provide information on the Special Magistrate process as a future workshop discussion item.

B. Town Commission

Vice Mayor Gans noted the Joint Meeting scheduled with the Sarasota Board of County Commissioners on October 26, 2016. Commr. Linde advised he would not be present.

TOWN ATTORNEY COMMENTS

A. Litigation

Town Attorney Maggie Mooney-Portale commented on the status of the Longboat Pass Bridge litigation.

TOWN MANAGER COMMENTS

A. Tennis Center

Town Manager Dave Bullock commented on the Tennis Center and items discussed this date and advised that Commr. Daly had been working with citizens relating to a strategic plan for the Tennis Center.

Commr. Daly commented on the participation and reviewed the issues discussed to date.

Town Manager Bullock noted Commr. Daly's request to delay a workshop discussion of the Tennis Center

B. Government Entities

Town Manager Dave Bullock noted the Island Mayors (Anna Maria, Bradenton Beach, Holmes Beach, and Longboat Key) have been working together to seek assistance from Manatee County on infrastructure issues and advised that a meeting between the Mayors and Manatee County Commission has been scheduled for December 6, 2016.

C. Public Works

Town Manager Dave Bullock provided an update on the beach nourishment project.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Vice Mayor Gans adjourned the October 17, 2016, Regular Workshop at 5:46 p.m.

Trish Granger, Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____

**MINUTES
LONGBOAT KEY TOWN COMMISSION
JOINT MEETING WITH
SARASOTA BOARD OF COUNTY COMMISSION
OCTOBER 26, 2016 - 1:30 P.M.**

LONGBOAT KEY

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

Absent: Commr. Armando Linde

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

SARASOTA COUNTY COMMISSION

Present: Chairman Alan Maio, Vice Chairman Paul Caragiulo, Commrs. Carolyn J. Mason, Christine Robinson, and Charles D. Hines

Also Present: Assistant County Administrator Steven Botelho, County Attorney Stephen DeMarsh, Deputy Clerks Brenda White and Andrea Greer

PLEDGE OF ALLEGIANCE: Sarasota County Commr. Carolyn Mason led the Pledge of Allegiance.

CALL TO ORDER

Chair Alan Maio called the Joint Meeting to order at 1:30 p.m. in the Sarasota County Administration Center, 1660 Ringling Boulevard, 3rd Floor Think Tank, Sarasota, Florida.

Mayor Duncan thanked the County Commission for the cooperation and commented on the efforts and contributions of County Commrs. Christine Robinson and Carolyn Mason.

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

2. JOINT DISCUSSION ITEMS

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

Longboat Key Town Manager Dave Bullock provided a slide presentation and update on the beach management program and related projects. Discussions were held on the following topics/issues:

- New Pass and Longboat Pass dredging
- Longboat Key sand replacement project and sand truck hauling
- sand sources
- funding sources and long-term expenditures regarding beach renourishment on Longboat Key.

B. Bayfront Park and Addition Progress Update

Longboat Key Public Works Director Juan Florensa and Parks, Recreation and Natural Resources Director Carol Brown provided an update on the Bayfront Park Expanded Concept Plan development (4052 Gulf of Mexico Drive, Longboat Key), and identified a June 2017 project completion date.

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

2. JOINT DISCUSSION ITEMS - Continued

C. Longboat Key Town Center Planning Update

Longboat Key Town Manager Dave Bullock and Planning Zoning and Building Director Alaina Ray provided a slide presentation and update on the Longboat Key Town Center planning. Discussions were held on the partnership with Ringling College of Art and Design and an upcoming joint meeting with Ringling College in December 2016.

D. 800-MHz Public Safety Communications System Project Update

Sarasota County Emergency Services Director Rich Collings presented an update on the 800-MHz Public Safety Communications System noting the partnership with Manatee County and benefits to the Longboat Key community and identifying a November 2017 completion.

E. Longboat Key Utility Undergrounding and Fiber Update

Longboat Key Town Manager Dave Bullock provided an update on the Longboat Key Utility Undergrounding and Fiber Projects.

F. Update on Public Transit Planning for Longboat Key

Longboat Key Town Manager Dave Bullock and Sarasota County Area Transit Director Rocky Burke presented a slide presentation and update on the public transit planning for Longboat Key.

G. Barrier Island Traffic Mitigation Study Update

Town Manager Dave Bullock provided an update on the Barrier Island Traffic Mitigation Study. Discussions were held on the following topics/issues:

- traffic study funding provided by the Metropolitan Planning Organization and Florida Department of Transportation
- development of alternative traffic patterns
- regional leadership and prospective regarding traffic issues
- continued dedication to identify a long-term resolution to traffic issues
- creation of a group with a single defined mission focused on traffic.

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

4. OTHER BUSINESS

A. Public Works/Environmental Resources

Longboat Key Mayor Jack Duncan identified sea level rise and sand source issues as items that need to be brought to the forefront for discussion.

ADJOURNMENT

Sarasota County Chair Maio adjourned the October 26, 2016, Joint Meeting at 3:02 p.m.

Jo Ann Mixon, Deputy Town Clerk

Jack G. Duncan, Mayor

Minutes Approved: _____



End of Agenda Item