

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP MEETING
DECEMBER 10, 2012 - 1:00 P.M.**

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

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Brown called the meeting to order at 1:02 p.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida and Commr. Younger led the Pledge of Allegiance.

PUBLIC TO BE HEARD

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

COMMITTEE REPORTS AND COMMUNICATIONS

2. Manatee County Special Liaison Report

A. Organizations

Commr. Zunz noted attendance with Vice Mayor Brenner at the Manatee County Tourist Development Council (TDC) meeting and reviewed the items discussed.

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

4. Other Reports

A. Budgets

Vice Mayor Brenner commented on the Manatee County Tourist Development Council (TDC) meeting and advised that the amount of "bed tax" (resort tax) collected has risen and requested that staff work with Manatee County to increase the amount returned to Longboat Key.

B. Organizations

Vice Mayor Brenner inquired and Town Clerk Trish Granger advised that the Sarasota County Economic Development Corporation (EDC) could contact the Town Clerk's office to schedule their meeting in the Commission Chamber at Town Hall.

CLOSING AND ACTION ON CONSENT AGENDA

5. Proposed Resolution 2013-02, Budget Transfers for FY 2011-2012 Year End Reconciliation

The Town Charter requires that sufficient budgets are available in each general ledger account to cover expenditures charged to the account. Each year staff prepares the required budget transfer documentation to balance surplus accounts and those with shortfalls. Proposed Resolution 2013-02, provides a complete listing of recommended transfers for individual accounts, as well as the reason for surplus or shortfall, and is presented for Commission consideration. Recommended Action: Approval of the Consent Agenda will forward Resolution 2013-02 to the January 7, 2013 Regular Meeting for formal action.

CLOSING AND ACTION ON CONSENT AGENDA - Continued

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

At the December 3, 2012 Regular Meeting the Town Commission expressed support for a Resolution expressing Town Commission support for police and firefighter pension reform. Resolution 2013-04 is presented for Commission consideration. Recommended Action: Approval of the Consent Agenda will forward Resolution 2013-04 to the January 7, 2013 Regular Meeting for formal action.

There was consensus to approve the Consent Agenda, Items 5 and 6, in accordance with Staff's reports and recommendations.

Vice Mayor Brenner requested that staff provide a mid-year budget status report to the Town Commission on large transfer items. Town Manager Dave Bullock commented on the process for year-end budget transfers and advised that Staff will work on a reporting format to provide information to the Commission.

Commr. Duncan inquired as to previous Commission direction and Town Manager Bullock advised he would discuss with Finance Director Tom Kelley relating to providing notations on the Budget document for variances identified.

DISCUSSION ITEMS FOR CONSIDERATION OF THE TOWN COMMISSION

7. Florida Power and Light Presentation Regarding Overhead to Underground Conversions
Ms. Rae Dowling, Florida Power and Light (FP&L) Governmental Affairs Coordinator will present information regarding conversion from overhead to underground power at the December 10, 2012, Regular Workshop Meeting. Recommended Action: None, informational only.

FP&L Governmental Affairs Coordinator Rae Dowling gave a PowerPoint presentation entitled "Overhead to Underground Conversions."

Mr. Don Sayre, FPL Governmental Account Manager, commented on the process to secure easements. Discussions were held with Ms. Dowling and Mr. Sayre on the following topics/issues:

- additional cost for homeowners to run power lines from the pole to the home estimated to average \$1,000 per home (replacing pavers and/or landscaping could escalate costs)
- options to convert lines on Gulf of Mexico Drive (GMD) and not within the neighborhoods
 - known issues with underground services (uprooting by fallen trees, water intrusion)
 - higher maintenance costs for underground versus overhead lines
 - less impact from wind conditions / more impact from flooding for underground
 - equipment switching requirements (junction/switch boxes versus poles)
 - approximately 4-5 junction boxes required for every 10 poles replaced
 - restoration times for overhead versus underground (longer repair time for underground if flooding conditions exist / more difficult to locate cause of outages for underground)
- requirement to obtain easements from property owners

7. FP&L Presentation Regarding Overhead to Underground Conversions - Continued

- estimated total cost for underground electric service (\$10 million for GMD right-of-way only/\$21 million for GMD right-of-way and lateral streets)
- estimated cost for all underground improvements (cable, telephone, water/sewer lines) of \$70-\$100 million.

Upon inquiry, Town Manager Dave Bullock noted the process to consider bonding for a project.

Upon inquiry by Public Works Director Juan Florensa, Mr. Sayre advised that landscaping around the switch (junction) boxes can be accomplished while still providing a large clearance area for workers' access.

8. Discussion Regarding Changes to Existing Homestead Exemption for Qualifying Seniors and Consideration of Additional Exemption for Qualifying Low Income Seniors

A recent change to Florida Statutes Section 196.075(2) provides an additional Senior Homestead Exemption as a "flat" amount of \$50,000. The current Town Code provides for a \$25,000 exemption which now conflicts with Florida Statutes. Local property tax officials advise that the Town must amend our local ordinance to provide for a \$50,000 senior homestead exemption for consistency with Florida Statutes if the Town Commission wishes to preserve our senior homestead exemption. An amendment that allows local governments to grant an additional homestead exemption to low-income seniors was approved in the November 6, 2012 election. Staff will seek Commission direction regarding whether to provide for this additional exemption in the Town Code. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock provided an overview of the legislative effect and Finance Director Tom Kelley reviewed the number of residents currently receiving the exemption. Discussions were held with Town Manager Bullock and Finance Director Tom Kelley on the following topics/issues:

- anticipated number of additional residents who may become eligible
- impact to property owners for establishment of the exemptions on School District and/or County taxes
- steps to proceed with exemption
- requirements of Amendment 11 adopts a new exemption for long-term resident low-income seniors if their property's just value is less than \$250,000, the property has been the owner's permanent residence for at least 25 years and their total household income does not exceed \$20,000.

There was consensus to have staff draft proposed Ordinances and forward to the January 7, 2013, Regular Meeting relating to the additional homestead exemption provisions for Commission consideration.

Upon inquiry, Town Manager Bullock advised that at the current time, staff was unable to predict the impact of enacting the \$250,000 low-income seniors exemption.

9. Establishing the Date for the 2013 General Municipal Election and Early Voting Schedule

The Town's Charter establishes the date for the Town's General Municipal Election as the third Tuesday in March but provides for an option to align the Town's election with any other County administered election. This item is placed on the December 10, 2012 Regular Workshop Meeting to seek Commission direction regarding establishing the General Municipal Election date and associated early voting dates. The appropriate resolution will be drafted and presented at the January 7, 2013 Regular Meeting pursuant to Commission direction. Recommended Action; Pending discussion, provide direction to Manager

Town Clerk Trish Granger presented an overview of the Charter and Code provisions relating to scheduling the General Municipal Election date and the request from Sarasota County Supervisor of Elections Kathy Dent to align the Town's General Municipal Election with a scheduled election on March 12, 2013. Discussions were held with Town Clerk Granger on the following topics/issues:

- early voting at County locations off-island
- comparison of early voting participation when held off-island versus at Town Hall
- cost of early voting for both Counties
- higher participation of voters when early voting held on Longboat Key
- realignment of other Manatee County municipalities' elections with State and Federal election dates to reduce operating costs
- proposed date of March 12, 2013 for the Town's General Municipal Election date
- proposed alignment with a scheduled City of Sarasota election (no County issues on ballot)
- estimated cost savings for aligning election date with City of Sarasota
- retaining early voting on Longboat Key.

There was consensus to establish the General Municipal Election date as March 12, 2013 and to maintain early voting on Longboat Key.

Town Clerk Granger advised that an Ordinance would be presented at the January 7, 2013, Regular Meeting for first reading, noted that the Statutory Meeting date would be amended to comply with the Charter/Code requirements, reviewed the early voting dates, and noted approximately \$100 in cost savings for shared election advertising.

10. Proposed Ordinance 2013-01, Budget Transfer in the Amount of \$25,000 for Street Lighting Modifications along Gulf of Mexico Drive (GMD)

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

Town Manager Dave Bullock commented on the number of street lights turned off during turtle nesting season, advised that Staff has been directed to perform a comprehensive

review of the lights that may potentially impact the nesting season, and noted that a final report may amend the final cost. Discussions were held with Town Manager Bullock and Public Works Director Juan Florensa on the following topics/issues:

- North side of Town Hall building darkened during turtle season
- review of the lighting at Town Hall
- criteria for placement of street lights
- determination of areas that need additional lighting.

Town Manager Bullock advised that Staff can review areas that may require additional lighting and report back.

There was consensus to forward Ordinance 2013-01 to the January 7, 2013, Regular Meeting for first reading.

Upon inquiry, Town Manager Bullock requested clarification on review of areas for additional lighting. Commr. Zunz noted Florida Department of Transportation's (FDOT) future review of safety issues on GMD and Mr. Florensa advised that he will contact FDOT to include lighting review in the scope of work for the review project.

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

The Town has contracted with Spikowski Planning Associates to provide consulting services for short term and long term changes to the Town Code. Proposed Resolution 2013-01, provides for a budget transfer of \$23,000 from Commission Contingency to replenish the Planning & Zoning Professional Services account. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock provided an overview of the request, noting that the funding was not included in the Planning, Zoning, & Building Departmental budget for the current fiscal year. Discussions were held on the following topics/issues:

- method for reviewing 250 tourism units
- Outline Development Plan process

There was consensus to forward Resolution 2013-01 for formal action.

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

The Town Charter requires that sufficient budgets are available in each general ledger account to cover expenditures charged to the account. Each year staff prepares the required budget transfer documentation to balance surplus accounts and those with shortfalls. Proposed Resolution 2013, 03, provides for a budget transfer to bring the Tennis Center budget into compliance and includes a complete listing of recommended transfers

for individual accounts within the Tennis Center. Recommended Action: Pending discussion, provide direction to Manager.

Finance Director Tom Kelley provided an overview of the requested budget transfer.

Town Manager Dave Bullock advised that the pension costs have been shifted to the cost centers and Mr. Kelley noted that additional operating costs will also be allocated.

There was consensus to forward Resolution 2013-03 for formal action.

TOWN COMMISSION COMMENTS

A. Town Commission

Vice Mayor Brenner commented on the change in the National Flood Insurance Program (NFIP) and suggested that the information be advertised and provided to homeowners. Town Manager Dave Bullock noted that staff will research and prepare information for dissemination to Commissioners and the public.

TOWN ATTORNEY COMMENTS

A. Town Commission

Town Attorney David Persson wished the Commission and citizens a safe and happy holiday season.

TOWN MANAGER COMMENTS

A. Town Attorney

Town Manager Dave Bullock commented on the Town Attorney's responsibilities and distributed the Charter/Code provisions relating to his duties to the Town Commission, advising that a discussion on the process for selecting a new attorney will be scheduled in the near future.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Brown adjourned the December 10, 2012, Regular Workshop Meeting at 2:17 p.m.



Trish Granger, Town Clerk



James L. Brown, Mayor

Minutes Approved: 1-7-13

