

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP MEETING
SEPTEMBER 15, 2014 - 1:00 P.M.**

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

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

CALL TO ORDER

Mayor Brown called the September 15, 2014, Regular Workshop Meeting to order at 1:00 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, and Commr. Larson led the Pledge of Allegiance.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission

A. Planning, Zoning, and Building Department

Mr. Allen Hixon, Chair of the Planning and Zoning (P&Z) Board, requested consideration for a joint meeting between the P&Z Board and the Town Commission.

Mayor Brown noted discussions with the Town Manager to schedule a joint meeting in October 2014 and Town Manager Dave Bullock noted Staff was working on possible dates.

There was consensus to hold a Joint Workshop on the date of the October Regular Workshop Meeting.

COMMITTEE REPORTS AND COMMUNICATIONS

2. Manatee County Special Liaison Report

A. Organizations

Commr. Zunz noted attendance at a "Grade Level Reading" Steering Committee meeting organized by the United Way of Manatee County and reviewed the issues discussed.

3. Sarasota County Special Liaison Report:

A. Government Agencies

Commr. Pastor noted that he is meeting individually with Sarasota County Government Elected Officials.

4. ManaSota League of Cities Report

A. Organizations

Vice Mayor Duncan commented on ManaSota League of Cities legislative priorities and advised that he would discuss further during consideration of Agenda Item 14.

COMMITTEE REPORTS AND COMMUNICATIONS- Continued

5. Other Reports:

A. Organizations

Commr. Younger noted attendance at the Metropolitan Planning Organization (MPO) meeting and reviewed the issues discussed.

CONSENT ITEMS

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

The Town Charter establishes the Town's General Municipal Election for the third Tuesday in March with an option to align the Town's election with any other County administered election. Proposed Ordinance 2014-32 has been drafted for Commission consideration to confirm the Preliminary (if required), General Municipal, and early voting dates for 2015 Town elections. Recommended Action: Approval of the Consent Agenda will forward Ordinance 2014-32 to the October 6, 2014, Regular Meeting for first reading.

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

The Town Commission adopted Resolution 2002-05, which provides for the holiday schedule for Town Employees. The Town's Personnel Rules and Regulations, provides for "one other day, before or after December 25, may be designated as a holiday by the Town Manager with approval of the Town Commission." This Resolution is placed on the September 15, 2014, Regular Workshop Consent Agenda to incorporate previous Commission action regarding Veterans' Day (in lieu of a birthday holiday) and to authorize the Town Manager to designate the additional day before or after Christmas as a holiday. Recommended Action: Approval of the Consent Agenda will forward Resolution 2014-29 to the October 6, 2014, Regular Meeting for formal action. **(See item later this meeting.)**

8. Update on Floodplain Management Plan - 2014 Annual Report & Community Rating System (CRS)

The Town participates in a Community Rating System (CRS) that provides flood insurance discounts to the Town's residents. One of the requirements to participate in the CRS is to maintain a floodplain management plan and provide an annual report to the governing body. Recommended Action: Approval of the Consent Agenda will confirm delivery of the required Annual Report and CRS Update to the governing body.

Vice Mayor Duncan requested that Item 7 be removed from the Consent Agenda

There was consensus to approve Items 6 and 8 as submitted in accordance with Staff's recommendation.

DISCUSSION ITEMS

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

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

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

Following comments by Town Manager Dave Bullock, Public Works Director Juan Florensa gave a PowerPoint presentation on parking issues in Longbeach Village. Discussions were held with Mr. Florensa, Town Manager Bullock, Deputy Police Chief Frank Rubino, and Town Attorney Maggie Mooney-Portale on the following topics/issues:

- available parking on southern portion of Bayside Drive near Town dock
- distance requirement from a parked car to a driveway or alleyway
- proposed parking restrictions on Broadway Street
- proper signage to give clear instructions to drivers
- interpretation of "no standing" versus "no parking"
- proposed parking schedule
- option to review Code structure to provide clarity to residents
- current enforcement options in the Town Code
- continued Staff review for a better sequence (order of street names) with parking restrictions.

The following individuals commented on proposed Ordinance 2014-31:

Mr. Robert Gray, Broadway Street
Ms. Ruth Gray, Broadway Street
Mr. Allen Moore,
Mr. Gene Jaleski, Cedar Street.

There was consensus to forward Ordinance 2014-31 to the October 6, 2014, Regular Meeting for first reading.

10. Long Term Beach Management Planning and Analysis Tools

The Town's Comprehensive Plan identifies the important objectives for maintaining a healthy beach. Staff, the Town Attorney, and Town's consultants have developed a fiscally responsible, long term, beach management plan. Detailed information regarding this plan and the resulting Ordinance 2014-29 will be presented at the September 15, 2014, Regular Workshop Meeting. Recommended Action: Pending discussion, forward Ordinance 2014-29 to the October 6, 2014, Regular Meeting for first reading.

Town Manager Dave Bullock and Mr. Mike Burton, with Burton and Associates, gave an overview and PowerPoint presentation on the long term Beach Management Plan. Discussions were held with Town Manager Bullock, Town Attorney Maggie Mooney-Portale, and Mr. Burton on the following topics/issues:

- proposed language relating to the Bayside District contribution (deletion of the phrase "shall not exceed")
- inclusion of language creating a more restrictive process to modify the allocation
- policy decision to incorporate the 20% millage rate for the Bayside District
- inclusion of language to require a referendum process.

The following individuals commented on proposed Ordinance 2014-29:

10. Long Term Beach Management Planning and Analysis Tools - Continued

Mr. Gene Jaleski, Cedar Street
Mr. Steve Reid, Gulf of Mexico Drive

Discussion ensued on the following topics/issues:

- determination on Gulf of Mexico Drive as the dividing line between districts
- utilization of a consultant to evaluate the property value assessments
- requirements for assessing an ad valorem tax
- inclusion of the phrase "shall not exceed."

There was consensus to forward Ordinance 2014-29 to the October 6, 2014, Regular Meeting for first reading, with the amended language.

RECESS: 2:50 p.m. - 3:00 p.m.

10. Long Term Beach Management Planning and Analysis Tools - Continued

Vice Mayor Duncan commended the financial model that was provided by the consultant on the issue and suggested that the issue of sea level change be incorporated in the future.

11. Proposed Resolution 2014-28, General Obligation Note Refunding Bond, Series 2014
BB&T Bank is offering a fixed interest rate of 3.09% with final maturity of October 1, 2029, to partially refund the Town's General Obligation Notes issued in 2009 at a rate of 5.20%. The preliminary Net Present Value Savings is estimated at \$904,645 over fifteen years. These savings will be achieved through an annual reduction in debt service payments of \$75,766 for Fiscal Years 2015-2029. Proposed Resolution 2014-28 provides authorization for General Obligation Note refunding and is presented for Commission consideration at the September 15, 2014, Regular Workshop Meeting. Recommended Action: Pending discussion, forward Resolution 2014-28 to the September 22, 2014, Special Meeting for formal action.

Following comments by Town Manager Dave Bullock, discussions were held with Town Manager Bullock and Attorney Duane Draper on the following topics/issues:

- discussions held by Finance Committee two years ago to effectuate the refunding
- BB&T's ability to maintain current rate and no obligation to redeem current note without penalty
- request for Staff to provide list of all bonds/notes to Finance Committee for review.

There was consensus to forward Resolution 2014-28 to the September 22, 2014, Special Meeting for formal action.

12. Town Center Update

At the September 8, 2014, Regular Meeting the Town Commission requested an update on efforts toward the Town Center. A presentation will be provided to the Commission outlining the efforts to date and the anticipated process for the development of Town Center concepts and a new zoning overlay district. Recommended Action: None, informational only.

12. Town Center Update - Continued

Town Manager Dave Bullock gave a PowerPoint presentation updating the efforts to date on the Town Center. Discussions were held on the following topics/issues:

- discussions with local Post Office officials
- status of review of Bayfront Park
- status of scheduling joint meeting with Manatee County Commission
- restaurant property adjacent to Publix
- open house for Town Center development
- finalization of contract with Tindale-Oliver.

Mr. Gene Jaleski, Cedar Street, commented on the proposed Town Center.

13. Update on Tourism and Commercial Revisions to Comprehensive Plan and Land Development Code

At the September 8, 2014, Regular Meeting the Town Commission requested an update on efforts toward the revisions to the Comprehensive Plan and Land Development Code (LDC) to address nonconforming Tourism and Commercial properties. A presentation will be provided to the Town Commission outlining the efforts to date and the anticipated process for the revisions to the Comprehensive Plan and LDC. Recommended Action: None, informational only.

Town Manager Dave Bullock gave a PowerPoint presentation updating the efforts to date on the revisions to the Comprehensive Plan and Land Development Code. Discussions were held on the following topics/issues:

- review of the MUC districts
- impact on future development/requirement for Ocean Properties to develop
- impact on Town Center development
- current zoning of the Colony property
- impact on non-conforming properties that are not classified as tourism/commercial
- length of time taken to move forward with the revision process to the Comprehensive Plan and Land Development Code versus time dedicated to other projects
- lack of attendance of Planning Staff
- impact on properties that were deemed non-conforming
- prioritization of project to move forward/establishment of policy objective
- inclusion of an update on all agendas.

14. 2014-2015 Legislative Priorities

Each year the Town establishes legislative priorities for submittal to the Sarasota County Legislative Delegation, Manatee County Legislative Delegation, and the Manasota League of Cities. The Town Manager will seek Commission direction regarding issues to be brought forward for consideration during this legislative session. Recommended Action: Pending discussion, forward 2014-2015 Legislative Priorities to the October 6, 2014, Regular Meeting for formal action.

Mayor Brown inquired as to the schedule for the Manatee versus the Sarasota Legislative Delegation meetings.

14. 2014-2015 Legislative Priorities - Continued

Town Manager Dave Bullock discussed the proposed Legislative Priorities for the 2014-2015 legislative session. Discussions were held on the following topics/issues:

- issues being reviewed by the ManaSota League of Cities
- climate change issues
- format of item listing/specific documentation of issues and presentation to delegation.

There was consensus to forward the 2014-2015 Legislative Priorities to the October 6, 2014, Regular Meeting for formal action.

15. Proposed 2015 Town Commission Meeting Schedule

Each year the Town Commission establishes their annual meeting schedule for the upcoming calendar year. The proposed 2015 Town Commission Meeting Schedule is being forwarded for consideration at the September 15, 2014, Regular Workshop Meeting. Recommended Action: Pending discussion, forward 2015 Town Commission Meeting Schedule to the October 6, 2014, Regular Meeting Consent Agenda for formal action.

Town Manager Dave Bullock discussed the proposed 2015 Town Commission meeting schedule.

There was consensus to forward the 2015 Town Commission meeting schedule to the October 6, 2014, Regular Meeting Consent Agenda for formal action.

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

The Town Commission adopted Resolution 2002-05, which provides for the holiday schedule for Town Employees. The Town's Personnel Rules and Regulations, provides for "one other day, before or after December 25, may be designated as a holiday by the Town Manager with approval of the Town Commission." This Resolution is placed on the September 15, 2014, Regular Workshop Consent Agenda to incorporate previous Commission action regarding Veterans' Day (in lieu of a birthday holiday) and to authorize the Town Manager to designate the additional day before or after Christmas as a holiday. Recommended Action: Approval of the Consent Agenda will forward Resolution 2014-29 to the October 6, 2014, Regular Meeting for formal action.

Vice Mayor Duncan commented on the half-day holiday on Good Friday and suggested that there be a permanent designation of the day before or day after December 25th. Discussion ensued.

There was consensus to forward Resolution 2014-29 to the October 6, 2014, Regular Meeting for formal action.

TOWN COMMISSION COMMENTS - No items were presented.

TOWN ATTORNEY COMMENTS - No items were presented.

TOWN MANAGER COMMENTS

A. Purchasing

Town Manager Dave Bullock provided an update on the status of the underground line project and noted that he would be presenting an additional report at the October meeting relating to a referendum option pertaining to the project.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Brown adjourned the September 15, 2014, Regular Workshop Meeting at 4:35 p.m.

Minutes Approved: 10-06-2015