

**MINUTES
LONGBOAT KEY TOWN COMMISSION
REGULAR WORKSHOP MEETING
NOVEMBER 12, 2014 - 1:00 P.M.**

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

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

Absent: Commr. Irwin Pastor

CALL TO ORDER

Mayor Brown called the November 12, 2014, Regular Workshop Meeting to order at 3:45 p.m., in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, and Commr. Gans led the Pledge of Allegiance.

PUBLIC TO BE HEARD

1. Opportunity for Public to Address Town Commission

A. Public Works

Ms. Madelyn Spoll, Harbourside Drive, commented on Ordinance 2013-31 and the enactment of restricted parking on Bay Isles Road during the month of March (election) and requested Commission consideration to amend those restrictions.

Mayor Brown requested and Town Manager Dave Bullock advised that Staff will provide options on the parking restrictions during the month of March at a future meeting.

B. Elections

Attorney John Patterson noted submission of correspondence requesting the Town to hold a Special Election in May 2015. Upon inquiry, Town Clerk Trish Granger provided information on deadlines to hold a Special Election during various months in 2015.

Discussion ensued on project parameters, absentee voting options, clarification of request to waive petition process, and voter participation.

Following comments, there was consensus to proceed with the request.

COMMITTEE REPORTS AND COMMUNICATIONS

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

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

4. ManaSota League of Cities Report

Vice Mayor Duncan advised of and reviewed the Legislative Priorities being established by the ManaSota League of Cities.

5. Other Reports

A. Organizations/State Agencies

Commr. Younger noted discussion regarding Gulf of Mexico Drive at a past Metropolitan Planning Organization meeting and advised that a Florida Department of Transportation (FDOT) Traffic Engineer had contacted him regarding the lack of a sidewalk on the North end (between Broadway and North Shore Road) of Longboat Key.

5. Other Reports - Continued

B. Organizations

Mayor Brown commended the Rotary Club of Longboat Key for organizing the first Veterans' Day Parade on Longboat Key.

Following comments, Commr. Younger thanked the Veterans for their service.

CONSENT AGENDA

6. Florida Department of Environmental Protection (FDEP) Beach Management Funding Assistance Program Grant Agreement No. 14ME2

The Florida Legislature allocates cost share funding for beach nourishment projects based upon annual Local Government Funding Requests submitted by the various entities throughout the State that have inlet or beach management programs. Agreement No. 14ME2 will provide \$601,918 of State monies for specific aspects of the Town's upcoming planned projects. Recommended action: Approval of the Consent Agenda will forward this item to the December 1, 2014 Regular Meeting Consent Agenda for consideration.

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

DISCUSSION ITEMS

7. Status Report on Emergency Dispatch Service Options

Town staff will present information to the Town Commission regarding the status of the due diligence being conducted for Emergency Dispatch Service options for the Town of Longboat Key. This issue is still in the investigative and options analysis phase. Staff is not seeking Commission direction at this time. Recommended Action: None, informational only.

Town Manager Dave Bullock and Assistant Town Manager Anne Ross gave a PowerPoint presentation on the status of Emergency Dispatch Services. Discussions were held on the number of calls generated and the anticipated hardware/software requirements and costs.

8. Proposed Ordinance 2014-30, Amending Chapters 70 and 72, Parking (Enforcement)

A review of the Town Code related to towing and parking revealed a need to update Chapters 70 and 72 for compliance with Florida Statutes and consistency with current Town practices. The Town Attorney and Police Chief have developed proposed Ordinance 2014-30, which provides for parking enforcement, citations, towing, and consistency with other provisions of the Town Code. Recommended Action: Pending discussion, provide direction to Manager.

Following comments by Town Manager Dave Bullock, Deputy Police Chief Frank Rubino gave a PowerPoint presentation on the proposed amendments to Chapters 70 and 72 of the Town Code. Discussions were held with Deputy Police Chief Rubino, Town Attorney Maggie Mooney-Portale, and Police Patrol Caption Chris Skinner on the following topics/issues:

- charges assessed by commercial towing business

8. Proposed Ordinance 2014-30, Amending Chapters 70 and 72, Parking (Enforcement) - Continued

- estimated number of towing events (excluding accidents)
- interaction between towing company representative and vehicle owner
- no cost incurred by Town for towing of vehicles
- historical number of tickets issued
- penalty if ticket is not paid/options for imposing additional fine if not paid on time.

There was consensus to forward Ordinance 2014-30 to the December 1, 2014, Regular Meeting for first reading.

Commr. Younger requested that staff review options to add a late fee if the ticket is not paid timely, without objection.

9. Interim Sand Placement Options

At the October 20, 2014 Regular Workshop Meeting, Olsen Associates Inc. (OAI) presented the Commission with a beach project update. Following the presentation the Commission asked that staff review current conditions of the South shoreline beaches, specifically Longboat Key Towers. Town staff will present an update regarding sand placement options for Commission consideration at the November 12, 2014 Regular Workshop Meeting. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock gave a PowerPoint presentation on interim sand placement options. Discussions were held with Town Manager Bullock and Dr. Al Browder with Olson Associates, Inc., on the following topics/issues:

- stability of areas where sand would be "borrowed" from
- identification of "sacrificial" sand and associated costs
- difficulty in obtaining a permit to utilize sand if Beach Management Plan was not in place
- determination of the area as an eroding area
- impact of Islander Club groins on an erosion process
- time requirement to obtain permitting approval to move sand from one area to another
- functioning within existing Beach Management Plan
- anticipated time frame for permitting of the New Pass Dredging Project
- alternatives by providing beach recreational areas to individuals in the erosion area.

There was consensus to not move forward with options presented during current tourist season.

Town Manager Bullock advised that Staff will meet with representatives.

RECESS: 5:40 p.m. - 5:45 p.m.

10. Annual Evaluation of Town Manager

A provision of the Town Manager's employment agreement provides for a review and job performance evaluation by the Town Commission at least once annually. The agreement also states that the Commission shall define the goals and objectives of the Town

10. Annual Evaluation of Town Manager

Manager at least annually. Recommended Action: Pending discussion, provide direction to Manager.

Individual comments were provided on the services provided by the Town Manager.

Town Manager Dave Bullock thanked the Commission for their comments.

11. Annual Evaluation of Town Attorney

The Town Attorney's contract provides for an annual evaluation which is scheduled for the November 12, 2014 Regular Workshop Meeting. The Town Commissioners have completed evaluations which were provided to the Town Attorney for review and consideration. Recommended Action: Pending discussion, provide direction to Town Attorney.

Individual comments were provided on the services provided by the Town Attorney.

Town Attorney Maggie Mooney-Portale thanked the Commission for their comments.

Mayor Brown requested that the Town Attorney's contract and expectations list be distributed to the Commission.

TOWN COMMISSION COMMENTS - No items were presented.

TOWN ATTORNEY COMMENTS

A. Litigation

Town Attorney Maggie Mooney-Portale noted a hearing on the Colony property this date and advised that Assistant Town Attorney Kelly Fernandez will provide an update on the proceedings as soon as possible.

TOWN MANAGER COMMENTS

A. Government Agencies

Town Manager Dave Bullock noted that a tentative date of February 17, 2015, has been provided to Manatee County to schedule a Joint Meeting with the Manatee Board of County Commission.

PRESS TO BE HEARD - No items were presented.

ADJOURNMENT

Mayor Brown adjourned the November 12, 2014, Regular Workshop Meeting at 6:00 p.m.

Minutes Approved: 12/01/2014