

**MINUTES  
LONGBOAT KEY TOWN COMMISSION  
SPECIAL WORKSHOP  
JUNE 29, 2015 - 9:00 A.M.**

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

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

**Note:** Commr. Jack Daly participated in the Special Workshop via telephone.

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**Mayor Duncan called the June 29, 2015, Special Workshop to order at 9:02 a.m. in the Town Commission Chamber, 501 Bay Isles Road, Longboat Key, Florida, noted the Pledge of Public Conduct to be observed during the meeting, and advised that Commr. Jack Daly would be participating via telephone.**

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

2. Discussion of FY 2015-2016 Capital Funds, Enterprise Funds, Beach Fund, Special Revenue Fund, and Debt Service Funds

The Town Manager and Finance Director will provide and discuss a summary of the Capital Funds, Enterprise Funds, Beach Fund, Special Revenue Fund, and Debt Service Funds as well as a recommended budget for each fund. Recommended Action: Pending discussion, provide direction to Manager.

Town Manager Dave Bullock advised that Finance Director Sue Smith would not be in attendance, noted that Finance Department Budget Analyst and Risk Specialist Sandi Henley would be assisting with the presentation and advising that Ms. Henley was celebrating 20 years of service with the Town, and gave a PowerPoint presentation on the proposed FY 2015-2016 budget. Discussions were held on the following topics/issues:

- distribution of fund descriptions
- Tree Replacement Fund
- Tourist Development Tax (TDT) collection amount
- percentage of TDT funds distributed to other Sarasota County municipalities
- approval process for other municipalities to request additional funding for beach projects
- consideration of utility rate adjustment initiated by the Town in addition to Manatee County's pass-through rate increases
- Utility Capital Fund - explanation of use of the Jetter Trailer
- recommendation by the Sarasota Bay Estuary Program for reimbursement of project costs through the BP settlement awarded (Deep Water Horizon litigation)
- staffing and certifications of Building Division staff/increased demand for commercial inspections required additional funding for professional services
- number of units under construction at the "Aria," "Infinity," and "Zota" projects
- Infrastructure Surtax (IST) Fund balance

2. Discussion of FY 2015-2016 Capital Funds, Enterprise Funds, Beach Fund, Special Revenue Fund, and Debt Service Funds - Continued

- Parks and Recreation Improvements and balance of funds for the Bayfront Park Recreation Center
- funding for beach maintenance
- Tennis Fund balances and indirect costs
- number of courts that will be refurbished (6 courts including fencing)/length of time new courts retain value of refurbishment
- estimated cost to build a new court
- time frame to begin improvements to Bayfront Park Recreation Center
- utilization of Beach Fund debt service collection to buy-down bond debt
- carry-forward of funds on the North End Structures until all invoices are received and paid
- funding anticipated by State award
- Beach Capital Project estimate relating to sand search
- impact of retaining current beach millage rate in lieu of reducing millage
- application of any reimbursement of costs from the Federal Emergency Management Agency (FEMA).

Following comments by Town Manager Bullock on the Budget hearing schedule, discussions were held on options to seek funding for defibrillators and radios.

**There was consensus to forward the Preliminary Budget to set the maximum millage rate to the July 6, 2015, Regular Meeting.**

Following comments by Commr. Larson on the funding set aside for pension benefit deficits and revenue being earned, Consolidated Retirement System Board of Trustees Chair Steve Branham commented on the rate of return being achieved by the pension fund investments. Discussion ensued on the following topics/issues:

- retention of funds if transferred into the pension fund
- reduction in the number of operating days in event of disaster/utilization of funds for pension offset
- scheduling discussion for a future workshop.

**Subsequent to discussion, there was consensus to schedule discussion of transferring funds set aside to offset the pension deficit on a future agenda.**

**ADJOURNMENT**

**Mayor Duncan noted the June 29, 2015, Special Meeting was scheduled for 11:00 a.m. and adjourned the June 29, 2015, Special Workshop at 10:32 a.m.**

Minutes Approved: 07-06-15