

**TOWN OF LAUDERDALE-BY-THE-SEA**  
**TOWN COMMISSION**  
**ROUNDTABLE**  
**MINUTES**  
Jarvis Hall  
**4505 Ocean Drive**  
**Tuesday, October 26, 2010**  
**7:00 P.M.**

**1. CALL TO ORDER, MAYOR ROSEANN MINNET**

Mayor Roseann Minnet called the meeting to order at 7:00 p.m. Also present were Vice Mayor Stuart Dodd, Commissioner Birute Ann Clotley, Commissioner Scot Sasser, Commissioner Chris Vincent, Town Attorney Susan L. Trevarthen, Town Manager Connie Hoffmann, Town Clerk June White, and Deputy Clerk Nekisha Smith.

Mayor Minnet took item 2e out of sequence for immediate discussion.

**2e. Discussion regarding parameters for the Roundtable meetings (Requested at the October 12, 2010 Commission meeting by Mayor Minnet)**

Mayor Minnet questioned whether the Commission wanted to keep the current format of the roundtable meetings. She requested that the front page of the agenda forms be utilized and include a recommended solution. Mayor Minnet stated that item 2P would also be discussed at this time.

Commissioner Sasser requested that the Commission focus on what they wanted to accomplish and then prioritize those items. He understood that other items might come up, but he wanted to complete the important items first.

Commissioner Clotley agreed with Commissioner Sasser, but reminded the Commission that there needed to be room for minority decision on the important issues. Commissioner Sasser agreed.

Vice Mayor Dodd felt the Commission was tied by the Sunshine Laws. He said it was difficult to give staff direction and many times staff only needed Commission consensus to move forward. Commissioner Sasser added that he would feel more comfortable knowing that the Commission was under the same game plan.

Commissioner Clotley pointed out that she did not put anything on this agenda because the Town Manager expressed previously that the agenda was very full. Vice Mayor Dodd did not want to see people restricted from putting items on the agenda.

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There was Commission consensus to utilize the agenda cover sheets and for each Commissioner to come to meetings with an idea as to the direction they wish to take. Attorney Trevarthen explained that other cities used a strategic planning process, which took time to implement.

Commissioner Sasser suggested setting a date to discuss a strategic plan. Commissioner Clotley explained that there needed to be discussion about the bigger picture and the overall plan.

There was no further discussion.

2. DISCUSSION ITEMS:

a. Kite surfing (Requested by Vice Mayor Stuart Dodd at the May 26, 2010 Roundtable)

Vice Mayor Dodd explained that kite surfing occurred on the beach and that the Commission needed to decide whether it should be regulated. He said that the idea was turned down last year; however, he favored many of the approaches that were considered. Vice Mayor Dodd suggested inviting the local kite surfing organizations to a workshop in January, 2011. He suggested getting the condominiums involved to obtain their opinion as well.

Mayor Minnet agreed with Vice Mayor Dodd. Commissioner Clotley questioned whether the kite surfing organization could make a proposal to the Town. Mayor Minnet explained that there was a proposal in the back up along with opinions from the Town Attorney. Commissioner Clotley said she wanted to see a new proposal.

Commissioner Vincent agreed that further discussion at a workshop was needed. He was concerned with regulating the activity and urged the Commission to be careful. Commissioner Sasser agreed with Commissioner Vincent and suggested looking into the entire section of the code.

Commissioner Clotley pointed out that it was currently illegal to give lessons on the beach. Commissioner Sasser questioned who would be responsible for enforcement. Attorney Trevarthen explained that the code prohibited any peddling of services on the beach without an authorized permit from the Town. She pointed out that the opinion given to the Commission last year indicated that teaching on the beach was legal as long as a permit was issued. Commissioner Vincent questioned whether the Town had a process and / or pricing in place for a permit. Attorney Trevarthen was not aware of any applications requesting a permit. She said that if one was submitted, staff would handle it accordingly.

There was Commission consensus to move forward with a workshop in January, 2011 regarding kite surfing. The Commission agreed to take item K at that time. Mayor Minnet confirmed that the Commission wished to discuss fishing, skim boarding and

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watercrafts. There was Commission consensus to hold a workshop in January to discuss permitted use of recreational activities on the beach.

Commissioner Clotey questioned whether a parent could take their child to the beach and teach them to surf. Attorney Trevarthen explained that the code prohibited commercial activity; not private use. Commissioner Sasser requested a consensus from the Commission before January. Mayor Minnet believed there needed to be better enforcement on kite surfing.

Town Manager Hoffmann questioned whether the workshop in January would address only commercial recreational uses or both commercial and recreational private uses. She asked whether the Commission wished to discuss the topics in two stages. Commissioner Sasser suggested discussing both topics at once. The Commission agreed.

There was no further discussion.

b. Appointment of a Chairperson for the Easter event and the 4th of July event (Requested by Mayor Roseann Minnet at the September 20, 2010 Roundtable)

Mayor Minnet wanted to make the appointments ahead of time and questioned whether the appointments could be made at a roundtable meeting. Attorney Trevarthen explained the appointments could be made at a roundtable meeting and confirmed at the next regular Commission meeting.

Vice Mayor Dodd volunteered to be the chairperson for the 4th of July. Mayor Minnet volunteered to be the chairperson for Easter.

Commissioner Sasser suggested at some point discussing appointing a staff person to oversee all Town sponsored events along with the appointed chairperson. Mayor Minnet pointed out that the position for the staff person was already budgeted.

Town Manager Hoffmann explained that the last time the subject was discussed there was some opposition. She confirmed however that funds were in the budget for part time help.

There was Commission consensus to appoint a member of Town staff to work on all Town special events. There was no further discussion.

c. Recycling (Deferred from the September 20, 2010 Roundtable by Vice Mayor Stuart Dodd)

Vice Mayor Dodd showed several photographs that depicted separate recycling containers used by the residents. He said the Town needed to educate the residents about single stream recycling. Vice Mayor Dodd explained that he had a meeting with

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Choice Environmental who offered to provide stickers that could be placed on the recycling bins indicating that all recyclables could be placed in the same bin.

Vice Mayor Dodd explained that the Town was obligated to have 75% recycling and 25% trash by 2020. He said that there were programs in other cities that worked very well and requested a consensus from the Commission to move forward with a new recycling program. Vice Mayor Dodd described a program implemented in other cities that awarded residents who recycled with coupons redeemable at local businesses. He pointed out that there were both pros and cons to the system and there would be a lot of work for Town staff to do.

Commissioner Clotley explained that 30% of garbage was yard waste. She said that the 75% recycling goal was going to be difficult to meet if 30% of garbage was yard waste. Vice Mayor Dodd explained that legally yard waste could not be dumped in landfills. He said the goal could be reached as long as the residents were given the tools to do it. He reiterated that a consensus was needed to move forward. Vice Mayor Dodd said that Choice Environmental was willing to renegotiate a contract and handle the recycling properly. He pointed out that the City of Hollywood increased their recycling by 127% and that the City of Ft. Lauderdale had separate pick up days for yard waste, trash, and recycling.

Commissioner Clotley explained that it would be easier for residents not to have to bag their yard waste. Commissioner Sasser questioned how the incentive program would work for multi-family units. Vice Mayor Dodd said that staff needed to work out the details and come back with a recommendation. Mayor Minnet thanked Vice Mayor Dodd for bringing the subject to the table.

There was Commission consensus to move forward with a new recycling program. There was no further discussion.

d. Appropriation of funds received from liens & forfeitures (Requested by Vice Mayor Stuart Dodd at the September 27, 2010 Regular Meeting)

Vice Mayor Dodd suggested allocating funds collected from liens toward a specific purpose. He explained that he did not want the money to get lost in the General Fund and suggested that the bank be acknowledged for their contribution towards the item(s) purchased with the funds. Mayor Minnet was under the impression that the money would be placed in a dedicated fund and not be specific to the bank the money came from. She wanted to use this as a way to give back to the community and suggested a rebate program to encourage residents to go green or a fund matching system for the business district.

Commissioner Vincent questioned whether any other cities had done this before and how much money should go towards the Town for the effort made to implement the liens. Town Manager Hoffmann explained that typically these funds went into a fines and forfeiture account and were used to help fund the General Fund. She said she was

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not sure whether other municipalities implemented this method. Town Manager Hoffmann explained that a grant program was a good idea, and reminded the Commission that the Town should recoup their costs first.

Town Manager Hoffmann explained that the money was not recurring revenue that could be relied upon. Mayor Minnet wanted to see that money go back into the community. Commissioner Clotey said she did not favor the idea of giving the bank a break on the amount owed and then saying the rest would go towards something positive for the Town. She did however, agree with the overall idea. Commissioner Sasser did not agree with restricting any funds, but he did want to see the numbers and any additional information before making a decision.

Mayor Minnet explained that the City of Parkland setup a rebate program to create a more sustainable community. Commissioner Clotey questioned whether there would be enough money available to implement a rebate program. She said that recommendations should not be made until the Commission knew how much money was available.

Commissioner Vincent clarified that the funds would continue to fund the General Fund. Town Manager Hoffmann reminded the Commission that there were numerous items already on the priority list.

There was Commission consensus to keep this item as a low priority. There was no further discussion.

e. Discussion regarding parameters for the Roundtable meetings (Requested at the October 12, 2010 Commission meeting by Mayor Minnet)

This item was discussed earlier in the evening.

f. Ordinance 2010-15 - Proposed business uses (Approved 1st reading at the October 12, 2010 Commission meeting and deferred for discussion regarding business uses)

Town Manager Hoffmann introduced Walter Keller as the Planning Consultant who worked on the amendments for Ordinance 2010-15.

Mayor Minnet asked Mr. Keller where he retrieved the list of uses. Planner Keller explained that he selected five cities (City of Ft. Lauderdale, City of Pompano Beach, City of Delray Beach, City of Deerfield Beach, and Broward County) and limited his list of uses to community business and neighborhood uses in contrast to commercial uses. He said that he tried to add as many uses as possible as per the direction given by the Commission; however he did not include any businesses that carried negative impacts. Planner Keller added that if certain businesses had potential and carried an impact, he categorized them as a conditional use. He pointed out that he did not do any

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work on the Towns' existing uses. Planner Keller explained that he did not see much difference between the B-1 and B-1A districts and did not understand why there needed to be different categories.

Mayor Minnet explained that she did not want to include pain clinics in this ordinance. She questioned how the Town could handle that situation. Attorney Trevarthen explained that page 3, line 80 included language regarding on-site prescription writing for controlled substances. She added that the State Legislature recently gave some relief, however many cities were still concerned that there was not enough protection.

Town Manager Hoffmann inquired as to whether the Commission wanted to remove any part of the ordinance. Mayor Minnet suggested removing the reference to automotive parts and supply stores. Commissioner Sasser agreed. Planner Keller pointed out that the current automotive supply store in Town would be grandfathered in.

Commissioner Sasser explained that he had no problem with the Cigar and Tobacco store currently located in Town; however, he did not want to allow drug paraphernalia stores. He questioned whether funeral homes belonged in the business district, and suggested removing electrical stores and flooring stores. Mayor Minnet pointed out that the reference to electrical supply stores was existing language in the Code. Town Manager Hoffmann explained that electrical supply stores could be taken out of the Code and any current stores listed under that use would be grandfathered in.

Commissioner Clotey questioned whether the Commission was comfortable with larger stores in Town such as Wal-Mart or whether they preferred smaller boutique store types. Attorney Trevarthen explained that there may not be enough land available within Town to open a store such as Wal-Mart. She added that she had experience in writing Anti-Big Box Store regulations. She reiterated that there probably was not a parcel large enough in Town to accommodate that type of store.

Mayor Minnet suggested deleting electrical supply store, flooring store, hardware store, consignment thrift store, and automotive parts store uses from the ordinance. There was discussion regarding consignment thrift stores. Planner Keller suggested limiting the size of the store. Town Manager Hoffmann did not believe that would solve the problem. Planner Keller explained that were a few locations that could allow for a funeral home. Vice Mayor Dodd questioned whether the Commission could consider a special application at a later date if the use was taken out of the ordinance now. Attorney Trevarthen said the ordinance could be revised in the future.

There was Commission consensus to remove funeral homes from Ordinance 2010-15.

Commissioner Sasser reiterated that language was needed to prohibit drug paraphernalia stores. Commissioner Vincent questioned how the Town could restrict the stores that may already carry those products. Attorney Trevarthen explained that there was a process in place and that Ordinance 2010-15 was not intended to regulate

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the inventory of the current uses within the Town; it was intended for new businesses that came into the Town in the future.

Mayor Minnet explained that she would like to give staff more flexibility as long as the Commission was kept aware. Commissioner Sasser questioned whether the Commission wanted to remove the coin operated laundry use. Mayor Minnet and Commissioner Clotney felt the use was important to the residents. There was Commission consensus to leave the coin operated laundry use in the ordinance. Mayor Minnet suggested removing paint and wallpaper stores, and radio repair and sale stores.

Town Manager Hoffmann reviewed the proposed changes to Ordinance 2010-15 as follows: eliminate consignment thrift stores, eliminate electrical supply stores, eliminate flooring stores, eliminate automotive parts and supply stores, and eliminate paint and wallpaper stores. She added that "radio sale and repair" was changed to "electronics stores".

The Commission directed the Town Attorney to look into language regarding Tobacco and Cigar store restrictions.

There was no further discussion.

Mayor Minnet recessed the meeting at 8:20 p.m. and reconvened at 8:30 p.m.

**g. Create a Sustainable Environmental Committee in LBTS (Mayor Roseann Minnet)**

Mayor Minnet felt that a Sustainable Environmental Committee was important for the community. Commissioner Clotney requested that the Mayor draft a description outlining what the committee would do. Mayor Minnet agreed but felt that it was too much to put on staff at the moment.

There was Commission consensus to review this item at a later date.

There was no further discussion.

**h. Resolution opposing the approval of Oil Drilling in Florida's Waters' (Mayor Roseann Minnet)**

Mayor Minnet explained that the Broward League of Cities passed a resolution and questioned whether the Commission was satisfied with Broward League of Cities' resolution or whether the Town wanted to pass their own resolution. Commissioner Clotney questioned whether the Town could vote to support the Broward League of Cities' resolution instead.

Commissioner Vincent said that he did not have enough information to make a decision yet. Commissioner Sasser was not in favor of the "Whereas" clauses in the Broward

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League of Cities' resolution. Vice Mayor Dodd agreed with Commissioner Sasser and was not in favor of moving forward with a resolution.

There was Commission consensus to not move forward with a resolution at this time.

There was no further discussion.

i. Resolution supporting the "Let's Move Cities & Towns" campaign (Mayor Roseann Minnet)

Mayor Minnet requested that the Commission review the 'Whereas' clauses of the Resolution. Commissioner Sasser was concerned with sections one and two of the resolution. He questioned whether the word "support" committed the Town to anything financially. Attorney Trevarthen said it did not. Commissioner Sasser said he was in favor of the resolution.

There was Commission consensus to move forward and place the resolution on the next regular meeting agenda for approval.

There was no further discussion.

j. Entertainment District (Vice Mayor Stuart Dodd)

Vice Mayor Dodd explained that the previous Police Chief favored creating an Entertainment District. He believed the district would allow flexibility within zoning. Vice Mayor Dodd said an Entertainment District could encourage new businesses in Town and address the open container law. Commissioner Clotey suggested holding a public workshop to acquire public input. Commissioner Vincent explained there were several concerns on this issue and rules needed to be implemented. Commissioner Sasser believed it was a good idea and reiterated that there needed to be a strategic plan in place first. Mayor Minnet was concerned with relaxing the Code and reminded the Commission that the safety and welfare of the residents and visitors were at stake. She agreed that a workshop was needed to discuss this topic and to discuss possibly extending the hours of operation for the Friday and Saturday night events.

There was Commission consensus to not move forward at this time with this item.

Commissioner Sasser requested the Commission schedule a date to discuss a strategic plan. Town Manager Hoffmann requested the Commission discuss it under item 2N.

Town Manager Hoffmann stated that there could be a down side to creating an entertainment district. She explained the system could be abused and therefore hurt the local businesses. Mayor Minnet questioned how the system could be defined so as to not hurt the Town. Vice Mayor Dodd said the program worked well in other communities and suggested that, should the program fail, revert back to the way it was.

There was Commission consensus to review this item as part of the Master Plan.

There was no further discussion.

- k. Alley-Oop, Inc. Proposal - Skimboarding lessons and camps (Town Manager Connie Hoffmann)

This item was considered with item A.

- I. Engagement of Town Attorney's Services (Town Manager Connie Hoffmann)

Attorney Trevarthen explained that there were changes proposed for the current fiscal year. She said that the suggestions were to forgo any increases for the next two (2) budget years and to postpone implementing a fixed pricing rate until the next budget cycle. Town Manager Hoffmann suggested revisiting the issue in six (6) months. Mayor Minnet said she had no problem taking the Town Manager's and Town Attorneys' suggestions. Vice Mayor Dodd agreed with the suggestions and wanted to make sure that no additional work was done by the Town Attorney without Commission consensus first. Commissioner Sasser requested the Town Manager notify the Commission if and when the Town approached the budgeted amount for Town Attorney services. Town Manager Hoffmann confirmed that could be done at least three (3) months ahead of time.

There was Commission consensus to follow staff recommendations.

There was no further discussion.

- m. Parking Regulations:

- i. Changes in required parking requirements and general public parking requirements (Development Services Director Jeff Bowman)

Director Bowman explained that the first four (4) items listed in the backup were the alternatives given by the consultant. He said that the City of Delray Beaches' code was included and their city previously implemented a few of the options listed. He requested Commission consensus to send the information the P&Z Board (Planning & Zoning Board) for recommendations.

Commissioner Sasser questioned how shared parking worked. Planner Keller gave an example of a Church and an office coming together and creating an agreement approved by the Town through a Development Review process. He explained that the church would not need the parking spaces at the same time the office would need them. Commissioner Sasser questioned whether shared parking took into account the possibility of a revenue share and whether this option would allow the Town to utilize SunTrust Bank. Planner Keller explained that the system would only work if SunTrust Bank entered into an agreement with another business. He suggested a paid parking use could be implemented which would allow the SunTrust Bank to offer paid parking if

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they had more parking spaces than necessary. Commissioner Sasser questioned how that would differ from the example of the church. Planner Keller said that the difference would be that anyone could then use those spaces. He added that SunTrust Bank could utilize the shared parking program; however, based on their number of parking spaces it was more appropriate for the bank to offer those spaces as paid parking. Planner Keller explained that the Town currently did not allow paid parking under the Code and that it could be added by ordinance.

Commissioner Vincent questioned whether the shared parking provision would continue if the building was sold, and if it was not continued, would the other business need to close because they no longer met the parking requirements. Town Manager Hoffmann said it was necessary that the agreement be legally binding. She added that the City of Delray Beach included a provision that stated that if one party chose to sell the property and attempted to get out of the agreement, the other party must first demonstrate that they replaced the parking spaces, or both parties stayed legally bound by the agreement. Mayor Minnet believed that the City of Delray Beach was successful in implementing these programs and that it was something worth looking into for the Town.

Commissioner Sasser recommended sending this item back to the P&Z Board with direction to look into helping the business community.

There was Commission consensus to implement staffs' recommendations and to send the item back to the P&Z Board with direction to review and make recommendations to help the business community.

There was no further discussion.

- ii. Parking Code to be reviewed by P&Z (Commissioner Scot Sasser)

This item was discussed with item 2.m.1.

- iii. Parking at Municipal Park - Designated spots for park use only (Commissioner Chris Vincent)

Commissioner Vincent explained that the spaces located at Municipal Park now required a Resident Parking Permit. He suggested designating a few spaces for residents who did not have a permit and to have staff monitor the usage. Commissioner Clotey suggested adding hours of use for the free parking. Commissioner Vincent said that staff could monitor the usage and recommend to the Commission whether there needed to be a time restriction on the spaces. Commissioner Clotey questioned how staff would determine who was a resident and who was not. Assistant Town Manager Bentley explained that the spaces would be restricted to users of the park and not for residents only. Mayor Minnet asked how many spaces would be designated for that use. Assistant Town Manager Bentley said there would be six (6) spaces at first and then staff would determine later on if more were needed.

Vice Mayor Dodd questioned whether the policy would be two (2) hours of free parking for park use only. Assistant Town Manager Bentley confirmed and explained that those spaces carried a restricted time limit set by Code. Vice Mayor Dodd wanted to make sure those spaces would not allow for tennis court parking. Assistant Town Manager Bentley explained that the tennis court was considered part of the park, so tennis players could use those spaces as well. He stated that the spaces were located on the east side of the park. Commissioner Sasser said he was not clear with how staff would monitor the usage and that he was concerned that the Town would resort back to the original problem. Assistant Town Manager Bentley said he would look into moving the spaces to the west side of the park. Vice Mayor Dodd was concerned that the spaces would be taken up by the tennis players. Mayor Minnet understood that the Town could not make everyone happy.

There was Commission consensus to have staff monitor the usage of the parking spaces and report back to the Commission in six (6) months.

There was no further discussion.

n. Strategic planning process (Town Manager Connie Hoffmann)

Town Manager Hoffmann explained that there were two issues: the Strategic Plan and the Master Plan. She said that the Master Plan encompassed the built environment and addressed some economic issues; however it did not include issues normally included in a strategic plan such as environmental issues, residential neighborhoods, governance and public safety. Town Manager Hoffmann suggested taking both items simultaneously and merging them later on. She also suggested holding two or three community sessions to get the public involved. Town Manager Hoffmann said the goal was to determine the major components that the Town wanted to see in a strategic plan. She said she would continue to work with the MPSC (Master Plan Steering Committee) on the specific details for the Master Plan meeting with them on a monthly basis. Town Manager Hoffmann said that after the strategic component was developed, the work done by the MPSC would then be put into the strategic plan which would allow for more public input. She said all of this could be done within a six (6) month time frame. Town Manager Hoffmann suggested holding the first community meeting in December, one (1) or two (2) more in January, and a final meeting in February or March. She wished to invite speakers to educate residents, staff, and board members on how to design a Town.

Commissioner Clotey said it was a great idea but suggested waiting to have the meeting until January as to allow residents from the north to return. Vice Mayor Dodd and Commissioner Vincent agreed with Commissioner Clotey.

Commissioner Sasser questioned whether there was anything that could be done in between that time. He suggested holding a strategy meeting with the Commission first. Mayor Minnet said that there needed to be support from the Commission first and then the support of the residents.

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Commissioner Clotey added that the residents did not like to be surprised and agreed to start discussion at the Commission level. Commissioner Vincent said that the Commission needed to take the next two months to put the key components together.

Town Manager Hoffmann explained that she would continue to work with the MPSC and bring a recommendation back to the Commission. Commissioner Sasser questioned when the first meeting would take place. Commissioner Clotey believed it would take more than one (1) meeting with the Commission to get a plan in place. Mayor Minnet asked whether each Commissioner could meet with the Town Manager one on one. Commissioner Sasser and Commissioner Clotey disagreed.

Commissioner Sasser wanted to get as many of the little projects out of the way first. Town Manager Hoffmann recommended prioritizing the projects and pushing back the ones that could wait. Vice Mayor Dodd wanted to leave that decision up to the Town Manager and pointed out that the Commission had nothing to go on until additional information was received from the MPSC.

There was Commission consensus to hold a workshop in November for the Commission to prioritize projects, and to have the Town Manager schedule the remaining workshops in January, 2011.

There was no further discussion.

**o. Status report on the Multi-family properties with carts issue (Commission Sasser)**

Commissioner Sasser explained that both parties agreed to finish the negotiations within the next thirty (30) days. He said there would be some conditions on limiting the amount of bulk waste for the multi-use, and limiting the number of pickups. Commissioner Sasser assured the Commission that a solution was reached. He added that further details needed to be worked out.

Attorney Trevarthen confirmed that there was a potential solution in place.

Commissioner Sasser said the item would come before the Commission for final approval at a later date.

There was no further discussion.

**p. Reverse meeting order to accommodate Public Safety Reports (Vice Mayor Dodd)**

Mayor Minnet explained that the recommended change would make the first meeting in November a Roundtable meeting. Vice Mayor Dodd believed that six (6) weeks was too long to wait for public safety reports. He added that the public safety providers could not produce the reports any earlier and he was unsure as to whether there would be any other implications.

Town Manager Hoffmann explained that the change would probably have to wait until December because of items that were already advertised for specific dates. Mayor Minnet suggested implementing the change in January, 2011. Vice Mayor Dodd agreed. Town Manager Hoffmann said she would notify the public safety providers.

There was Commission consensus to hold Roundtable meetings on the second (2<sup>nd</sup>) Tuesday of the month, and regular Commission meetings on the fourth (4<sup>th</sup>) Tuesday of the month.

There was no further discussion.

### **3. OTHER TOWN BUSINESS**

#### **a. Public Safety Building Pool (Town Manager Connie Hoffmann)**

Town Manager Hoffmann stated that Municipal Services Director Don Prince received quotes to remove the pool. She requested consensus from the Commission to remove the pool and replace it with landscaping.

There was Commission consensus to move forward with staff recommendations.

There was no further discussion.

#### **b. Coastal Partnership Grant Application (Town Manager Connie Hoffmann)**

Town Manager Hoffmann explained that the Coastal Partnership Grant deadline was approaching. She requested Commission consensus to submit a grant application for \$14,500, with a Town match of the same amount. She said that assuming negotiations were successful with the Global Coral Alliance for a new contract, the grant would be used for the Coral Reef monitoring and maintenance program, and educational signage. Town Manager Hoffmann said that due to time constraints she would send the grant applicant to the Commission individually as the deadline was the day after the next Commission meeting.

There was Commission consensus to submit the grant application.

There was no further discussion.

#### **c. Sweet Sixteen Party (Assistant Town Manager Bud Bentley)**

Town Manager Hoffmann explained that there was an error made when booking Jarvis Hall. She said an event was booked for the same day as the Sweet Sixteen party previously approved by the Commission. Town Manager Hoffmann said the parents agreed to move the party to the following Saturday. Mayor Minnet said that something

special needed to be done for the family to thank them. Town Manager Hoffmann said she would bring the item to the next regular Commission meeting for approval. There was no further discussion.

**d. Coral Reef Project Agreement Update (Town Manager Connie Hoffmann)**

Town Manager Hoffmann explained that the attorney for the Global Reef Alliance was working pro bono. She said both the Town Attorney and she had several conversations with their attorney and staff was waiting to hear back from them on the contract amendments sent the previous week. Town Manager Hoffmann was hopeful that she could bring a contract amendment before the Commission in November.

Commissioner Vincent questioned whether the grant was based on the agreement. Town Manager Hoffmann said it was not.

There was no further discussion.

**e. LETF Funds (Vice Mayor Stuart Dodd)**

Vice Mayor Dodd explained that he did not agree with the decision to ask BSO to pay for renovations when the Town did not ask the other public safety providers to do the same. He suggested that the Town make a donation equivalent to the money used to renovate the BSO section of the Public Safety building, and those funds be used to purchase new surveillance cameras for the safety of the Town. Vice Mayor Dodd said he would put the item on the next regular agenda if he received Commission consensus.

Commissioner Vincent did not believe it was a good time to do this because it was not in the budget. He did not see the item as a high priority. Commissioner Clottey pointed out that BSO did not pay for the renovations; the money came out of a separate fund.

Commissioner Sasser agreed that the cameras needed to be upgraded, and he had no problem bringing the subject back up for another vote. Mayor Minnet questioned whether there was enough money in the LETF fund to purchase the high definition cameras suggested by Vice Mayor Dodd.

Town Manager Hoffmann explained that she recently had a meeting with the Police Chief regarding appropriating funds from the LETF to purchase those cameras. She said she would find out the balance of the fund and notify the Commission at a later date. Vice Mayor Dodd was under the impression that there was not enough money to do so. Commissioner Clottey suggested waiting until all of the information was received and then vote on whether the Town should contribute money to upgrade the camera system.

There was Commission consensus to get the information regarding the cost to upgrade the camera system and to discuss the item further at the next regular meeting.

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There was no further discussion.

**4. ADJOURNMENT**

Vice Mayor Dodd made a motion to adjourn. With no further business before the Commission, Mayor Minnet adjourned the meeting at 9:45 p.m.

\_\_\_\_\_  
Mayor Roseann Minnet

ATTEST:

\_\_\_\_\_  
Town Clerk, June White

\_\_\_\_\_  
Date