



CITY OF MARCO ISLAND

To: City Council
From: Casey Lucius, Ph.D., Interim City Manager
Date: June 1, 2026
Re: Proposed Changes to Advisory Committee Meetings

Background:

Advisory Committees were established by the City Council by Ordinance in 1999. That ordinance was revised three additional times, most recently in 2021 (Ordinance attached). There is also a 2021 Rules of Procedure Committee Handbook (attached). Finally, there are Resolutions that were passed by City Council in 2023 outlining the responsibilities of the Advisory Committees (attached). This report and follow-up recommendations do not apply to the Planning Board which is governed by Chapter 38 of the City's Municipal Code and Section 163 of Florida Statute.

Based on the attached documents attached, you can see that we have made revisions to the duties and responsibilities of the committees over the past 27 years. The committees are made up of volunteer residents appointed by Council. We appreciate those who dedicate their time to contribute and add value to the important issues facing the City Council.

Currently the committees meet monthly for 90 minutes, however the frequency of meetings is not identified in the ordinance or resolutions. Often there are between 2-4 staff members present to support the committee meetings, in addition to the time spent preparing the agendas, minutes, and working on an committee assignments. I believe the goal should be to have fewer, but more focused committee meetings to save time for both staff and the committee volunteers.

Recommendations for Consideration:

1. Change committee meetings to every other month. Add the opportunity for 1-2 workshops during the year. This would reduce meetings from 12 to 8 (six meetings and two workshops). This would allow time in between meetings for staff and individual committee members to work on tasks that were agreed upon at the meeting. This change in meeting cadence would apply to all committees except the Planning Board. Committees include:
 - a. Waterways Advisory Committee
 - b. Parks and Recreation Advisory Committee
 - c. Beach and Coastal Resources Advisory Committee

- d. Beautification Advisory Committee
 - e. Hideaway Beach Tax District Board
 - f. Audit Advisory Committee
 - g. Community Parks Foundation
2. Review the focus areas for each committee listed above. The attached Resolutions provide general guidance to each committee. Suggestions are listed below:
- 3.
- a. Waterways Advisory Committee: research and make recommendations on seawall heights.
 - b. Parks and Recreation Advisory Committee: research and make recommendations regarding operational and capital improvements at the Racquet Center
 - c. Beach and Coastal Resources Advisory Committee: research and provide recommendation on building beach bathrooms, continue wildlife conservation measures
 - d. Beautification Advisory Committee: work with local businesses to solicit “adopt a median” to beautify the medians, create a competition similar to Marco in Bloom
 - e. Hideaway Beach Tax District Board: continue focus on storm resiliency
 - f. Audit Advisory Committee: Resolution was updated in January 2026, no further recommendations at this time.
 - g. Community Parks Foundation: raise funds for capital projects within City parks.

Objectives:

1. Utilize people’s time wisely, both staff and volunteers.
2. Streamline the focus areas so each meeting is focused on a specific topic of interest to the City Council.
3. By having the advisory committees serve effectively and efficiently, the City will continue to attract outstanding volunteers for these important committee assignments.
4. Thank those who volunteer their time. Committees serve as the first layer for vetting important issues and receiving input from the public.