

City of Marco Island Florida

*51 Bald Eagle Drive
Marco Island, Florida
cityofmarcoisland.com*



Meeting Minutes - Draft

Tuesday, May 28, 2019

5:30 PM

Leadership & Strategic Planning Workshop

Community Meeting Room

City Council

Chair: Erik Brechnitz

Vice-Chair: Victor Rios

*City Council: Jared Grifoni, Larry Honig, Howard Reed,
Charlette Roman and Sam Young*

Interim City Manager: David Harden

City Attorney: Alan L. Gabriel

City Clerk: Laura Litzan

1. Call to Order

Chair Brechnitz called the meeting to order at 5:30 P.M.

2. Roll Call

Present: 7 - Councilor Reed, Councilor Honig, Chair Brechnitz, Councilor Young, Councilor Roman, Councilor Grifoni and Vice-Chair Rios

Also Present

*Interim City Manager David Harden
Community Affairs Director Dan Smith
Incident Hurricane Commander Chris Byrne
Lisa Smith, Recording Specialist
Citizens and Visitors*

3. Business

[ID 19-324](#) Leadership and Strategic Planning Workshop

Mr. Lyle Sumek presented an overview of the following:

- *Plan 2019-2024: Refinement and Finalization*
- *Action Agenda 2019: Policy Agenda 2019 – Top Priority, High Priority; Management Agenda 2019 – Top Priority, High Priority*
- *Action Outlines on Key issues: 2019*
- *Actions to Make the Strategic Planning Process Work for Marco Island*

Mr. Sumek advised Council that his intent tonight is to go through the documents one final time and discuss any changes. He noted all the items in the documents received a majority vote during the previous workshops. The process will be to review the vision statement first, followed by the mission, core values, and the plan; then to look at the objectives, short and long term challenges, policy actions, management in progress and construction projects. At the end, Council will identify six (6) or seven (7) top priority items and six (6) or seven (7) high priority items in the policy agenda items (Section Eleven) and time permitting, Section Twelve (12) will be reviewed.

Councilors engaged in a lengthy discussion regarding their suggested changes throughout the documents and then listed their seven (7) "top priority" items of importance to them over the next twelve (12) months in the Policy Agenda 2019-2020 - Targets for Action:

Councilor Grifoni:

- 1. Item 1 - Building Permit Process: Performance Audit*
- 2. Item 3 - Five Year Financial Plan with General Fund Projections*
- 3. Item 4 - Hurricane Fund – 25% Reserve*
- 4. Item 5 - Police Department Organization Review*
- 5. Item 7 - Proactive City Communications/Public Engagement Policy, Plan, and Program*
- 6. Item 10 - Water Quality Testing*
- 7. Item 21 - Community Events/Festivals Expansion*

Councilor Honig:

1. Item 4 - Hurricane Fund – 25% Reserve
2. Item 7 - Proactive City Communications/Public Engagement Policy, Plan, and Program
3. Item 9 - Swale: Assessment/Problem Analysis
4. Item 10 - Water Quality Testing
5. Item 11 - Stormwater Policy and Management
6. Item 15 - Comprehensive Plan: Update
7. Item 17 - Code Enforcement/Compliance

Councilor Reed:

1. Item 1 - Building Permit Process: Performance Audit
2. Item 2 - Strategic Plan Development and Institutionalization
3. Item 10 - Water Quality Testing
4. Item 15 - Comprehensive Plan: Update
5. Item 16 - Annual Road Improvements: Service Level and Funding
6. Item 17 - Code Enforcement/Compliance
7. Item 18 - Sea Wall Construction on Vacant Lots in Residential Areas

Councilor Roman:

1. Item 2 - Strategic Plan Development and Institutionalization
2. Item 3 - Five Year Financial Plan with General Fund Projections
3. Item 5 - Police Department Organization Review
4. Item 7 - Proactive City Communications/Public Engagement Policy, Plan, and Program
5. Item 11 - Stormwater Policy and Management
6. Item 12 - Environmental Specialist: Direction
7. Item 15 - Comprehensive Plan: Update

Councilor Young:

1. Item 5 - Police Department Organization Review
2. Item 7 - Proactive City Communications/Public Engagement Policy, Plan, and Program
3. Item 10 - Water Quality Testing
4. Item 11 - Stormwater Policy and Management
5. Item 15 - Comprehensive Plan: Update
6. Item 17 - Code Enforcement/Compliance
7. Item 21 - Parks Master Plan/Park Development

Vice-Chair Rios:

1. Item 1 - Building Permit Process: Performance Audit
2. Item 3 - Five Year Financial Plan with General Fund Projections
3. Item 5 - Police Department Organization Review
4. Item 8 - Reuse Water Policy/Wastewater Treatment Plant Upgrade
5. Item 9 - Swale: Assessment/Problem Analysis
6. Item 11 - Stormwater Policy and Management
7. Item 16 - Annual Road Improvements: Service Level and Funding

Chair Brechnitz:

1. Item 1 - Building Permit Process: Performance Audit
2. Item 2 - Strategic Plan Development and Institutionalization
3. Item 3 - Five Year Financial Plan with General Fund Projections
4. Item 5 - Police Department Organization Review
5. Item 9 - Swale: Assessment/Problem Analysis
6. Item 10 - Water Quality Testing
7. Item 14 - Sidewalk Policy and Program

Summary totals for the top priority items:

- 1. Item 1 - Building Permit Process: Performance Audit*
- 2. Item 3 - Five Year Financial Plan with General Fund Projections*
- 3. Item 5 - Police Department Organization Review*
- 4. Item 7 - Proactive City Communications/Public Engagement Policy, Plan, and Program*
- 5. Item 10 - Water Quality Testing*
- 6. Item 11 - Stormwater Policy and Management*
- 7. Item 15 - Comprehensive Plan: Update*

In round two (2), Councilors listed their seven (7) high priority items in the Policy Agenda 2019-2020 - Targets for Action.

Councilor Grifoni:

- 1. Item 4 - Hurricane Fund – 25% Reserve*
- 2. Item 8 - Reuse Water Policy/Wastewater Treatment Plant Upgrade*
- 3. Item 9 - Swale: Assessment/Problem Analysis*
- 4. Item 16 - Annual Road Improvements: Service Level and Funding*
- 5. Item 17 - Code Enforcement/Compliance*
- 6. Item 21 - Parks Master Plan/Park Development*
- 7. Item 22 - Community Events/Festivals Expansion*

Councilor Honig:

- 1. Item 4 - Hurricane Fund – 25% Reserve*
- 2. Item 8 - Reuse Water Policy/Wastewater Treatment Plant Upgrade*
- 3. Item 9 - Swale: Assessment/Problem Analysis*
- 4. Item 12 - Environmental Specialist: Direction*
- 5. Item 14 - Sidewalk Policy and Program*
- 6. Item 16 - Annual Road Improvements: Service Level and Funding*
- 7. Item 17 - Code Enforcement/Compliance*

Councilor Reed:

- 1. Item 2 - Strategic Plan Development and Institutionalization*
- 2. Item 12 - Environmental Specialist: Direction*
- 3. Item 16 - Annual Road Improvements: Service Level and Funding*
- 4. Item 17 - Code Enforcement/Compliance*
- 5. Item 18 - Sea Wall Construction on Vacant Lots in Residential Areas*
- 6. Item 19 - Park Security Cameras*
- 7. Item 24 - Street Light Installation Program Expansion*

Councilor Roman:

- 1. Item 2 - Strategic Plan Development and Institutionalization*
- 2. Item 4 - Hurricane Fund – 25% Reserve*
- 3. Item 8 - Reuse Water Policy/Wastewater Treatment Plant Upgrade*
- 4. Item 9 - Swale: Assessment/Problem Analysis*
- 5. Item 12 - Environmental Specialist: Direction*
- 6. Item 17 - Code Enforcement/Compliance*
- 7. Item 20 - Senior Services and Programs*

Councilor Young:

- 1. Item 2 - Strategic Plan Development and Institutionalization*
- 2. Item 6 - Financial Policies: Review and Direction*
- 3. Item 8 - Reuse Water Policy/Wastewater Treatment Plant Upgrade*
- 4. Item 9 - Swale: Assessment/Problem Analysis*
- 5. Item 16 - Annual Road Improvements: Service Level and Funding*
- 6. Item 17 - Code Enforcement/Compliance*
- 7. Item 21 - Parks Master Plan/Park Development*

Vice-Chair Rios:

- 1. Item 8 - Reuse Water Policy/Wastewater Treatment Plant Upgrade*
- 2. Item 9 - Swale: Assessment/Problem Analysis*
- 3. Item 12 - Environmental Specialist: Direction*
- 4. Item 16 - Annual Road Improvements: Service Level and Funding*
- 5. Item 17 - Code Enforcement/Compliance*
- 6. Item 21 - Parks Master Plan/Park Development*
- 7. Item 24 - Street Light Installation Program Expansion*

Chair Brechnitz:

- 1. Item 2 - Strategic Plan Development and Institutionalization*
- 2. Item 9 - Swale: Assessment/Problem Analysis*
- 3. Item 14 - Sidewalk Policy and Program*
- 4. Item 16 - Annual Road Improvements: Service Level and Funding*
- 5. Item 17 - Code Enforcement/Compliance*
- 6. Item 18 - Sea Wall Construction on Vacant Lots in Residential Areas*
- 7. Item 21- Parks Master Plan/Park Development*

Summary totals for the high priority items:

- 1. Item 2 - Strategic Plan Development and Institutionalization*
- 2. Item 8 - Reuse Water Policy/Wastewater Treatment Plant Upgrade*
- 3. Item 9 - Swale: Assessment/Problem Analysis*
- 4. Item 12 - Environmental Specialist: Direction*
- 5. Item 16 - Annual Road Improvements: Service Level and Funding*
- 6. Item 17 - Code Enforcement/Compliance*
- 7. Item 21 - Parks Master Plan/Park Development*

In round three (3), Councilors listed their five (5) "top priority" items in the Management Agenda 2019 – 2020 City of Marco Island:

Councilor Grifoni:

- 1. Item 2 - Community Survey*
- 2. Item 4 - Collier County 1 cent Sales Tax Allocation*
- 3. Item 5 - Fire Station #50: Direction*
- 4. Item 6 - City Employee Compensation and Benefits*
- 5. Item 15 - Veterans Park: Design Review*

Councilor Honig:

- 1. Item 4 - Collier County 1 cent Sales Tax Allocation*
- 2. Item 6 - City Employee Compensation and Benefits*
- 3. Item 12 - MS 4 Permit: Status and Direction*
- 4. Item 14 - Yellowbird Widening Project*
- 5. Item 15 - Veterans Park: Design Review*

Councilor Reed:

- 1. Item 4 - Collier County 1 cent Sales Tax Allocation*
- 2. Item 5 - Fire Station #50: Direction*
- 3. Item 6 - City Employee Compensation and Benefits*
- 4. Item 7 - Comprehensive Fees Structure: Review and Revision*
- 5. Item 12 - MS 4 Permit: Status and Direction*

Councilor Roman:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. Item 3 - City Department Comprehensive Review*
- 3. Item 10 - City Buildings and Facilities Plan*
- 4. Item 11 - Vehicle Management: Inventory*
- 5. Item 12 - MS 4 Permit: Status and Direction*

Councilor Young:

- 1. Item 2 - Community Survey*
- 2. Item 3 - City Department Comprehensive Review*
- 3. Item 6 - City Employee Compensation and Benefits*
- 4. Item 10 - City Buildings and Facilities Plan*
- 5. Item 15 - Veterans Park: Design Review*

Vice-Chair Rios:

- 1. Item 4 - Collier County 1 cent Sales Tax Allocation*
- 2. Item 5 - Fire Station #50: Direction*
- 3. Item 6 - City Employee Compensation and Benefits*
- 4. Item 7 - Comprehensive Fees Structure: Review and Revision*
- 5. Item 9 - EMS Interlocal Agreement*

Chair Brechnitz:

- 1. Item 4 - Collier County 1 cent Sales Tax Allocation*
- 2. item 5 - Fire Station #50: Direction*
- 3. Item 12 - MS 4 Permit: Status and Direction*
- 4. Item 14 - Yellowbird Widening Project*
- 5. Item 15 - Veterans Park: Design Review*

Summary totals for the top five (5) management items:

- 1. Item 4 - Collier County 1 cent Sales Tax Allocation*
- 2. Item 5 - Fire Station #50: Direction*
- 3. Item 6 - City Employee Compensation and Benefits*
- 4. Item 12 - MS 4 Permit: Status and Direction*
- 5. Item 15- Veterans Park: Design Review*

In round four (4), Councilors listed their "high priority" items in the Management Agenda 2019 – 2020 City of Marco Island:

Councilor Grifoni:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. Item 2 - Community Survey*
- 3. Item 11 - Vehicle Management: Inventory*
- 4. Item 14 - Yellowbird Widening Project*
- 5. Item 16 - Annual Road Improvements: Service Level and Funding*

Councilor Honig:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. Item 2 - Community Survey*
- 3. Item 3 - City Department Comprehensive Review*
- 4. Item 10 - City Buildings and Facilities Plan*
- 5. Item 14 - Yellowbird Widening Project*

Councilor Reed:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. Item 3 - City Department Comprehensive Review*
- 3. Item 7 - Comprehensive Fees Structure: Review and Revision*
- 4. Item 10 - City Buildings and Facilities Plan*
- 5. Item 11 - Vehicle Management: Inventory*

Councilor Roman:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. Item 2 - Community Survey*
- 3. Item 3 - City Department Comprehensive Review*
- 4. Item 10 - City Buildings and Facilities Plan*
- 5. Item 11 - Vehicle Management: Inventory*

Councilor Young:

- 1. Item 2 - Community Survey*
- 2. Item 3 - City Department Comprehensive Review*
- 3. Item 9 - EMS Interlocal Agreement*
- 4. Item 10 - City Buildings and Facilities Plan*
- 5. Item 14 - Yellowbird Widening Project*

Vice-Chair Rios:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. Item 2 - Community Survey*
- 3. Item 3 - City Department Comprehensive Review*
- 4. Item 9 - EMS Interlocal Agreement*
- 5. Item 14 - Yellowbird Widening Project*

Chair Brechnitz:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. item 9 - EMS Interlocal Agreement*
- 3. Item 10 - City Buildings and Facilities Plan*
- 4. Item 11 - Vehicle Management: Inventory*
- 5. Item 14 - Yellowbird Widening Project*

Summary totals for the "top priority" management items:

- 1. Item 1 - Comprehensive Infrastructure and Facilities Assessment and Plan with Funding*
- 2. Item 2 - Community Survey*
- 3. Item 3 - City Department Comprehensive Review*
- 4. Item 10 - City Buildings and Facilities Plan*
- 5. Item 11- Vehicle Management Inventory*
- 6. Item 14 - Yellowbird Widening Project*

Following the summarization of the above items, Mr. Sumek advised Council that he will redraft the version and come back for one final review with Interim City Manager David Harden and then finalize the documents. It is noted due to time constraints, Section Twelve (12) was not addressed. It was determined to hold another session with both Interim City Manager David Harden and City Manager Michael McNees in the future.

4. Citizens' Comments - None

5. Adjournment

There being no further business to come before City Council, the meeting adjourned at 8:56 P.M.

Erik Brechnitz, Council Chairman

ATTEST:

Laura Litzan, City Clerk

PREPARED BY:

Lisa Smith, Recording Specialist