

White Paper Advisory Committees Update: Follow Up

Councilman Rich Blonna 6/19/23

Initial White Paper Presentation to the City Council Identified Five Areas of Concern Regarding Advisory Committees:

- **Lack of standardization of the structure and language used in the Resolutions creating the Advisory Committees.**
- **Lack of specificity regarding oversight of Advisory Committees.**
- **Lack of annual goal setting and work plans with action steps (objectives).**
- **Lack of clarification regarding funding, fund raising, and budgeting.**
- **Lack of specificity regarding number of meetings.**

The City Council Supported:

- **Creating a new Template that standardizes the structure and language used in the Advisory Committee Resolutions.**
- **Codifying a mechanism for funding, fund raising, and budgeting.**
- **Standardizing the goal setting and work plan development process while allowing for flexibility and autonomy for committees.**

The City Council Rejected:

- **Specifying the frequency of Advisory Committee Meetings.**

The City Council was Ambivalent About:

- **Having more direct oversight of Advisory Committees.**

Follow-Up Course of Action

I took the following course of action to revise the three issues supported by the City Council:

Created a Standardized Advisory Council Resolution Template

- Reviewed all of the original Resolutions that created the four Advisory Committees (the Ad Hoc Bike Path Committee did not have a resolution creating it).**
- Created a standardized Advisory Committee Resolution Template by integrating the four common elements from the Resolutions already in use.**
- Added additional elements related to funding and the creation of Goals and Annual Work Plans.**

Added Language that Codifies Funding Mechanisms, Fund Raising, and Budgeting

- **Added an additional element that standardizes and clarifies budgeting, funding, and fund-raising for all Advisory Committees.**

Standardized a Flexible Goal Setting and Work Plan Format

- **Copied the goals and action items from each existing Advisory Committee Resolution.**
- **Separated the goals from the action items.**
- **Plugged the Goals and Action Items into Sample Annual Work Plans.**

Obtained Feedback From Committee Members

- **Sent the sample Standardized Advisory Committee Template via email to all committee members.**
- **Sent sample 2014 Goals and Work Plans for the different Advisory Committees via email to committee members.**
- **Asked the committee members for their personal feedback .**
- **Advised committee members to reply to me to avoid any Sunshine Law conflicts.**
- **Explained that I would follow-up with their Advisory Committees following City Council Approval.**

Original BACRAC Resolution

RESOLUTION 20-15


A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARCO ISLAND, FLORIDA, CREATING THE BEACH AND COASTAL RESOURCES ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY COUNCIL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Marco Island provides for continuous citizen input and advice through a wide variety of boards and committees.
WHEREAS, the City Council believes it is in the best interest of the community to create a Beach and Coastal Resources Advisory Committee;
WHEREAS, the City Council will appoint members to the committee that have substantial experience in areas that would be beneficial in carrying out the purposes of the committee, and have the ability to devote the time necessary to the business of the committee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marco Island, Florida that:

- Section 1.** The above recitals are true and correct and incorporated herein.
- Section 2.** The Marco Island City Council hereby creates the Beach and Coastal Resources Advisory Committee, consisting of seven members chosen by City Council whose terms will be established in accordance with Sec. 2-204 of the Code of Ordinances.
- Section 3.** The Beach and Coastal Resources Advisory Committee is charged with identifying short and long-term issues that impact the beach and coastal environment, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action.
- Section 4.** The Beach and Coastal Resources Advisory Committee goals are: (Goals separated out but intermingled with Action Steps) (Goals and Action Steps change yearly and should not be part of Resolution)
 1. Public outreach/education on Sea Turtle Lighting Compliance. Presentation to condominium boards & associations, local clubs, such as Kiwanis, Rotary and realtor boards, and schools.
 2. Public outreach/education on commonly found listed species on Marco Island, such as Burrowing Owls, Gopher Tortoises, American Osprey, Black Skimmer, Least Terns, winter/summer shorebirds and other species listed under the City's Protected Species Ordinance.
 Continue to leverage our relationships with the Audubon of the Western Everglades (AWE), the Florida Fish & Wildlife Conservation Commission (FWC), Rookery Bay, and the Conservancy of Southwest Florida.
 Support Marco Island Environmental Speaker Series on Marco's Wildlife presented by various organizations.
 3. Public outreach and education on the Importance of Big Marco Pass as a critical wildlife area, and its unique ecology.
 Support FWC, AWE and the Collier County Shorebird Stewardship Program in Marco for both winter and summer shorebirds, and why it is important.
 4. Educational Outreach to Tommie Barfield Elementary School, Marco Island Charter School, Mackle Park Summer Camp and Marco Island Academy.
 5. Write a proposal or grant request to the Collier County Tourist Development Council, District 1 Collier County Commissioner and/or Collier County Parks & Recreation, for funding of a Beach Stewardship Program on "Benefits of Sharing our Beach with Wildlife" as this promotes ecotourism.
 6. Continue with monthly beach clean-ups.
 7. Continue to work with City Council on issues pertaining protection of Marco's listed species.

Section 4 (Sic). This resolution shall take effect immediately upon its adoption.
Passed in open and regular session of the City Council of the City of Marco Island, this 1 5th day of June 2020.

ATTEST:

 Laura M. Litzan, City Clerk

CITY OF MARCO ISLAND, FLORIDA
 By: 
 Erik Brechnitz, Chairman

RESOLUTION 20-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARCO ISLAND, FLORIDA, CREATING THE BEACH AND COASTAL RESOURCES ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY COUNCIL;
AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Marco Island provides for continuous citizen input and advice through a wide variety of boards and committees; and

WHEREAS, the City Council believes it is in the best interest of the community to create a Beach and Coastal Resources Advisory Committee; and

WHEREAS, the City Council will appoint members to the committee that have substantial experience in areas that would be beneficial in carrying out the purposes of the committee, and have the ability to devote the time necessary to the business of the committee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marco Island, Florida that:

Section 1. The above recitals are true and correct and incorporated herein.

Section 2. The Marco Island City Council hereby creates the Beach and Coastal Resources Advisory Committee, consisting of seven members chosen by City Council whose terms will be established in accordance with Sec. 2-204 of the Code of Ordinances. (Nothing related to oversight and accountability)

Section 3. The Beach and Coastal Resources Advisory Committee is charged with identifying short and long-term issues that impact the beach and coastal environment, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action. (Narrative Mission Statement)

Section 4. The Beach and Coastal Resources Advisory Committee goals are: (Goals separated from Charges but intermingled with Action Steps/Objectives)(These change yearly, are not enduring, and should not be included in Resolution)

1 Public outreach/education on Sea Turtle Lighting Compliance. Presentation to condominium boards & associations, local clubs, such as Kiwanis, Rotary and realtor boards, and schools.

2. Public outreach/education on commonly found listed species on Marco Island, such as Burrowing Owls, Gopher Tortoises, American Osprey, Black Skimmer, Least Terns, winter/summer shorebirds and other species listed under the City's Protected Species Ordinance.

- Continue to leverage our relationships with the Audubon of the Western Everglades (AWE), the Florida Fish & Wildlife Conservation Commission (FWC), Rookery Bay, and the Conservancy of Southwest Florida.
- Support Marco Island Environmental Speaker Series on Marco's Wildlife presented by various organizations.

3. Public outreach and education on the Importance of Big Marco Pass as a critical wildlife area, and its unique ecology.

- Support FWC, AWE and the Collier County Shorebird Stewardship Program in Marco for both winter and summer shorebirds, and why it is important.

4. Educational Outreach to Tommie Barfield Elementary School, Marco Island Charter School, Mackle Park Summer Camp and Marco Island Academy.

5. Write a proposal or grant request to the Collier County Tourist Development Council, District 1 Collier County Commissioner and/or Collier County Parks & Recreation, for funding of a Beach Stewardship Program on "Benefits of Sharing our Beach with Wildlife" as this promotes ecotourism.

6. Continue with monthly beach clean-ups.

7. Continue to work with City Council on issues pertaining protection of Marco's listed species.

Section 4.(Sic) This resolution shall take effect immediately upon its adoption.

(No Section related to funding)

Resolutions adopted by the City Council of the City of Marco Island, this

ATTEST:


Laura M. Litzan, City Clerk

CITY OF MARCO ISLAND, FLORIDA
By: 

Erik Brechnitz, Chairman

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARCO ISLAND, FLORIDA, CREATING THE WATERWAYS ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY COUNCIL; PROVIDING AN EFFECTIVE DATE.

- WHEREAS, the City of Marco Island provides for continuous citizen input and advice through a wide variety of boards and committees; and
- WHEREAS, the City Council believes it is in the best interest of the community to create a Waterways Advisory Committee; and
- WHEREAS, the City Council will appoint members to the committee that have substantial experience in areas that would be beneficial in carrying out the purposes of the committee and have the ability to devote the time necessary to the business of the committee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marco Island, Florida that:

Section 1. The above recitals are true and incorporated herein.

Section 2. The Marco Island City Council Hereby creates the Waterways Advisory Committee consisting of seven (7) members chosen by City Council whose terms will be established in accordance with Sec-2-204 of the Code of Ordinances.

Section 3: The Waterways Advisory Committee shall be responsible for providing recommendations regarding:

- Water quality issues
- Safe boating and navigation issues
- Seawall and boat dock issues
- Public awareness and education efforts (**Charges in List Form, No Goals Stated**)

Section 4. This resolution shall take effect immediately upon its adoption.

(No Section devoted to funding)

Passed in open and regular session of the City Council of the City of Marco Island, Florida, this 25th day of October 2019.

ATTEST:



Laura M. Litzan, City Clerk

CITY OF MARCO ISLAND, FLORIDA

By: 

Erik Brechnitz, Chairman

Proposed Advisory Committee Resolution Template

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARCO ISLAND FLORIDA CREATING THE _____ ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY COUNCIL PROVIDING AN EFFECTIVE DATE.

Whereas the City of Marco Island provides for continuous citizen input and advice through a wide variety of boards and committees; and

Whereas the City Council believes it is in the best interest of the community to create the _____ Advisory Committee; and

Whereas the City Council will appoint members to the committee that have substantial experience in areas that would be beneficial in carrying out the purposes of the committee and have the ability to devote the time necessary to the business of the committee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marco Island that;

Section 1: The above recitals are true and correct and incorporated herein.

Section 2: The Marco Island City Council hereby creates the _____ Advisory Committee, consisting of seven (7) members chose by City Council whose items will be established in accordance with Section 2-204 of the Code of Ordinances.

Pursuant to Section 2-205 of the Code of Ordinances, the _____ Advisory Committee members serve at the pleasure of the City Council and shall report to the them via the Committee Chairperson, Staff Liaison, and City Council Liaison. (Addresses reporting and accountability)

Section 3: The _____ Advisory Committee is charged with (Enduring narrative Mission Statement)

Section 4: The _____ Advisory Committee shall submit an annual work plan every year to the City Council for their approval. (Flexible, changes annually, individualized by committee members)

Section 5: The _____ Advisory Committee shall submit an annual budget request to the staff liaison who will present it to the City Council for their approval during the annual Operating Budget Hearings. All budget requests must be related to activities associated with the approved annual work plan. Any additional funds obtained through outside fundraising must also be related to the approved annual work plan. (Codifies budget process, funding, and fund raising for all committees) (ties budget requests to specific goals and activities)

Section 6: This resolution shall take effect immediately upon adoption.

Passed in open and regular session of the City Council of the City of Marco Island, Florida, this day of ____, ____, 2023.

ATTEST

_____, City Clerk

CITY OF MARCO ISLAND

By: _____ Greg Foley, Chairperson

Proposed Advisory Committee Resolution Template

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARCO ISLAND FLORIDA CREATING THE _____ ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY COUNCIL PROVIDING AN EFFECTIVE DATE.

Whereas the City of Marco Island provides for continuous citizen input and advice through a wide variety of boards and committees; and

Whereas the City Council believes it is in the best interest of the community to create the _____ Advisory Committee; and

Whereas the City Council will appoint members to the committee that have substantial experience in areas that would be beneficial in carrying out the purposes of the committee and have the ability to devote the time necessary to the business of the committee.

Proposed Advisory Committee Resolution Template

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marco Island that;

Section 1: The above recitals are true and correct and incorporated herein.

Section 2: The Marco Island City Council hereby creates the _____ Advisory Committee, consisting of seven (7) members chose by City Council whose items will be established in accordance with Section 2-204 of the Code of Ordinances.

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Proposed Advisory Committee Resolution Template

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Section 6: This resolution shall take effect immediately upon adoption.

Passed in open and regular session of the City Council of the City of Marco Island, Florida, this day of _____, _____, 2023.

ATTEST

_____, City Clerk

CITY OF MARCO ISLAND

By: _____ Greg Foley, Chairperson

Sample Revised Beach and Coastal Advisory Committee Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARCO ISLAND FLORIDA CREATING THE BEACH AND COASTAL RESURCES ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY COUNCIL PROVIDING AN EFFECTIVE DATE

Whereas the City of Marco Island provides for continuous citizen input and advice through a wide variety of boards and committees; and

Whereas the City Council believes it is in the best interest of the community to create the Beach and Coastal Resources Advisory Committee; and

Whereas the City Council will appoint members to the committee that have substantial experience in areas that would be beneficial in carrying out the purposes of the committee and have the ability to devote the time necessary to the business of the committee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marco Island that;

Section 1: The above recitals are true and correct and incorporated herein.

Section 2: The Marco Island City Council hereby creates the Beach and Coastal Resources Advisory Committee, consisting of seven (7) members chose by City Council whose items will be established in accordance with Section 2-204 of the Code of Ordinances. Pursuant to Section 2-205 of the Code of Ordinances, the Beach and Coastal Resources Advisory Committee members serve at the pleasure of the City Council and shall report to the them via the Committee Chairperson, Staff Liaison, and City Council Liaison.

Section 3: The Beach and Coastal Resources Advisory Committee is charged with identifying short and long-term issues that impact the beach and coastal environment, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action.

Section 4: The Beach and Coastal Resources Advisory Committee shall submit an annual work plan every year that is approved by the City Council.

Section 5: The Beach and Coastal Resources Advisory Committee shall submit an annual budget request to the staff liaison who will present it to the City Council for their approval during the annual Operating Budget Hearings. All budget requests must be related to activities associated with the approved annual work plan. Any additional funds obtained through outside fundraising must also be related to the approved annual work plan.

Section 6: This resolution shall take effect immediately upon adoption.

Passed in open and regular session of the City Council of the City of Marco Island, Florida, this day of ____, ____, 2023.

ATTEST CITY OF MARCO ISLAND _____

By: _____, City Clerk

_____ Greg Foley, Chairperson

Sample Revised Beach and Coastal Advisory Committee Resolution

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARCO ISLAND FLORIDA CREATING THE BEACH AND COASTAL RESURCES ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO THE CITY COUNCIL PROVIDING AN EFFECTIVE DATE

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Sample Revised Beach and Coastal Advisory Committee Resolution

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Sample Revised Beach and Coastal Advisory Committee Resolution

Section 4: The Beach and Coastal Resources Advisory Committee shall submit an annual work plan every year that is approved by the City Council.

Section 5: The Beach and Coastal Resources Advisory Committee shall submit an annual budget request to the staff liaison who will present it to the City Council for their approval during the annual Operating Budget Hearings. All budget requests must be related to activities associated with the approved annual work plan. Any additional funds obtained through outside fundraising must also be related to the approved annual work plan.

Section 6: This resolution shall take effect immediately upon adoption.

Passed in open and regular session of the City Council of the City of Marco Island, Florida, this day of ____, ____, 2023.

ATTEST CITY OF MARCO ISLAND

By: _____, City Clerk

_____ Greg Foley, Chairperson

Sample Beach and Coastal Advisory Committee Workplan

By the end of 2024 Beach and Coastal Advisory Committee will:

Goal 1: Protecting Sea Turtles.

- Action Step: Conduct public education/information programs with condominium boards and associations along Collier Blvd, local service clubs and organizations, and schools on the island related to the Sea Turtle Lighting Ordinance.

Goal 2: Protecting Burrowing Owls, Gopher Tortoises and protected species on Marco Island.

- Action Step: Conduct public education/information programs on listed species identified in the City of Marco Island's Protected Species Ordinance.
- Action Step: Work with the City Council to develop and enforce programs that protect listed species identified in the City's Protected Species Ordinance.
- Action Step: Obtain funding from the City Council to continue the AWE Gopher Tortoise study.

Sample Beach and Coastal Advisory Committee Workplan

By the end of 2024 Beach and Coastal Advisory Committee will:

Goal 3: Protecting the Big Marco Pass Critical Wildlife Area.

- Action Step: Use the support of Audubon Western Everglades, Florida Fish and Wildlife Commission, Rookery Bay, and the Conservancy to develop plans to protect the area and other critical wildlife areas on Marco Island.

Goal 4: Ensuring the cleanliness and safety of Marco Island beaches.

- Action Step: Organize monthly beach clean-up programs with community partners.
- Action Step: Request funding from the Collier County TDC for a Beach Stewardship Program that promotes Ecotourism.

Sample Charges/Mission Statements

The Beach and Coastal Resources Advisory Committee is charged with identifying short and long-term issues that impact the beach and coastal environment, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action.

The Waterways Advisory Committee is charged with identifying short and long-term issues that impact water quality, safe boating and navigation, and seawalls and docks, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action.

The Beautification Advisory Committee is charged with identifying short and long-term issues that impact the overall beauty and appeal of the island including planted street medians and streetscapes, publicly-owned cul-de-sacs, beach access points, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action.

Sample Charges/Mission Statements

The Parks and Recreation Advisory Committee is charged with identifying short and long-term issues that impact parks and recreational facilities, and passive and active recreational activities, services, and programs, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action.

The Bike Path Advisory Committee is charged with identifying short and long-term issues that impact safe and convenient bicycle access to all parts of Marco Island, safe integration of motorized bikes and scooters on city streets and bike paths, and the expansion of bike-related recreational activities, evaluating potential solutions and recommending policy and practices to City staff for administrative or Council action.

Requested City Council Actions:

- Motion to accept the standardized Advisory Committee Resolution Template.
- Motion to create a new Bike Path Advisory Committee.
- Grant permission to meet with the Individual Advisory Committees and their City Liaisons to clarify their goals and develop their Annual Workplans.