

M E M O R A N D U M

Date: November 12, 2013

TO: Town Commission

FROM: Dave Bullock, Town Manager

SUBJECT: Resolution 2013-38, Establishing the ULI Implementation Advisory Committee and Providing for a Mission Statement

At a Town Commission Special Meeting held on October 25, 2013 the Urban Land Institute (ULI) presented eight key recommendations related to the future of Longboat Key. Following the presentation, the Commission directed staff to initiate an implementation plan that included establishment of a ULI Implementation Advisory Committee. Resolution 2013-38 provides for establishment of the Committee as well as laying out a mission for the Committee's work.

The Committee will serve as advisory to the Town Commission and will provide recommendations on the following:

- setting priorities related to the recommendations,
- advice and suggestions on project concepts and designs
- identification of potential obstacles to project implementation and recommend possible solutions
- identification of key tasks to be completed
- identification and fostering potential partnerships with community organizations/resources
- recommendation of sources for project-specific expertise
- suggestions regarding public input/engagement opportunities,
- other tasks assigned by the Commission

Attached is Resolution 2013-38 for Commission consideration at the November 18, 2013 Special Meeting.

Please don't hesitate to contact me if you have any questions.

RESOLUTION 2013-38

A RESOLUTION OF THE TOWN OF LONGBOAT KEY, FLORIDA, ESTABLISHING THE ULI IMPLEMENTATION ADVISORY COMMITTEE, FOR 2013-2014; PROVIDING FOR A PURPOSE; PROVIDING FOR APPOINTMENT OF MEMBERS AND TERMS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Charter, Article II, Section 20, provides that the Town Commission may appoint by resolution such ad hoc committees for such terms as it deems necessary and desirable; and

WHEREAS, on June 17, 2013, the Town Commission engaged the Urban Land Institute (ULI) through an Advisory Services Agreement to obtain advice and recommendations from the ULI on future development and planning issues facing the Town of Longboat Key, and;

WHEREAS, on October 25, 2013, the ULI Advisory Services Panel presented a report of their findings and recommendations following a week-long panel study on Longboat Key, and;

WHEREAS, on November 4, 2013, the Town Commission determined that it wishes to establish the ULI Implementation Advisory Committee to provide recommendations to the Town Commission on future activities and implementation strategies outlined in the ULI Advisory Panel's report; and

WHEREAS, the Town Commission wishes to appoint this citizens advisory committee consisting of [REDACTED] Longboat Key resident electors to serve on the ULI Implementation Advisory Committee during the Fiscal Year 2013-2014.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LONGBOAT KEY, FLORIDA, THAT:

SECTION 1. The above Whereas clauses are ratified and confirmed as true and correct.

SECTION 2. The ULI Implementation Advisory Committee is established for 2013-2014 for the purpose of providing recommendations on future activities and implementation strategies resulting from the ULI Advisory Panel report for consideration by the Town Commission.

SECTION 3. The Town Commission will appoint [REDACTED] Longboat Key resident electors to serve as members of the ULI Implementation Advisory Committee for 2013-2014 with the term to begin immediately upon appointment and expire on May 14, 2014 in accordance with Resolution 2000-05.

SECTION 4. Those appointed to the ULI Implementation Advisory Committee shall hold an organizational meeting and elect a Chairman, Vice-Chairman, and Secretary, and establish procedures for holding meetings, in accordance with State law.

SECTION 5. Duties and Responsibilities. The ULI Implementation Advisory Committee shall review the ULI Advisory Panel Report and make recommendations to the Town Commission on (date? / monthly or quarterly).

~~SECTION 6. The Planning, Zoning, and Building Department Director shall serve as the staff liaison to the ULI Implementation Advisory Committee and may designate his staff members to assist as he deems necessary.~~

The Town Manager shall provide a staff liaison to the ULI Implementation Advisory Committee and may designate staff members for resource purposes.

~~SECTION 7. The Town Commission will provide the ULI Implementation Advisory Committee will be provided with a Scope of Work attached as Exhibit A to this Resolution.~~ The ULI Implementation Advisory Committee shall present its recommendations and implementation strategies for Town Commission consideration and approval. The Town Commission may accept, reject, or modify the recommendations as it deems appropriate.

SECTION 8. This Resolution shall take effect immediately upon adoption.

Passed by the Town Commission of the Town of Longboat Key on the _____ day of _____, 2013.

James L. Brown, Mayor

ATTEST:

Trish Granger, Town Clerk

Exhibit A - Scope of Work

Exhibit A

Scope of Work

An Urban Land Institute Advisory Panel made eight key recommendations related to the future of Longboat Key. The Town Commission hereby establishes a ULI Implementation Advisory Committee to advise the Commission on implementation issues related to the recommendations of the ULI Advisory Panel in October, 2013.

The Committee will provide advice to the Commission on:

- setting priorities related to the recommendations
- advice and suggestions on project concepts and designs
- identification of potential obstacles to project implementation and recommend possible solutions
- identification of key tasks to be completed
- identification and fostering potential partnerships with community organizations/resources
- recommendation of sources for project-specific expertise
- suggestions regarding public input/engagement opportunities
- other tasks assigned by the Commission.



End of Agenda Item