

**RESOLUTION NO. 02-13**

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO BOARDS AND AGENCIES; CREATING (1) PUBLIC SAFETY, (2) PARKS AND RECREATION, (3) LONG-TERM PLANNING, (4) PLANNING, ZONING AND CODE ENFORCEMENT, (5) BUILDING AND PERMITTING, (6) COMMUNITY SERVICES AND PUBLIC WORKS, (7) FINANCE AND BUDGET, AND (8) PUBLIC INFORMATION AND COMMUNITY AWARENESS ADVISORY COMMITTEES; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to art. III, sec. 3.9 of the charter, the Village Council is empowered to establish such boards and agencies as it deems advisable; and,

WHEREAS, the Council desires to create: (1) Public Safety; (2) Parks and Recreation; (3) Long-term Planning; (4) Planning, Zoning and Code Enforcement; (5) Building and Permitting; (6) Community Services and Public Works; (7) Finance and Budget; (8) Public Information and Community Awareness advisory committees to assist in the implementation of municipal government in the Village with abundant public participation and assistance.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The Council hereby creates the following advisory committees:

A. Public Safety

Scope: All aspects of police and fire services. Immediate priority is the development of service levels for police services.

B. Parks and Recreation

Scope: The full range of parks programs and activities. Liaison with the Community Services and Public Works Committee on park maintenance and with the Long Term Planning Committee on future park acquisition and development.

C. Long-Term Planning

Scope: The identification opportunities for the acquisition of additional land for parks and open space. This Committee will liaison with other Committees regarding future program and facility requirements.

D. Planning, Zoning and Code Enforcement

Scope: All aspects of planning, zoning and code enforcement functions. Immediate priority is to focus on the transition of zoning from the Community Council.

E. Building and Permitting

Scope: All aspects of the building and permitting process.

F. Community Services and Public Works

Scope: The full range of activities associated with landscaping, right of way maintenance, roads and sidewalks, stormwater utility and drainage, traffic calming, etc.

G. Finance and Budget

Scope: The full range of financial , budget and administrative matters  
Immediate priorities include: a) the development of the FY 2002-03 Operating Budget including the identification of revenue sources; and b) Identification of Village Hall Space Needs and suitable locations for the Village Hall. Liaison with all other Committees on resource and space requirements.

H. Public Information and Community Awareness

Purpose: The full range of public information and community outreach activities such as the development of a Village newsletter, web site, Village Seal/Logo and other community building and identity projects.

Section 2. Each Advisory Committee is tasked with identifying the levels of service desired, determining the preferred method of delivery those service, providing recommendations to the Village Council, and providing assistance and support during the subsequent negotiation/selection/recruitment process.

Section 3. The term of the advisory committees shall be six months from the seating of the Village Council on November 7, 2002. The committees shall consist of seven to nine members. The committees shall meet regularly to address the purpose of the committee. Each committee shall prepare and present to the Council such written reports and recommendations as they deem appropriate to advance the interests of the Village. Committee members shall serve without compensation; provided, however, the Village will reimburse expenses incurred.

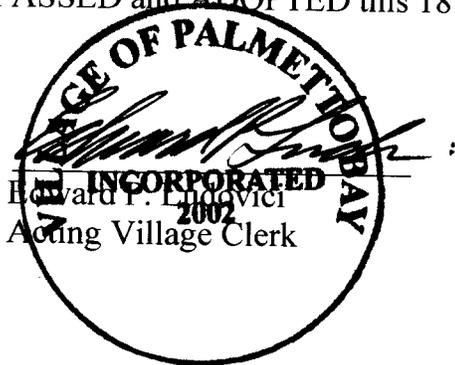
Section 4. Meetings of the Advisory Committees shall be subject to the Florida Sunshine laws, including the public meeting law and the public records law. All meetings of the committee shall be advertised and open to the public.

Section 5. Members of the advisory committees shall be appointed by the Mayor, with the advice and consent of the Council, at future meetings of the Council.

Section 6. This resolution shall take effect immediately upon approval.

PASSED and ADOPTED this 18<sup>th</sup> day of November, 2002.

Attest:



Edward P. Ludovici  
Acting Village Clerk

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Eugene P. Flinn, Jr.  
Mayor

APPROVED AS TO FORM:

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Earl G. Gallop,  
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Ed Feller                      A  

Council Member Paul Neidhart             A  

Council Member John Breder              A  

Vice-Mayor Linda Robinson              A  

Mayor Eugene P. Flinn, Jr.              A  

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To: Honorable Mayor, Vice Mayor  
& Village Council

Date: November 16, 2002

From: Charles Scurr  
Advising Village Manager

**Updated**  
Re: Agenda Item G  
Advisory Committees

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## REQUEST

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO BOARDS AND AGENCIES; CREATING (1) PUBLIC SAFETY, (2) PARKS AND RECREATION, (3) LONG-TERM PLANNING, (4) PLANNING, ZONING AND CODE ENFORCEMENT, (5) BUILDING AND PERMITTING, (6) COMMUNITY SERVICES AND PUBLIC WORKS, (7) FINANCE AND BUDGET, AND (8) PUBLIC INFORMATION AND COMMUNITY AWARENESS ADVISORY COMMITTEES

## BACKGROUND AND ANALYSIS

The incorporation of the Village of Palmetto Bay was approved by the voters on October 1, 2002. The final elections for the Village Council occurred on November 5, 2002. Under the provisions of the Charter, the Village must complete negotiations with Miami-Dade County and be prepared to assume responsibility for the full provision of municipal services within 180 days from the date of the election of the Council, or May 5, 2003.

In order to accomplish this the Village must establish the levels of services and the method of delivery of those services for each program area. The Village is required to use Miami-Dade, in perpetuity, for Fire Rescue, Library and Solid Waste. The Village is required to use the Miami-Dade Police Department for a period of not less than 3 years. For all other program areas the Village may:

- Provide the services in-house;
- Contract for the provision of the services with Miami-Dade County;
- Contract for the provision of the services with other entities, private or public; or
- Provide the services through a combination of the above.

The establishment of advisory committees for each program area is an important first step in both defining the levels of services to be provided as well as to evaluate the best method for delivery of the services. The committees would be advisory and make reports and

recommendations to the residents and Village Council.

The Committees will also provide input and support during the subsequent negotiation/selection/recruitment process. Each Committee will coordinate with the Budget and Finance Committee regarding availability of financial resources and space requirements. Upon approval by the Council the Village Administration will begin the negotiation/selection/recruitment process.

It is recommended that the following advisory committees be established:

- (1) Public Safety – All aspects of police and fire services, with police being the immediate priority.
- (2) Parks and Recreation – The full range of parks programs and activities. Liaison with the Community Service/Public Works Committee on park maintenance and with the Long-Term Planning Committee on future park acquisition and development.
- (3) Long-Term Planning – The identification opportunities for the acquisition of additional land for parks and open space. This Committee will liaison with other Committees regarding future program and facility requirements.
- (4) Planning, Zoning and Code Enforcement – All aspects of planning, zoning and code enforcement functions. Immediate priority is to focus on the transition of zoning from the Community Council.
- (5) Building and Permitting – All aspects of the building and permitting process.
- (6) Community Services and Public Works – The full range of activities associated with landscaping, right of way maintenance, roads and sidewalks, stormwater utility and drainage, etc.
- (7) Finance and Budget – The full range of financial, budget and administrative matters. Immediate priorities include: a) the development of the FY 2002-03 Operating Budget including the identification of revenue sources; and b) Identification of Village Hall Space Needs and suitable locations for the Village Hall. Liaison with all other Committees on resource and space requirements.
- (8) Public Information and Awareness – The full range of public information and community outreach programs such as the development of a Village newsletter, web site, Village Seal/Logo and other community building and identity projects.

Time is of the essence. Negotiations with the County will be commencing in the very near future and the first instance decisions as to service levels and the possible use of the County

for non-mandated areas is needed.

**RECOMMENDATION**

Approval is recommended.