



City of Largo Agenda Item 8

Meeting Date
05/15/18

Presenter:

Department:

TITLE:

RESOLUTION NO. 2211 - AMENDING THE COMMUNITY DEVELOPMENT ADVISORY BOARD (CDAB) DUTIES, TERMS AND RESPONSIBILITIES

The proposed resolution amends Resolution No. 1934, and amended by Resolution No. 2137, that established the Community Development Advisory Board. The proposed changes update the procedures for the removal of Board members and amends the duties and responsibilities of the Community Development Advisory Board.

These changes are the result of the advisory board assessment and report that was conducted by staff at the request of the City Commission.

Budgeted Amount: Budget Page No(s).: Available Amount: Expenditure Amount:

Additional Budgetary Information:

Funding Source(s): Sufficient Funds Available: Yes No Budget Amendment Required: Yes No Source:

City Attorney Reviewed: Yes No N/A
Advisory Board Recommendation: For Against N/A
Consistent With: Yes No N/A

Potential Motion/ Direction Requested:

Staff Contact:

Attachments:

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4 RESOLUTION NO. 2211
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6 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF
7 LARGO, FLORIDA, AMENDING RESOLUTION NO. 1934, AS
8 AMENDED BY RESOLUTION 2137, BY AMENDING THE
9 PROCEDURES FOR REMOVAL OF MEMBERS OF THE COMMUNITY
10 DEVELOPMENT ADVISORY BOARD; AMENDING THE BOARD'S
11 DUTIES AND RESPONSIBILITIES; AND PROVIDING FOR AN
12 EFFECTIVE DATE
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14 WHEREAS, the City Commission of the City of Largo, Florida, by Resolution No. 1934, as
15 amended by Resolution No. 2137, established the Community Development Advisory Board; and
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17 WHEREAS, the City Commission desires to amend the procedures for the removal of Board
18 members and to amend the duties and responsibilities of the Community Development Advisory Board.
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20 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
21 LARGO:
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23 SECTION 1. Legislative Policy 1, as it relates to the Community Development Advisory Board, as
24 adopted by Resolution No. 1934, and as amended by Resolution 2137, is hereby amended to read as
25 follows:
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27 **Establishment and Terms of Office**
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29 The Community Development Advisory Board shall be comprised of seven (7) residents of the
30 City of Largo. Preference shall be given to including no less than three (3) members who are
31 residents and who are also sole proprietors or principal owners of a business located in the City,
32 manage property located in the City, or have professional experience in planning, housing,
33 economic development, real estate, building, engineering, or another related field. To the extent
34 possible, membership shall be distributed geographically throughout the City. ~~Members shall be~~
35 ~~appointed by the mayor and the city commissioners, who shall each appoint one (1) member of~~
36 ~~the Board with initial terms as follows:~~
37

38 ~~Upon the expiration of the terms of the two (2) current board members whose terms~~
39 ~~expire in October 2015, Commissioner — Seat #5 and Commissioner — Seat #6 shall~~
40 ~~each appoint one (1) member to the Board for a term to expire in November 2018,~~
41 ~~when the current term of the commissioner who appointed the member expires..~~
42

43 ~~Upon the expiration of the terms of the three (3) current board members whose terms~~
44 ~~expire in October 2016, the Mayor, Commissioner — Seat #3, and Commissioner —~~
45 ~~Seat #4 shall each appoint one (1) member to the Board for a term to expire in~~
46 ~~November 2020, when the current term of the mayor or commissioner who appointed~~
47 ~~the member expires.~~

48 ~~Upon the expiration of the terms of the two (2) current board members whose terms expire in~~
49 ~~October 2017, Commissioner — Seat #1 and Commissioner — Seat #2 shall each appoint one (1)~~
50 ~~member to the Board for a term to expire in November 2018, when the current term of the~~
51 ~~commissioner who appointed the member expires.~~

52 ~~After the expiration of the initial terms stated above, t~~ The mayor and each commissioner, shall
53 each appoint one (1) member for a term of four (4) years to run concurrently with the term of
54 office of the mayor or commissioner who appointed the member. Members may be reappointed
55 by the mayor or commissioner who initially appointed the individual. Appointment to fill any
56 vacancy on the Board shall be for the remainder of the unexpired term of office.

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In addition to the seven (7) voting Board members, there shall be a non-voting staff liaison to act as consultant, coordinator and recording secretary designated by the Community Development Director. The staff liaison shall be responsible for providing the Board with all information and documents necessary to perform its duties.

In the event of a Board vacancy for whatever cause, ~~a~~ a replacement shall be appointed by the mayor or commissioner who appointed the member whose position is now vacant, and who shall serve under the same terms and conditions as the predecessor member for the remainder of the predecessor's term. Members who are absent without prior notice to the Board for two (2) ~~four (4)~~ or more consecutive meetings or for a majority of the meetings in a single appointment year (the one year period measured from the date of the member's appointment) shall be considered automatically removed and the vacancy created by their removal shall be filled as provided above. Each Board member is appointed and shall serve at the pleasure of the City Commission. The City Commission may remove any Board member at any time without cause. All members and meetings of the Board shall comply with the Florida Sunshine and Public Records Laws.

The Board shall have an organizational meeting to elect a ~~chairman~~ person and vice ~~chairman~~ person annually and said Board shall by vote, establish rules of procedure as it may deem appropriate to carry out its purpose and responsibilities. A quorum of four (4) voting members shall be sufficient to conduct business. An affirmative vote of the majority of members present once a quorum is established shall be necessary for the passage of any motion.

Meetings will be held monthly. The time and place of meetings shall be determined by the Board, provided that all meetings shall take place after 5:00 pm and in a City facility. Aside from regularly scheduled monthly meetings, special public hearings may be required based upon federal and state regulations. These public hearings may be held in conjunction with regularly scheduled meetings. Copies of meeting agendas and minutes shall be provided to the City Commission and made available to other City Advisory Boards. Communication with other Advisory Boards is encouraged to facilitate a broader perspective when making recommendations to the City Commission on matters of City-wide concern.

Responsibilities and Duties:

The Board shall advise and make recommendations to the City Commission on the following ~~issues~~ subject matter areas:

- (a)- Changes in scope or funding for major capital projects, which relate to the responsibilities of the Community Development Department, ~~as proposed by the Engineering Division.~~
- (b)- Changes in work initiatives, building fee structure, and other services as may be provided by the Building Division.
- (c)- Economic development initiatives, including proposed property acquisitions and sales.
- (d)- Community Development Department annual budget and Capital Improvement Program projects.
- (e)- Community Development Block Grant, HOME Investment Partnership and State Housing Initiatives Partnership programs, including:
 - (1)- Listing of community needs that may be addressed through any of the City's federal and state community development programs, and development of annual program applications, including subsequent amendments, should they be warranted;
 - (2)- Policy decisions regarding program implementation, such as siting and design for neighborhood facilities, services to be offered, etc.;
 - (3) Assist in conducting local public hearings as described in this plan.
- (f)- The City's ~~redevelopment~~ Community Development plans and programs.

- 113 (g)- Dissemination of information to and solicitation of input from residents concerning
 114 the City's ~~redevelopment planning~~ programs as a basis for establishing
 115 consensus on needs, plans, programs, etc.
 116 (h)- Annexation program initiatives.
 117 (i)- ~~Neighborhood Partnership Program initiatives.~~ Comprehensive Plan
 118 and Comprehensive Development Code proposed amendments.
 119 (j)- Other aspects of the Community Development Department, including plans,
 120 programs and initiatives including special projects, and studies, or the
 121 implementation of the City of Largo Strategic Plan and Comprehensive Plan, as
 122 may be requested by staff or the City Commission.
 123 (k)- The Community Development Advisory Board shall make an annual report to the
 124 City Commission and such other reports as may be requested from time to time
 125 by the City Commission.
 126 (l)- Participate in joint meetings with the City Commission on special topics, as
 127 necessary.
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130 SECTION 2. This resolution shall take effect immediately upon its adoption.
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132 PASSED AND ADOPTED THIS _____ DAY OF _____, 2018.
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 135 CITY OF LARGO, FLORIDA

136 ATTEST: _____
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 138 Mayor

139 _____
 140 City Clerk REVIEWED AND APPROVED:

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 142 _____
 143 City Attorney
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