

**PINELLAS PLANNING COUNCIL
AGENDA MEMORANDUM**

AGENDA ITEM: VI A.

MEETING DATE: April 21, 2010

SUBJECT:

Other Council Business - Chairman/Member Items

RECOMMENDATION:

Council Review and Discuss As Determined Appropriate

BACKGROUND:

Attached for the Council's information are the following items reviewed and discussed at the Executive Committee meeting of March 29th:

- Executive Committee Agenda From March 29, 2010 Meeting
- Approved Minutes of the December 4, 2009 Executive Committee Meeting
- Role of Council – Please See Separate Agenda Item V A. Entitled Joint Land Use/Transportation Committee – Guiding Principles
- Executive Director Update – Please See Attached:
 - Letter from Executive Director
 - Outline of Options for Discussion

PINELLAS PLANNING COUNCIL ACTION:

COUNTYWIDE PLANNING AUTHORITY ACTION:

AGENDA

Executive Committee Meeting
Monday, March 29, 2010
3:30 P.M.

- I. Call To Order/Identification of Members Present
- II. Approval of Minutes of December 4, 2009 Meeting
- III. Council Role Update
- IV. Executive Director Update
- V. Other Business
- VI. Adjourn

MINUTES OF THE MEETING OF THE
PINELLAS PLANNING COUNCIL EXECUTIVE COMMITTEE
SERVING AS A SUBCOMMITTEE

December 4, 2009

The Subcommittee met in the offices of the Pinellas Planning Council, 600 Cleveland Street, Suite 850, Clearwater, Florida, at 3:45 P.M., with the following members in attendance:

Beverley Billiris, Chairman, City of Tarpon Springs Mayor
Jerry Knight, Vice-Chairman, Town of North Redington Beach Vice-Mayor
Pat Gerard, Secretary, City of Largo Mayor
John Morroni, Treasurer, County Commissioner (participating by phone)

Also Present:

David P. Healey, Executive Director of the Pinellas Planning Council
Linda Fisher, PPC Staff
Carolyn Shoemaker, PPC Staff

Mayor Beverley Billiris called the meeting to order at 3:45 p.m.

Mayor Gerard moved to approve the minutes of the November 2, 2009, Subcommittee meeting. The motion was seconded by Vice Mayor Knight and carried (vote 4-0).

In response to query from Commissioner Morroni, Mr. Healey reported upon his meeting with officials from the Florida Institute of Government (FIG) whereupon he noted that unless the Council is prepared to engage them as a paid consultant that they proposed we work with the USF graduate program which is to contact us regarding a student project for the Council's consideration.

Mr. Healey requested that Linda Fisher discuss the expanded outline of organizations in Florida as requested by the Subcommittee at its last meeting. Ms. Fisher discussed the make-up and functions of the Hillsborough County City-County Planning Commission, the Broward County Planning Council, the Volusia Growth Management Commission, and the Tallahassee-Leon County Planning Commission.

Commissioner Morroni noted the discussion at the last Board of County Commissioners' meeting and the anticipated scheduling of a Board work session in January, as well as the appointment of a Board subcommittee to pursue this issue with the Council.

Mr. Healey discussed the governance of the MPOs noting that requirements are based on Section 339.175 of the Florida Statutes. Ms. Fisher noted that MPOs must represent urbanized areas with jurisdictional boundaries and membership approved by the Governor; must be created under interlocal agreement of member local governments and FDOT; are considered separate from governing bodies of the member local governments; and that membership must represent 75% of the population of the urbanized area including the central city or cities defined by the U.S. Census. She stated that in the case of Pinellas County, this would be St. Petersburg and Clearwater. She noted that membership must include between 5 and 19 voting members apportioned on a "geographic-population ratio basis"; and that county commission members are required to comprise a certain percentage of membership based on size of commission, and number and composition of MPO members (one-fifth in our case). Discussion followed with regard to representation with Mr. Healey noting that the beach communities do not have a representative on the MPO.

The MPO is required to produce a 2-year, 5-year and 20-year plan and in our region, the MPO must also coordinate their planning with the Chairs Coordinating Committee, which covers a 7-county consortium.

Ms. Fisher further discussed the outline regarding staff, which must have an executive director, and can have other staff as determined necessary. Staff may be provided by another local government through a staff services agreement.

Ms. Fisher highlighted the organizational chart of the Pinellas County MPO noting that their staff is provided through a staff services agreement with the County, in addition to which there are several consultants on retainer. She noted that the MPO has a staff of 14, with three shared with the Planning Department, including the executive director.

Discussion continued with regard to efficiencies and effectiveness to be gained in any reorganization, with the need to focus on any duplication of effort. Vice Mayor Knight noted that the bulk of the money for the MPO comes from federal grants and that would need to be preserved in any new arrangement.

The issue of preserving the millage authorized by the Special Act in any reorganization effort was noted, and the Subcommittee agreed that preserving the millage could assist in reducing any county general fund support for the MPO function if there were to be a reorganization of both entities.

The Subcommittee discussed four possible alternative organizational frameworks and noted that it would be important for the Board of County Commissioners to discuss their ideas and their position on the Pinellas Planning Council prior to this Subcommittee spending much more time on it.

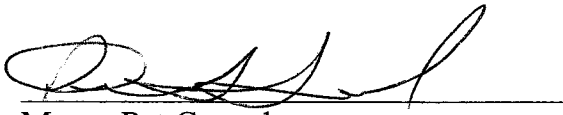
Commissioner Morrone suggested that Mr. Healey meet with him and Mr. LaSala next Thursday, December 10, and that the next step would be to talk with individual County Commissioners.

The Subcommittee directed that Mr. Healey meet with Commissioner Morrone and Mr. LaSala prior to meeting with individual commissioners so that the County Administrator is aware of the Subcommittee's discussion prior to the Commission work session in January.

The Subcommittee further directed Mr. Healey to contact St. Petersburg Council Chair Danner and request a meeting with him.

The Subcommittee adjourned at 4:56 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Pat Gerard', is written over a horizontal line.

Mayor Pat Gerard
Chairman

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Mayor Pat Gerard, *Chairman*
Councilmember John Doran, *Vice Chairman*
Mayor Jim Ronecker, *Secretary*
Commissioner John Morroni, *Treasurer*
Vice Mayor Nina Bandoni
Mayor Beverley Billiris
Councilmember Sandra L. Bradbury
Commissioner Dave Carson
Councilmember Jim Kennedy
Vice Mayor Jerry Knight
School Board Member Linda S. Lerner
Commissioner Stephanie Oddo
Mayor Patricia J. Shontz

April 15, 2010

Members, Pinellas Planning Council
Mayor Pat Gerard, Chairman

David P. Healey, AICP
Executive Director

Dear Chairman Gerard and Members of the Council:

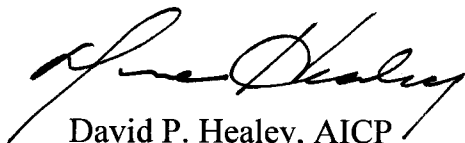
As I have previously discussed with each of you, I am scheduled to retire from my position as your Executive Director on September 30, 2010. While it would be my preference to continue to serve the Council, in particular to see the current dialogue about reorganization through to a successful conclusion, that does not appear at present to be attainable.

I believe the unique make-up and role of the Council has been, and continues to be, a significant contributor to the quality and success of the planning and intergovernmental coordination functions of our twenty-five local government jurisdictions and the people they serve. The selfless dedication of the elected officials comprising the Council, contributing your time, energy and experience to the betterment of the county as a whole, has made the success of the Council possible and has been a rewarding experience for me personally and professionally.

I want to thank the Council, past and present, for the opportunity to have worked with you. I also want to recognize the outstanding Council staff that I have had the pleasure to work with for their support and assistance through the years.

It has been my genuine honor and pleasure to have served the Council in this capacity for the past twenty-one years. I wish the Council and each of its members every success as you continue to plan for the future of our Pinellas County community.

Sincerely,



David P. Healey, AICP
Executive Director

Outline of Options for Discussion

With the anticipated retirement of the Executive Director at September 30, 2010, the Council has several options that it may entertain in terms of a replacement. These include:

1. Advertise to fill the position. This involves several decisions, including:
 - Timing – whether to proceed immediately or at a later date
 - Whether to use a recruitment firm in the selection process
 - Identification of qualifications to be advertised
 - Scope of the search – national, state, etc.
 - Formulation of a selection committee

2. Make internal appointment. This could be done in one of several ways including:
 - Making a permanent selection and appointment, effective October 1, 2010
 - Making an interim appointment, effective October 1, 2010 – with or without a stipulated timeframe for the interim arrangement - leaving open the subsequent option to make the appointment permanent or advertise per option 1. at a later date

3. Contract for Service. This could take the form of either of the following to provide for an interim arrangement pending any reorganization:
 - Contract with a personnel agency to staff executive director function for stipulated fee and timeframe
 - Contract with a consultant or individual to perform executive director functions for stipulated fee and timeframe

The Executive Committee invites the input and suggestions of the Council at this meeting, and consideration over the next month, in order that a direction can be established at the May meeting.