

**RESOLUTION OF THE LOCAL PLANNING AGENCY OF THE
TOWN OF FORT MYERS BEACH, FLORIDA
RESOLUTION NUMBER 2008-43**

WHEREAS, the existence of the Local Planning Agency (LPA) is mandated by Florida Statutes Section 163.3174; and

WHEREAS, the specific functions, powers and duties of the LPA are set forth in Chapter 163, Florida Statutes, the Town of Fort Myers Land Development Code (LDC) Section 34-120 and the Town Comprehensive Plan (Plan); and

WHEREAS, Policy 11-A-2(i) of the Plan requires the Town Manager to develop annually a proposed capital improvement program (CIP) which is based on a review of existing Town facilities, level of service standards, current and projected deficiencies and capital needs as identified in the Plan; and

WHEREAS, pursuant to Plan Policy 11-A-2(ii) and LDC section 34-120(5), the LPA is required to review the proposed CIP on an annual basis and make a recommendation to the Town Council as to whether it is consistent with the Plan; and

WHEREAS, on September 9, 2008, the LPA considered the report of the ad hoc LPA subcommittee which reviewed past CIP processes and suggested improvements to the LPA's CIP process, which report was unanimously accepted and approved by the LPA and a copy of which is attached to this Resolution; and

WHEREAS, the LPA further requested Town staff to have the CIP process commence at the beginning of the fiscal year and have a CIP agenda item each month thereafter for review by the LPA in accordance with the accepted report of the ad hoc LPA subcommittee; and

WHEREAS, the LPA agenda after September 9, 2008, has had an agenda category called "Capital Improvement Program Items" but no items have been listed under this agenda item and no CIP items have been brought forward by the Town Manager or Town staff; and

WHEREAS, LDC section 34-123 directs the Town Manager and other officers and employees of the Town to give all reasonable aid, cooperation and information to the LPA when so requested.

NOW THEREFORE BE IT RESOLVED, AS FOLLOWS:

1. The LPA requests that the Town Manager attend the next LPA meeting to discuss the status of the Town's CIP process and related matters with the LPA.
2. The LPA requests the Town Manager bring forward substantive CIP items on a monthly basis commencing with the next LPA agenda.

The foregoing Resolution was unanimously adopted by the LPA upon a motion by LPA Member Yerkes and second by LPA Member Kay. Upon being put to a vote, the result was as follows:

Denny Weimer aye
Evie Barnes aye
Rochelle Kay aye
Denny Weimer aye

Alan Mandel aye
Joe Yerkes aye
Bill Van Duzer aye

DULY PASSED AND ADOPTED THIS 18th day of November, 2008.

Local Planning Agency of the Town of Fort Myers Beach

By: 
Dennis Weimer, LPA Chair

Approved as to Legal Sufficiency

ATTEST 
Michelle D. Mayher, Town Clerk

By: 
Anne Dalton, LPA Attorney

**Exhibit A: Town of Fort Myers Beach Local Planning Agency:
Report by Ad Hoc Committee on Capital Improvement Program**

The existence of the Local Planning Agency (LPA) is mandated by Florida Statutes Section 163.3174 and the specific functions, powers and duties of the LPA are set forth in Chapter 163, Florida Statutes, the Town of Fort Myers Beach Land Development Code (LDC) Section 34-120 and the Town Comprehensive Plan (Plan). Policy 11-A-2(i) of the Plan requires the Town Manager to develop annually a proposed Capital Improvement Program (CIP) which is based on a review of existing Town facilities, level of service standards, current and projected deficiencies and capital needs as identified in the Plan.

Pursuant to Plan Policy 11-A-2(ii) and LDC section 34-120(5), the LPA is required to review the proposed CIP on an annual basis and make a recommendation to the Town Council as to whether it is consistent with the Plan. To improve the above process for timing and information, the LPA recommends the following:

1. The CIP process should commence at the beginning of the fiscal year, i.e., October 1.
2. Throughout the fiscal year and as potential CIP projects are identified, a presentation on the specific potential project should be included as an agenda item at a regularly scheduled LPA meeting.
3. Project presentation should be made by the Town Manager or sponsoring Town Staff Department Head.
4. The project presentation should be limited to ten minutes by the presenter with an additional ten minutes allocated for LPA questions and comments.
5. Besides details the presenter wishes to submit, the following should be included to aid the LPA:
 - * A project number or identification for future reference,
 - * Designation of the section(s) of the Comprehensive Plan to which the project is applicable,
 - * Identification of current and future levels of service with and without the project,
 - * A preliminary implementation plan and/or gantt type chart indicating project steps, timing, cost and monitoring points for measuring project success over the period of the project,
 - * Identification of potential sources for funding the project.
6. The proposed CIP budget for subsequent budget years, typically finalized in June or July for review by the LPA, should include a listing of projects by the identifier or number plus a presentation for any project not previously submitted to LPA.

Alan Mandel & Dennis Weimer
August 2008