

Summary

To: Infrastructure Board
From Micah Maxwell, Town Manager
Subject: Role of the Infrastructure Board
Date: 04/2/2014

Summary: As part of the Commission's annual review of its policies and procedures, staff is reviewing the role of citizen boards as it relates to town business and looking to make changes if needed.

Previous Board Action: None

Background/Problem Discussion: The town has not recently reviewed the roles and duties of the different citizen boards in the town. Staff has gathered the documents that provide various duties and responsibilities for the Historic Preservation board.

Resolution 2010-55 – This resolution identifies the main duties and responsibilities of the Infrastructure board, which are listed below.

1. Review and Analyze the present and future infrastructure needs of the Town of Belleair to identify short term and long term needs.
2. Conduct surveys and fact finding studies as requested by the Town Commission
3. Make recommendations to the commission on issues that become before the board.

Resolution 95-13 – This resolution identifies the role of the board advisor to the commission.

1. Serve as Chair pro-tem when necessary;
2. Keep the Board informed of Town matters that are related to the duties and responsibilities of the Board;
3. Is the instrument through which the Board asks for assistance or guidance from the Commission;
4. Shall not vote, hold office nor actively participate in the decision making process of the Board.

Alternative/Options:

1. Recommend changes to resolution 2010-55 to the commission
2. Do nothing

Financial Implications: N/A