

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON:	February 25, 2004
SUBJECT/TITLE:	Amendment to Commission Policy 110 Relating to Charter, Regulatory and Quasi-Judicial Committees
TARGET ISSUE:	N/A

STATEMENT OF ISSUE

Approval of the 1996 referendum creating a directly elected leadership Mayor required that a Charter Review Committee (CRC) be convened in 2003 for the purpose of reviewing the role, duties and functions of the Mayor and City Commissioners. The CRC recently completed its review and presented its findings at the January 14, 2004 City Commission meeting. Following a January 28, 2004 public hearing on the CRC's findings, the City Commission voted to proceed to implement several of the Committees recommendations.

One of the CRC's recommendations was to amend Commission Policy 110 (Citizen Advisory Boards Guidelines). The recommendation requires the Mayor to provide 10 days notice to Commissioners of his/her intent to formally recommend an appointment(s) to Charter, Regulatory and Quasi-Judicial boards that are subject to Commission ratification. Appointments to other boards or committees are made solely at the discretion of the Mayor.

Following is the suggested amendment to Commission Policy 110 that would implement the CRC's recommendation:

110.07 Part II – Membership for Charter, Regulatory and Quasi-Judicial Committees.

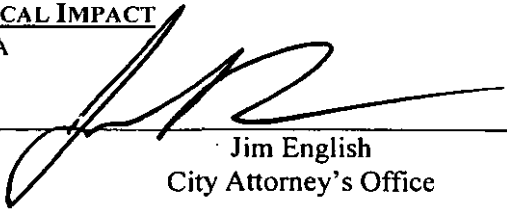
Staff to Charter, regulatory and quasi-judicial committees are asked to notify the City Treasurer-Clerk's Office of any vacancies of City appointees or expiration of terms sixty days prior to expiration. The City Treasurer-Clerk's Office will provide appointment information consisting of a list of applicants and copies of applications to the Mayor. A list of applications will be provided by the City Treasurer-Clerk's Office to the City Commissioners. The Mayor will notify City Commissioners in writing of his/her intent to appoint and his/her recommended appointee(s) at least 10 days prior to formally presenting the recommendation at a City Commission meeting. The Mayor ~~will recommend an appointment to the Commissioners and will prepare a consent agenda item requesting City Commission confirmation of the appointment(s).~~ Upon approval of an appointment by the City Commission, the Mayor will notify in writing each citizen of his/her appointment. A copy of the Mayor's letter will be distributed to the committee and the City Treasurer-Clerk's Office.

RECOMMENDED ACTION

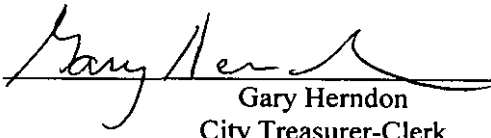
Option 1. Approve the suggested amendment to Commission Policy 110 relating to Charter, Regulatory and Quasi-Judicial Boards.

FISCAL IMPACT

N/A



Jim English
City Attorney's Office



Gary Herndon
City Treasurer-Clerk

For Information, please contact: Gary Herndon (x8130), Jim English (x8554) or Paula Cook (8162)

ITEM TITLE: Amendment to Commission Policy 110 Relating to Charter, Regulatory and Quasi-Judicial Committees

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The Charter Review Committee (CRC) met during November and December 2003 to fulfill its charge of reviewing the role, duties and responsibilities of the Mayor and Commission, and during its deliberations, current and former Mayors and Commissioners provided information to the committee. Based on the testimony, the CRC prepared a report on its findings, which were presented at the Commission meeting of January 14, 2004, which was followed by a public hearing on January 28, 2004. The Commission accepted all but two of the CRC's recommendations and directed staff to prepare either amendatory policy language or proposed amendments to the Charter needed to effectuate the CRC's recommendations.

One of the recommended amendments was the addition of a requirement for the Mayor to notify Commissioners in writing of his/her intent to appoint someone to a Charter, Regulatory or Quasi-Judicial Committee at least 10 days prior to formally presenting the recommendation at a City Commission meeting. The Mayor can appoint members to other advisory committees without Commission concurrence. The intent of the amendment was to provide the Commission an opportunity to review the potential appointee(s) application prior to the nominee being placed on a Commission Agenda.

The amended policy will impact the appointment procedures to the following Charter, Regulatory or Quasi-Judicial Boards:

BoardName	BoardType
• Architectural Review Board	Joint Tallahassee-Leon County
• Audit Committee	Charter
• Board of Adjustment and Appeals	Joint Tallahassee-Leon County
• Construction Industry Review Committee	City
• Downtown Improvement Authority	Statutory
• Environmental Appeal Board	City
• Environmental Code Enforcement Board	Quasi-Judicial
• International Affairs Council	City
• Municipal Code Enforcement Board	Quasi-Judicial
• Planning Commission/Local Planning Agency	Joint Tallahassee-Leon County
• Sinking Fund Commission	Charter
• Tallahassee Housing Authority	Statutory

OPTIONS

1. Approve the suggested amendment to Commission Policy 110
2. Do not approve the suggested amendment to Commission Policy 110, but direct the Senior Aide to the Mayor to develop procedures, which will provide significant advance notice to the Commission of future Committee appointment(s).
3. Other direction as deemed appropriate.

ATTACHMENTS/REFERENCES

Suggested Amendment to Commission Policy 110