

STAFF REPORT WORK SESSION

AGENDA DATE: April 17, 2023

DEPARTMENT: City Commission

TITLE:

Discussion to reconfigure Advisory Boards/Committees and set a consistent Board Meeting Policy

SUMMARY:

The Commission will be holding interviews in the near future for the Advisory Boards/Committees and needs to reconfigure several before the interviews.

BACKGROUND AND JUSTIFICATION:

There are various city advisory boards/committees that have vacancies to be filled. The advisory board appointment process was revised by Ordinance 2022-02, passed on March 1, 2022, so that all appointments would be made by the City Commission as a whole, for unspecified terms (except for the CRA which is governed by State Statute).

Interviews were held on June 11 and 21, 2022 with a Special Meeting on June 28, 2022 to appoint members to the various boards. The Commission tabled appointments to the C-51 Canal Advisory Committee and Finance Advisory Board until the boards could be reconfigured.

A consistent policy should be established for the advisory board meetings regarding access to the public, broadcasting of meetings and meeting minutes.

C-51 Canal

- established by Resolution 56-2016 on November 1, 2016
- monitor and review the results of the state's engineering and feasibility or any other subsequent studies
- five member committee; currently has five members

The City Commission did not make any new appointments to the committee until it would be reconfigured. There was discussion about expanding the parameters and possibly changing the name of the committee.

Finance Advisory Board (FAB)

- established by Ordinance 2010-03, effective on February 16, 2010
- serve in an advisory capacity to the City Commission and the City Manager to promote transparency in the budget process and allow for additional citizen input on major financial decisions; consult with and advise the City Manager and the City Commission in matters affecting the annual operating budget, capital improvement program and all financial policies
- seven member board; currently has one member

No appointments were made to the FAB during the interview process as the City Commission wished to review the FAB prior to making appointments.

City Tree Board

- established by Ordinance 1990-12, effective on March 29, 1990
- serve in a planning and advisory capacity together with qualified city employees or commercial contractors to oversee the writing and implementation of an annual work plan to address all aspects of the planting and maintenance of city trees, including, but not limited to, recommendations on dead and hazardous tree removal, safety and fine pruning, planting, watering and fertilizing, insect and disease control and related long-term planning and prioritizing
- seven member board; currently has four members (one term expires July 2024)

There was discussion about broadening the scope of the board beyond trees and changing its name to the Landscaping Board.

DIRECTION:

Direction is sought regarding the reconfiguring of the C-51 Canal Advisory Board, the City Tree Board and the Finance Advisory Board. Direction is sought for a meeting policy for the advisory boards.

ATTACHMENT(S):

June 28, 2022 minutes

3 Board Lists

Resolution/Ordinances creating the 3 boards