



MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
VIA: Robin Gomez, City Manager
FROM: Clara VanBlargan, City Clerk
DATE: August 7, 2024
RE: Appointment to Civil Service Commission

Background

Boards, Commissions, and Committees are a valuable part of the local government process. The members are volunteers and provide a great service to the City and the community. Duties and responsibilities include reviewing the City's policies and procedures, Code of Ordinances, and the City Charter, as well as making recommendations to the Board of Commissioners.

Vacancies on city boards are continuously advertised until filled.

CIVIL SERVICE COMMISSION

- Civil Service Commission – 5-member board – 3-year term.
- Regular meetings are held quarterly. Additional meetings are held when necessary.
- Members must be qualified electors and residents of the City of Madeira Beach.
- Members are not required to file Form 1, Statement of Financial Interests, with the Florida Commission on Ethics.
- Appointments are made based on experience and qualifications in labor and employment law, and human resources when possible.

There is one vacancy on the Civil Service Commission and two expiring terms on October 30, 2024. The applicant appointed to fill the vacancy is for a partial term expiring on 10/30/2026, at which time the applicant can apply to serve a full three-year term. Paul Tilka applied for a reappointment, but Christina Ponte did not want to apply to serve another term.

Applicants:

- James Michael Paul
- Paul Tilka

The applicants were invited to attend the meeting.

<u>Current Members</u>	<u>Term expiring (3-Year Terms)</u>
Jerry Cantrell, Chair	10/30/2025
Judithanne McLauchlan	10/30/2026
Vacancy	10/30/2026
Paul Tilka	10/30/2024
Cristina Ponte, Vice Chair	10/30/2024

Fiscal Impact

Advisory board members serve without compensation but may be reimbursed for training, travel, mileage, and per diem expenses per Florida Law.

Recommendation

The recommendation for the Board of Commissioners is as follows:

1. Appoint James Michael Paul to serve as a member of the Civil Service Commission for a partial term expiring on 10/30/2026.
2. Appoint Paul Tilka to serve as a member of the Civil Service Commission for a new term expiring on 10/30/2027.

Attachments

Applications
City Charter, Section 5-7. Personnel Systems; Civil Service Commission
Code of Ordinances – Chapter 2 – Division 4 – Civil Service Commission