

## Board of County Commissioners Leon County, Florida

### Policy No. 11-2

Title:	Commissioner Membership on Boards, Committees, Councils, and Authorities
Date Adopted:	October 10, 2023
Effective Date:	October 10, 2023
Reference:	See footnotes for references
Policy Superseded:	<p><b>Policy No. 93-13</b>, Membership by the Board of County Commissioners on Boards, Committees, Councils and Authorities, adopted January 12, 1993; <b>Policy No. 98-6</b>, Membership by the Board of County Commissioners on Boards, Committees, Councils, Authorities, and Liaison, adopted October 13, 1998; revised February 26, 2008; July 13, 2010; November 16, 2010; December 14, 2010;</p> <p><b>Policy No. 11-2</b>, Membership on Boards, Committees, Councils, and Authorities, adopted April 12, 2011; revised August 23, 2011; April 23, 2013; February 11, 2014; April 8, 2014; January 26, 2016; December 13, 2016; January 23, 2018; December 11, 2018; February 12, 2019; December 10, 2019; September 29, 2020; December 8, 2020</p>

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 11-2, revised by the Board of County Commissioners on December 8, 2020, is hereby further amended, and a revised policy is hereby adopted in its place, to wit:

1. The following table represents the Boards, Committees, Councils, and Authorities, which require County Commission membership and appointments of some, but not all, Commissioners who shall serve on the basis of their position. In addition, the table establishes the appointing authority, the eligibility for appointment, and term of appointment for such membership.
2. Full Board (Appointing Authority) appointments shall be made at the first regularly scheduled meeting of the Board of County Commissioners during the month of December or as soon thereafter as possible.
3. Chairman appointments shall be made by written memorandum or letter from the Chairman to the Committee, Council, Board or Authority and a copy to the appointee.
4. The administration and maintenance of the list of Chairman and Full Board appointments is assigned to the Agenda Coordinator.
5. Each Commissioner appointee shall endeavor to keep the Board of County Commissioners advised of those significant actions taken within their area of appointment.

## Commissioner Membership on Boards, Committees, Councils, and Authorities

Name	Type	Eligibility	Term	Appointing Authority
<b>Affordable Housing Advisory Committee<sup>1</sup></b>	Member	One Commissioner	Two Years	Full Board
<b>Apalachee Regional Planning Council<sup>2</sup></b>	Member	One Commissioner	Two Years	Full Board
<b>Big Bend Continuum of Care Board<sup>3</sup></b>	Member	One Commissioner	Two Years	Full Board
<b>Canopy Roads Citizens Committee<sup>4</sup></b>	Liaison <i>(not a member)</i>	One Commissioner	Two Years	Full Board
<b>Canvassing Board<sup>5</sup></b>	Member	Chairman	Concurrent w/ term as Chair	Full Board
	Member <i>(Substitute)</i>	One Commissioner	Two Years	Full Board
	Member <i>(Alternate)</i>	One Commissioner	Two Years	Chairman
<b>Capital Region Transportation Planning Agency<sup>6</sup></b>	Members	Three Commissioners	Two Years	Full Board
<b>Challenger Learning Center Board<sup>7</sup></b>	Member <i>(Ex Officio voting)</i>	One Commissioner <i>(Chairman or Chairman's designee)</i>	Two Years	Chairman
<b>Children's Services Council of Leon County<sup>8</sup></b>	Member	One Commissioner	Four Years	Full Board
<b>Council on Culture &amp; Arts<sup>9</sup></b>	Member <i>(Ex Officio voting)</i>	One Commissioner	Four Years	Full Board
<b>Criminal Justice Coordinating Council<sup>10</sup></b>	Member	One Commissioner <i>(Chairman or Chairman's designee)</i>	Two Years	Chairman
<b>Downtown Improvement Authority (DIA)<sup>11</sup></b>	Member <i>(Ex Officio voting)</i>	One Commissioner	Two Years	Chairman
<b>Geographic Information Systems Executive Committee<sup>12</sup></b>	Member	One Commissioner	Two Years	Chairman
<b>Joint School Coordinating Committee<sup>13</sup></b>	Member	One Commissioner	Four Years	Full Board
<b>Juvenile Justice Circuit Advisory Board<sup>14</sup></b>	Member	One Commissioner	Two Years	Full Board
<b>Leon County Educational Facilities Authority<sup>15</sup></b>	Liaison <i>(not a member)</i>	One Commissioner	Two Years	Full Board
<b>Leon County Research and Development Authority<sup>16</sup></b>	Member	One Commissioner	Four Years	Full Board <i>(By Resolution)</i>

**Commissioner Membership on Boards, Committees, Councils, and Authorities**

<b>Name</b>	<b>Type</b>	<b>Eligibility</b>	<b>Term</b>	<b>Appointing Authority</b>
<b>Public Safety Coordinating Council<sup>17</sup></b>	Member	One Commissioner <i>(Chairman or Chairman's designee)</i>	Two Years	Chairman
<b>Tallahassee Sports Council<sup>18</sup></b>	Member	One Commissioner	Two Years	Chairman
<b>Tourist Development Council<sup>19</sup></b>	Member <i>(serves as TDC Vice Chair)</i>	One Commissioner <i>(Chairman or Chairman's designee)</i>	One Year <i>(concurrent with Chairman term)</i>	Chairman
<b>Transportation Disadvantaged Coordinating Board<sup>20</sup></b>	Member <i>(serves as TDCB Chair)</i>	One Commissioner	Two Years	Chairman
<b>Value Adjustment Board<sup>21</sup></b>	Members <i>(one selected as VAB Chair)</i>	Two Commissioners	Two Years	Full Board
<b>Workforce Development Consortium, Region 5<sup>22</sup></b>	Member	One Commissioner	Two Years	Full Board

**Foot Notes:**

1. *Affordable Housing Advisory Committee: Section 420.9076, F.S., effective October 1, 2020, one locally elected official from each participating SHIP county or municipality serves on the advisory committee.*
2. *Apalachee Regional Planning Council: Section 186.504 F.S.; FL Admin Code 29L-1 (a) Of the three (3) representatives accorded to each member county, the county elected official shall be appointed by the Board of County Commissioners of the member county and shall serve at the pleasure of the Board of County Commissioners. Each Board of County Commissioners will then also appoint either the elected representative of the cities or the non-elected representative of the private sector. (b) The third representative from each county shall be appointed by the Governor subject to confirmation by the State Senate, pursuant to the provisions of Section 160.01(3), F.S.*
3. *The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act); HUD Continuum of Care (CoC) Program; Big Bend Continuum of Care Board CoC Governance Charter*
4. *Canopy Roads Citizens Committee Bylaws*
5. *Section 102.141 F.S.; Canvassing Board members must not be a "candidate with opposition in the election being canvassed, or an active participant in the campaign or candidacy of any candidate who has opposition in the election being canvassed" (disqualified to serve) Substitute Member serves if Chairman is unable or disqualified to serve; and Alternate Substitute Member serves if the Chairman and Substitute Member are unable or disqualified to serve.*
6. *Capital Region Transportation Planning Agency Interlocal Agreement, Amended March 13, 2014 and Leon County Resolution No. 09-42; Board approved decreasing the number of members from 7 to 3 on April 26, 2016; Board approved increasing the number of members from 3 to 4 on June 18, 2019; Board approved decreasing the number of members from 4 to 3 on December 8, 2020.*
7. *Challenger Learning Center Board Bylaws*
8. *Section 125.901 F.S. Children's Services; independent special district, council, powers, duties and functions; Leon County Ordinance No. 18-13*
9. *Section 265.32, F.S., County Fine Arts Council; Leon County Resolution R85-46, 10/29/1985; Interlocal Agreement Dec. 10, 2014; COCA Bylaws Article III (A.)(5)*

**Commissioner Membership on Boards, Committees, Councils, and Authorities**

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10. *Criminal Justice Coordinating Council: Admin Order 2002-10 and 2014 First Amendment to the Admin. Order 2002-10*
11. *Downtown Improvement Authority: Laws of FL Chapter 2003-356 Sec. 5(1) and the Downtown Improvement Authority bylaws*
12. *Geographic Information Systems: Interlocal Agreement, May 29, 1990*
13. *Section 163.3177 F.S., Tallahassee-Leon County and Leon County Schools Public School Concurrency and Facility Planning Interlocal Agreement, September 1, 2006*
14. *Section 985.664 F.S. Juvenile Justice Circuit Advisory Board; Commissioner term limit set at the April 8, 2014 BOCC meeting*
15. *Section 243.21(4) F.S. Educational Facilities Authorities; Leon County Resolutions R90-42 (creating the Leon County Educational Facilities Authority) and Resolution R07-65 (requires members to file financial disclosures)*
16. *Section 159.703 F.S. Research and Development Authority; Leon County Code of Laws Chapter 2, Art. III, Div. 2; Resolution No. R16-19 LCRDA membership and R07-65 (requires members to file financial disclosures).*
17. *Section 951.26 F.S. Public Safety Coordinating Council; PSCC membership shall include “the chairperson of the board of county commissioners, or another couth commissioner as designee.”*
18. *Tallahassee Sports Council Enabling Resolution No. R23-36 adopted October 10, 2023.*
19. *Section 125.0104(4)(e) F.S. Tourist Development tax; Leon County Code of Laws Chapter 11, Art. XX, Division 3, Sec. 11-734; Ordinance No. 2011-10; One member of the Council shall be the current Chairman of the Board of County Commissioners of Leon County, or any other member of the Board as designated by the Chairman, who shall serve a one-year term concurrent with Chairman term, and shall serve as Vice Chairman of the Tourist Development Council. Tourist Development Council Enabling Resolution R23-35 adopted October 10, 2023.*
20. *Transportation Disadvantaged Coordinating Board: Section 427.0157 F.S.; 41-2.012(1) Florida Administrative Code*
21. *Section 194.015 F.S.; Florida Administrative Code 12D-9.004; Composition of the Value Adjustment Board.*
22. *Section 445.007, F.S.; 2015 Interlocal Agreement between Big Bend Jobs & Education Council, Inc. d/b/a CareerSource Capital Region, Leon County, Gadsden County, and Wakulla County*

*Revised 10/10/2023*