Board of County Commissioners
Leon County, Florida

Policy No. 11-2

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Policy Superseded:	Policy No. 93-13, Membership by the Board of County Commissioners on Boards, Committees, Councils and Authorities, adopted January 12, 1993; Policy No. 98-6,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

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 January 26, 2016, is hereby 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.

Name	Type	Eligibility	Term	Appointing Authority
Apalachee Regional Planning Council[1]	Member	One Commissioner	Two Years	Full Board
	Member	One City Commissioner	Two Years	Full Board
Big Bend Continuum of Care Board[2]	Member	One Commissioner	Two Years	Full Board
Canopy Roads Citizen Advisory Committee[3]	Liaison *(not a member)*	One Commissioner	Two Years	Full Board
Canvassing Board[4]	Member	Chairman	Concurrent w/ term as Chair	Chairman
	Member *(Substitute)*	One Commissioner	Two Years	Full Board
	Member *(Alternate Substitute)*	One Commissioner	Two Years	Full Board
Capital Region Transportation Planning Agency[5]	Members	Three Commissioners	Two Years	Full Board
Challenger Learning Center Board[6]	Member	One Commissioner	Two Years	Chairman
Community Redevelopment Agency (CRA)[7]	Members	Four Commissioners	Two Years	Full Board
Council on Culture & Arts[8]	Member *(Ex Officio voting)*	One Commissioner	Four Years	Full Board
Criminal Justice Coordinating Council[9]	Member	One Commissioner	Two Years	Chairman
Downtown Improvement Authority (DIA)[10] **and** **Downtown Tallahassee Business Association (DTBA)**[11]	Member *(Ex Officio voting)*	One Commissioner Serves on both the DIA and DTBA	Two Years	Chairman
Educational Facilities Authority[12]	Liaison *(not a member)*	One Commissioner	Two Years	Full Board
Geographic Information Systems Executive Committee[13]	Member	One Commissioner	Two Years	Chairman

Name	Type	Eligibility	Term	Appointing Authority
Joint City/County/School Board Coordinating Committee[14]	Member	One Commissioner	Four Years	Full Board
Juvenile Justice Circuit Advisory Board[15]	Member	One Commissioner	Two Years	Full Board
Public Safety Coordinating Council[16]	Member	One Commissioner	Two Years	Chairman
Research and Development Authority[17]	Member	One Commissioner	Four Years	Full Board *(By Resolution)*
Tallahassee Sports Council[18]	Member	One Commissioner	Three Years	Chairman
Tourist Development Council[19]	Member *(Serves as TDC Vice Chair)*	One Commissioner *(Chairman or Chairman's designee)*	Two Years	Chairman
Transportation Disadvantaged Coordinating Board[20]	Member *(Serves as TDCB Chair)*	One Commissioner	Two Years	Chairman
Value Adjustment Board[21]	Members *(one selected as VAB Chair)*	Two Commissioners	Two Years	Full Board
Workforce Development Consortium, Region 5 [22]	Member	One Commissioner	Two Years	Full Board

Foot Notes:

1. *Apalachee Regional 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.*
2. *Big Bend Continuum of Care Board: Required as part of a $1 million grant that the Big Bend Homeless Coalition received through the federal HEARTH Act; CoC Governance Charter*
3. *Canopy Road Committee Bylaws*
4. *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.*
5. *Capital Region Transportation Planning Agency Interlocal Agreement, Amended May 13, 2014 and Leon County Resolution No. 09-42*
6. *Challenger Learning Center Board Bylaws*
7. *Community Redevelopment Agency: City Code of Law, Chapter 6, Art. II, Div 2; Terms shall be consistent with City of Tallahassee Ordinance No. 07-O-35AA, which currently stipulates terms are concurrent with term of office; however, the County has requested a revision to provide for bi-annual appointments*
8. *Sec. 265.32, F.S.; Res. R85-46, 10/29/1985; Interlocal Agreement, 10/18/1985; COCA Bylaws; During Board's meeting of October 14, 2003, the Board voted to fill seven positions on the COCA Board through the Mayor, and that COCA adopt revisions to its Bylaws consistent with the Board's vote. COCA members selected from list of three candidates submitted by COCA for each Citizen Appointment vacancy, consistent with Sec. 265.32, F.S.*
9. *Criminal Justice Coordinating Council: Admin Order 2002-10*
10. *Downtown Improvement Authority: Laws of FL Chapter 2003-356 Sec. 5(1)*
11. *Downtown Tallahassee Business Association Bylaws*
12. *Sec. 243.21(4) F.S.; Resolutions R90-42, Resolution R07-65; Term for Educational Facilities Authority (members is five years; (Sec. 243.21, F.S., and Resolution Resolutions R90-42; members required to file financial disclosures (R07-65)*
13. *Geographic Information Systems: Interlocal Agreement, May 1990*
14. *Joint City/County/School Board Coordinating Committee: Interlocal Agreement, September 2006*
15. *Juvenile Justice Circuit Advisory Board - HB 617 (2013); F.S., term limits set April 8, 2014 at BOCC meeting*
16. *Public Safety Coordinating Council: Sec. 951.25 F.S.; PSCC membership shall be consistent with Sec. 951.26, F.S. and include "…representatives from county and state jobs programs and other community groups who work with offenders and victims, appointed by the chairperson of the board of county commissioners to 4-year terms."*
17. *Research and Development Authority: Sec. 159.703 F.S.; Leon County Code of Laws Chapter 2, Art. III, Div. 2; Resolution No. R16-19; members required to file financial disclosures (R07-65)*
18. *Tallahassee Sports Council; Enabling Resolution No. R12-05– February 28, 2012*

19. *125.0104(4)(e) F.S.; Ordinance No. 2011-10; Leon County Code of Laws Chapter 11, Art. III, Sec. 11-48; Appointments to Tourist Development Council (TDC) shall be consistent with Ordinance No. 2011-10, Leon County Code, Chapter 11, III; and Sec. 125.0104(4)(e), F.S. Selection Criteria for TDC members: 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 as Vice Chairman of the Tourist Development Council. The four-year term of the members, as required by Florida Statute and Leon County Code, cannot be applicable to the member position held by the Chairman (or other designated Commissioner) because the Chairman is elected annually for only a one-year term. As such, upon approval by the Board of County Commissioners, the Chairman (or other designated Commissioner) may be appointed to the Tourist Development Council for a term of less than four years.*
20. *Transportation Disadvantaged Coordinating Board: Section 427.0157 F.S.; 41-2.012(1) FL Administrative. Code*
21. *Sec. 194.015 F.S.; FAC Code 12D-9.004; Selection Criteria for Value Adjustment Board.*
22. *Sec. 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 12/13/2016