



Agenda Item Summary

File ID: 18-0685

Meeting Date: 11/20/2018

PLACEMENT: Proclamations and Special Presentations

TITLE:

ORGANIZATION OF THE BOARD OF COUNTY COMMISSIONERS

EXECUTIVE SUMMARY:

In keeping with the reorganization policy, the Board is asked to follow the steps outlined to effect its reorganization.

DEPARTMENT: Administration

PREPARED BY: **Name:** Donna Gordon
Title: Executive Aide

REQUESTED BY: Taryn Kryzda, County Administrator

PRESET:

PROCEDURES: None

BACKGROUND/RELATED STRATEGIC GOAL:

Organization of the Board of County Commissioners takes place each year at the second regular meeting in November. In an election year, reorganization takes place on the second Tuesday following Election Day. [FL Stat. 100.041(2)(a)].

The Board is asked to follow these steps:

1. Elect a Chair and Vice Chair.
2. Approve the use of the prior Chairman's signature plate for check signing purposes until the new signature plate arrives.
3. Adopt a resolution designating who may sign documents on behalf of the Board.
4. Make appointments to Boards and Councils which require Commission membership. Administration Staff will notify the liaison for each board/council.
Attachments: Information regarding each of the Boards and Councils, the 2017/2018 chart and blank 2018/2019 chart
5. Districts 2 and 4 Commissioners make District appointments to the Local Planning Agency and Board of Zoning Adjustment and adopt the resolutions which are attached.
6. Review and approve the proposed schedule of Board of County Commission Meetings for the upcoming calendar year.
Attachments: 2019 calendar and proposed schedule

7. Note the schedule of Board approved holidays for the upcoming calendar year.
Attachment: 2019 holidays
8. Adopt amended Rules of Procedure.
Attachment: Amended Rules of Procedure as proposed by the County Attorney's Office

ISSUES:

None

LEGAL SUFFICIENCY REVIEW:

To the extent this item contains legal issues it has been reviewed for legal sufficiency, though it is primarily a matter of Board policy.

RECOMMENDED ACTION:

RECOMMENDATION

1. Move that the Board elect a Chair and Vice Chair.
2. Move that the Board approve the use of the prior Chairman's signature plate for check signing purposes until the new signature plate arrives.
3. Move that the Board adopt a resolution designating who may sign documents on behalf of the Board.
4. Move that the Board make appointments to Boards and Councils which require Commission membership.
5. Move that the Board make Commission Districts 2 and 4 appointments to the Local Planning Agency and Board of Zoning Adjustment and adopt the resolutions.
6. Move that the Board review and approve the proposed schedule of Board of County Commission Meetings for the upcoming calendar year.
7. Move that the Board note the schedule of Board approved holidays for the upcoming calendar year.
8. Move that the Board adopt the amended Rules of Procedure.

ALTERNATIVE RECOMMENDATIONS

None

FISCAL IMPACT:

RECOMMENDATION

None

Funding Source	County Funds	Non-County Funds
Subtotal		
Project Total		

ALTERNATIVE RECOMMENDATIONS

None

DOCUMENT(S) REQUIRING ACTION:

- | | | |
|--|---------------------------------------|--|
| <input type="checkbox"/> Budget Transfer / Amendment | <input type="checkbox"/> Chair Letter | <input type="checkbox"/> Contract / Agreement |
| <input type="checkbox"/> Grant / Application | <input type="checkbox"/> Notice | <input type="checkbox"/> Ordinance |
| <input checked="" type="checkbox"/> Other: 3 Resolutions | | <input checked="" type="checkbox"/> Resolution |