



AGENDA REPORT
May 16, 2019

County's Advisory Boards

SUBJECT:

Staff presentation on the County's advisory boards

DEPT/OFFICE:

County Manager

ATTACHMENTS:

Description

- ▢ **Advisory Board Memo**
- ▢ **Adv Bd Power Point Presentation**
- ▢ **Mandatory Boards**
- ▢ **Non Mandatory Cmtes. and Bds**
- ▢ **Emergency Mgt Scvs.**
- ▢ **Library Bds not appt by BOCC**
- ▢ **Adv Cmte Dept Order Reordered**



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

May 17, 2019

M E M O R A N D U M

TO: Frank Abbate, County Manager Attn: Katherine Wall

RE: Cancellation of Advisory Board Workshop

The Board of County Commissioners, in special session on May 16, 2019, cancelled the Workshop; and directed staff to come back to the Board to provide additional Advisory Board recommendations.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

/kp

cc: Each Commissioner
Assistant County Manager Denninghoff
Assistant County Manager Leisenfelt



BOARD OF COUNTY COMMISSIONERS

County Manager's Office
2725 Judge Fran Jamieson Way
Building C, Room 301
Viera, Florida 32940

To: Brevard County Board of County Commissioners

From: Frank Abbate, County Manager

Subj: County's Advisory Boards

Date: April 18, 2019

Previously, I provided the Board with a spreadsheet of all advisory boards in which the Board appoints members individually by a District Commissioner or collectively by the Board of County Commissioners. This spreadsheet provided summary information regarding each of the advisory boards. However, during the Board's discussion on December 4, 2018, the following additional information was requested by the Board: (1) basis for terms of advisory boards; (2) can term limits be imposed on advisory boards?; (3) what are the sunset provisions on advisory boards?; and (4) what are departmental costs incurred to administer the advisory boards?

When gathering this additional information, it became clear to staff that we needed a better way of providing the additional information to the Board. To provide the Board with clearer information, staff divided the advisory board spreadsheet into 4 separate categories as follows:

- Non-mandatory advisory boards: created by Ordinance, Resolution, Board action or an agency's bylaws.
- Mandatory advisory boards: created by Federal and/or State legislation.
- Boards appointed by City Councils: this category includes library advisory boards created by a City Council.
- A Committee created through a Memorandum of Understanding.

In addition to the changes in the spreadsheets, narratives have been provided in your package for each advisory board that the Board appoints members. The narratives provide the Board with the legislative authority, the duties, appointment process, the activity of the board, term of the board members, term limits, cost to administer, staff liaison, and the members appointed.

Also included is a Board Policy and the Ordinances which provide Board direction regarding the County's advisory boards. The following is a brief description of each:

- **BCC Policy-67:** establishes the criteria for the establishment, operation, and dissolution of advisory boards.
- **Ordinance No. 95-31:** establishes a uniform method of selecting and appointing members of advisory boards and attendance for their members.
- **Ordinance No. 96-17:** further defines the Board's direction for advisory board members' attendance.
- **Ordinance No. 02-38:** defines the Board desire to ensure that advisory board meetings are open for public participation.

A Board Workshop has been scheduled for May 16, 2019, at 1PM in the Florida Room to discuss the County's advisory boards. If you have any additional questions, please contact me or Kathy Wall at Ext. 55337.