

**TAB 4**

POINT PAPER  
2009 BOARD APPOINTMENTS

**BACKGROUND:**

The Mayor submits appointments to various City boards for Commission approval on an annual basis.

**ISSUE:**

The 2009 Board Appointments are comprised of new and reappointments of volunteers who have agreed to serve the City on an appointed board. The appointments are to the Planning and Zoning, Code Enforcement and Nuisance Abatement Boards, as follows:

Planning and Zoning

Charlie Ugarte (renewal appointment)

Term expires January 2012

Christopher Moquin

Term expires January 2012

(Currently appointed as an alternate member)

Alternate Members:

Eric Gilbert

Term expires January 2010

Jim Pastor

Term expires January 2010

Code Enforcement and Nuisance Abatement Boards\*

Pursuant to City Code Sec. 16-30, the Nuisance Abatement Board shall consist of all members of the Code Enforcement Board.

Scott Dougherty (renewal appointment)

Term expires January 2012

Robert Rotondo

Term expires January 2012

Alternate Member

William E. "Bill" Collins

Term expires January 2012

\*Two member positions remain vacant.

**RECOMMENDATION:**

Recommendation is to approve the 2009 Board Appointments as proposed.

**ARTICLE II. PLANNING COMMISSION\*****Sec. 23-31. Establishment and composition.**

There is hereby established a planning commission for the city. The planning commission shall have seven (7) members. None of such members shall be employed by the city or an elective officer of the city.

(Code 1975, § 19-19)

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\***Charter reference**—Planning commission, § 105 et seq.

**Cross reference**—Administration, Ch. 2.

**State law reference**—Similar provisions, planning commission, Laws of Fla. Ch. 63-1599, § 5.

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**Sec. 23-32. Members—Terms.**

Terms of office of planning commission members shall be three (3) years, and not more than a minority of such members' terms shall expire in any one (1) year.  
(Code 1975, § 19-20)

**Sec. 23-33. Same—Appointments.**

Upon the expiration of the term of office of any member of the planning commission, an appointment shall be made for a full term of office. There shall be no limitation upon the number of successive appointments of any one (1) person to terms of office as a member of the planning commission. Appointments shall be made by majority vote of the city council upon recommendation of the mayor.  
(Code 1975, § 19-21)

**Sec. 23-34. Same—Salaries and expenses.**

Members of the planning commission may receive salary and such travel and other expenses while on official business for the commission as are made available by the city council for these purposes.  
(Code 1975, § 19-24)

**Sec. 23-35. Same—Removal from office.**

Any member of the planning commission may be removed from office for just cause by a four-fifths vote of the full membership of the city council.  
(Code 1975, § 19-22)

**Sec. 23-36. Same—Vacancies.**

Whenever a vacancy occurs on the planning commission which reduces the membership of the commission below five (5), the city council shall fill such vacancy for the remainder of the term within thirty (30) days after the vacancy occurs. No meeting of the planning commission shall be held when the membership is less than five (5). Whenever a vacancy occurs on the planning commission which does not reduce the membership of the planning commission below five (5), the city council may, at its option, fill such vacancy for the remainder of the term at any time before the expiration of such term.  
(Code 1975, § 19-23)

**Sec. 23-37. Officers.**

The planning commission shall elect a chairman and a vice-chairman from among its members. Terms of all offices shall be for one (1) year, with eligibility for reelection.  
(Code 1975, § 19-24)

**Sec. 23-38. Rules of procedure.**

The planning commission shall by majority vote of the entire membership adopt rules of procedure for the transaction of its business, and shall keep a record of its resolutions, transactions, findings and determinations. The planning commission may provide for transcription of such hearings and proceedings, or portions of hearings and proceedings, as it may deem necessary. All such records shall be public records.

(Code 1975, § 19-24)

**Sec. 23-39. Employees.**

The planning commission may, subject to the approval of the city council and within the financial limitations set by appropriations made or other funds available, employ such experts, technicians and staff as may be deemed proper, pay their salaries and make such other expenditures as are necessary to conduct the work of the planning commission and effectuate its purposes.

(Code 1975, § 19-24)

**Sec. 23-40. Functions, powers and duties.**

- (a) The functions, powers and duties of the planning commission shall be, in general to:
- (1) Acquire and maintain in current form such basic information and materials as are necessary for an understanding of past trends, present conditions, and forces at work to cause changes in these conditions. Such basic information and materials may include maps and photographs of manmade or natural physical features of the area concerned, statistics on past trends and present conditions with respect to population, property values, economic base, land use and such other information as is important or likely to be important in determining the amount, direction and kind of development to be expected in the area and its various parts.
  - (2) Prepare, and from time to time recommend amendments and revisions to a comprehensive and coordinated general plan for meeting present requirements and such future requirements as may be foreseen.
  - (3) Prepare and recommend principles and policies for guiding the development of the area.
  - (4) Prepare and recommend ordinances designed to promote orderly development along the lines indicated in the comprehensive plan.
  - (5) Consider whether specific proposed developments conform to the principles and requirements of the comprehensive plan, and make recommendations based thereon.
  - (6) Keep the city council and the general public informed and advised on matters related to planning.
  - (7) Conduct such public hearings as may be required to gather information necessary for the drafting, establishment and maintenance of the various components of the com-