

RESOLUTION NO. 02-2023

A RESOLUTION OF THE CITY COUNCIL OF SEMINOLE, FLORIDA ESTABLISHING CITY COUNCIL PROCEDURES FOR APPOINTMENTS TO VOLUNTEER BOARDS AND COMMITTEES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City has a number of volunteer boards and committees which perform various valuable duties in furtherance of the City's mission, and which are not otherwise governed by general or special law; and

WHEREAS, multiple previous City resolutions set forth other and inconsistent methods and criteria for appointment to and service on such boards and committees; and

WHEREAS, it is the intention of the City Council in adopting this Resolution to supersede all prior resolutions or parts of resolutions pertaining to appointments to City boards and committees; and

WHEREAS, City Council deems it is in the public's interest to establish the following criteria for appointments to city board and committees:

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Seminole, Florida in session duly and regularly assembled;

Section 1. The City Council of the City of Seminole does hereby establish the following procedure for making appointments to volunteer boards and committees of the City of Seminole, such procedures remain in full force and effect until further amendment by the City Council.

This procedure may, at the sole discretion of the City Council, be used for appointments to task forces or other temporary volunteer groups serving a particular purpose or appointed for the purpose of accomplishing a particular task. The boards and committees, subject to the provisions of this Resolution shall be those established by Florida statutes, City ordinance, the City Charter, or Resolution of the City Council. This shall not apply to the appointment of members to the Charter Review Committee, whose members shall be appointed consistent with § 10.03 of the City Charter. These procedures shall regulate such appointments only to the extent that they do not conflict with Statutory, Charter, or ordinance, provisions regarding the establishment of such entities and their appointments thereto. In the event of such conflict, the provisions of governing Statute, Charter provision, or ordinance shall prevail. For Council appointments for volunteer boards or committees the following procedures shall be used:

a. New Appointments

1. All vacancies shall be advertised on the City of Seminole website.

At the City's discretion, an advertisement in a local newspaper may be placed.

2. Only City residents shall be eligible to serve on City Boards and Committees. This section shall not apply to those Board and Committee members serving upon adoption of this Resolution.
3. All applications for appointment to the City's Boards and Committees shall be submitted to the City Clerk.
4. Upon a vacancy on a City Board/Committee, the City Clerk shall forward to the City Council the applications for the vacant seat.
5. At a City Council meeting the Councilors by a majority vote shall select the applicant(s) whom they would like to interview.
6. An interview(s) shall be scheduled for a Council Workshop.
7. City Councilors shall give staff direction whether to place the appointment of the applicant(s) on a subsequent Council agenda.
8. No person shall be eligible for appointment who currently serves on another City board or committee, unless such person resigns from a board or committee prior to or coincident with commencement of service on a committee or board to which such person is being appointed. (This section shall not apply to appointment to the Charter Review Committee.)
9. Relatives, as defined herein, shall not be appointed to serve simultaneously on the same board or committee of the City or to act as liaison to a board or committee. For purposes of this section the term "relative" means any father, mother, son, daughter, husband, wife, sibling, father-in-law, mother-in-law, son-in-law or daughter-in-law.
10. No employee of the City shall be appointed to membership on a board or committee of the City.
11. When there is a vacancy due to resignation, removal, or death, the appointed replacement shall fill the remainder of the unexpired term.
12. Board and Committee members shall serve without compensation.

b. Reappointments:

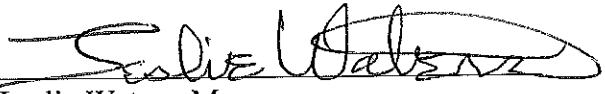
1. Committee Member indicates in writing a desire to be reappointed.
2. The City Manager, in consultation with the applicable Department Director, provides to the City Council

- information relative to the Board/Committee member's meeting attendance and participation as a Committee/Board member and a recommendation regarding the reappointment.
3. City Manager schedules reappointment consideration by the City Council for a regular Council meeting.
 4. Board members whose terms have expired shall continue to serve until their successor is appointed.

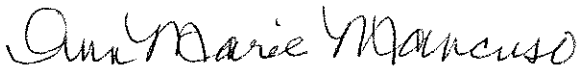
This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SEMINOLE,

FLORIDA, THIS 25 DAY OF April, 2023.

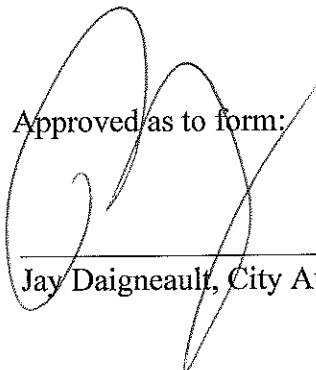

Leslie Waters, Mayor

ATTEST:



Ann Marie Mancuso, CMC
City Clerk

Approved/as to form:



Jay Daigneault, City Attorney

