	Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
2	Architectural Review Board Contact Information: Beth LaCivita, Executive Director Tallahassee Trust for Historic Preservation, Inc or Alyssa McManus 423 East Virginia Street Tallahassee, FL 32301 Ph. 488-7100 FAX 488-7333 Staff: Acting Planning Director: Val Hubbard 891-8633 Planning Commission Chairman or Designee ("designee" approved by Ordinance 10/28/97) Planning Commission Chairman (elections are held in September; new chairman takes office in October)	Ch. 266.116 F.S., 1981 - Leon County Code Sec 10-853 (pg CD 10:162) Sec. 8.6, Ch. 27 - City Code Bylaws approved 6/28/94; ordinance amendments approved 8/9/94 and 10/28/97	10 members: 4 - appointed by BCC 4 - appointed by City 1 - Planning Commission (Chairman or his designee) 1 - Planning Department Director As of 11/97, the Tallahassee Trust for Historic Preservation, Inc. (TTHP) (formerly Historic Preservation Board) is comprised of the sitting members of the HPB as of May 1997 when the Articles of Incorporation were approved. The TTHP may appoint up to 12 additional members. It will make recommendations to the Board for appointment to the ARB from its membership. City and County Commissions each select one TTHP member for appointment to the ARB.	As of 7/1994, initial terms were two and three years; thereafter, all terms are 3 years. Terms expire June 30 Number of terms allowed: 2 full consecutive (except Planning Commission chairman and Planning Department Director) Vacancies are filled for the remainder of an unexpired term.	Noon, first Wednesday of every other month (unless no items are scheduled for the agenda.	Reports are required by the Federal Certified Local Government (CLG) program. Provides annual report to City and County, to be submitted in Nov. of each year for the previous fiscal year.	1. Reviews and makes recommendations on the listing of properties on the Local Register Historic Places; 2. Reviews changes, except for routine maintenance, to the exterior of properties zoned HPO, and issues or denies Certificates of Appropriateness; 3. When necessary to protect the character of property in the HPO, grants variances in accordance with the provisions stipulated in the applicable City or County ordinance; and 4. on behalf of City and County, administers federal Certified Local Government program for historic preservation. (Source: Bylaws adopted by BCC on 6/24/94.) Directs appeals of its decisions to the Planning Commission, which hears appeals and makes recommendations to the County Commission. Eligibility Criteria: 4 - owners of property zoned HPO (City and County each appoints two) 2 - members of American Institute of Architects (City and County each appoints one) 2 - members of Tallahassee Trust for Historic Preservation, Inc. (City and County each appoints one) Chairman of the Planning Commission, or designee Director of the Planning Department

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Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
7 *Canopy Roads Citizens* Committee Tom Jackson Canopy Road Coordinator Operations 487-3070 Carlos Conerly Urban Forester Planning Dept. 891-8635 Beth Perrine Recording Secretary Planning Dept. 891-8600 Chairperson: Ann Bidlingmaier 1925 Harriet Drive 32308 562-0077 (home)	BCC created ad hoc on October 8, 1991. Made standing committee by both *commissions in* January 1993.	8 members 4 - BCC 4 - City Commission	Initial terms were staggered one and two years; thereafter, all terms are two years. Terms expire October 31. Number of terms allowed - Initial and two additional consecutive terms. Vacancies filled for remainder of unexpired term.	Third Monday of every other month (September, November, January, March, May & July) at 6 pm, City Hall		PURPOSE: 1. Function as a standing committee that will make recommendations to the City and County Commissions on matters related to Canopy Road preservation. 2. Assist in coordinating efforts of government, private sector, civic groups and individuals in an effort to protect, maintain, enhance and where applicable, re-evaluate Canopy roads. ELIGIBILITY CRITERIA: Members should consist of a balance of *persons who have expertise* in fields of forestry, local history, who live along a Canopy Road or who have demonstrated a willingness to serve for the enhancement of *the community. An ex-officio,* non-voting member shall be included from the Apalachee Land Conservancy. Members of other groups may also be included as *non-voting, ex-officio members* at the discretion of the committee. (Source: Bylaws approved 7/27/93.)

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	Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
13	Community Development Block Grant Citizen's Advisory Task Force Staff: Affordable Housing Coordinator Housing and Human Services 918 Railroad Avenue Tall., FL 32310	Housing Finance Authority	8 Members 7 - Members of the HFA 1 - BCC appointment	Four-year terms expiring on September 30. Eligible for reappointment.	Quarterly meetings - March, June, September & December		1. To assist with CDBG program planning, implementation, assessment and oversight 2. Counsel and advise the Leon COunty Housing Program 3. Assist in the development of new programs 4. Advocate for citizens by setting up and monitoring a grievance procedure All members of the Housing Finance Authority and one additional member who is a low-income resident of the unincorporated Leon County

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	Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
23	Growth & Environmental Management Citizens User Group STAFF: David McDevitt, Director of Development Review and Inspection, Ph 488-9300. John Kraynak (Community Development, ph 488-9300) Herb Thiele, County Attorney (ph 487-1008) Enid Ehrbar (Planning Dept. ph 891-8600)	In July of 1997, the Board of County Commissioners formally established the GEM Citizens User Group to replace and consolidate several user groups that were being used by the Department.	14 positions - each Commissioner appoints 2 members specifically to represent a balance of community interests.	The Leon County Growth and Environmental Management Citizens User Group serves as a standing committee, at the pleasure of the Leon County Commission. Length of term and number of terms allowed not specified.	The Group shall meet at least bi-weekly, or as frequently as needed to accomplish its mission statement.		RESPONSIBILITY: The purpose of the Group is to provide the Board recommendations regarding proposed ordinances that impact growth management and other issues relating to current planning, development review, and environmental compliance as requested by the Board and staff. MISSION STATEMENT: In response to Commission direction, develop and provide to the Commission, through the Leon County Growth and Environmental Management Department Staff, recommendations on growth and environmental issues considered to be of priority interest. The Group will review and provide recommendations on new ordinances or amendments as they relate to the Comprehensive Plan and implementing Land Development Regulation. Recommendations developed by the Group are offered with the sole intention of assisting the Commission and its staff to better serve the growth and environmental interests of the community to which it is dedicated.

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	Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
24	Housing Finance Authority STAFF: Shelley Murphy, Director of Housing Housing and Human Services Division 488-7790 Bond Counsel: Robert Reid Bryant, Miller & Olive 201 S. Monroe, Suite 500, 32301 Phone: 222-8611 Financial Advisor: Bill Reagan William R. Hough & Co 500 5th Avenue South, Suite 501 Naples, Florida 33940 Ph: (941) 649-6077 FAX: (813) 649-6217 and Bonnie Wise 100 2nd Avenue South, Suite 800 St. Petersburg, Florida 33701 Ph: (727) 895-8824	Ch. 159, Part IV, F.S. Leon County Ordinance 80-39	7 - BCC	4 years, (a member holds office until his/her successor has been appointed and has qualified) Chairman must file Certification of Appointent or Reappointment with Deputy Clerk, Finance. Terms expire September 30. Number of terms allowed not specified in the statue or ordinance. Vacancies filled for remainder of unexpired term.	Meets second Tuesday of each month, from 11:30 a.m. to 1 p.m., at the Amtrack Building Training Room located on Railroad Avenue.		RESPONSIBILITY: Encourages investment by private enterprise and stimulates construction and rehabilitation of housing through use of public financing. The Authority is authorized to issue and sell bonds, but first must seek approval of BCC. The Ordinance requires: Section 8: Any bonds to be issued and sold by the HFA on the negotiated basis authorized in Sec. 159.613(2), FS, 1979, shall first be approved by resolution of the BCC, both as to the documents and the method of sale by the HFA. Section 9: Any rules or regulations to be promulgated by the HFA setting forth standards or criteria for determining "eligible persons" in the program shall be submitted to and approved by the BCC prior to implementation. Section 10: Contracts by the HFA shall first be approved by resolution of the BCC. Section 11: The exercise of any of the powers hereby authorized or conferred is subject to the power of the BCC to approve the budget of the HFA. ELIGIBILITY CRITERIA: No less than 3 members shall be knowledgeable in one of the following fields: labor, finance or commerce.

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	Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
29	Miccosukee Community Center Board of Directors STAFF: Patricia Herold, Chairperson P. O. Box 74 32309 893-2704 (h) 893-1160 (w)	Created by the BCC in 1983.	7 members Each commissioner appoints one member	2 years. Terms expire October 31. Number of terms allowed unspecified. Vacancies fill remainder of unexpired term.	As needed.	The Community Center Board shall submit annual written income and expenditure reports to the BCC.	RESPONSIBILITY: Establishes operational rules and procedures; may establish user fees sufficient to defray the cost of operation and maintenance of the Center. Must seek BCC approval to spend any surplus over the cost of operation and maintenance. Responsible for planning, oversight, day-to-day operation and general maintenance of the Community Center. Operates under County POlicy No. 92-10, "County Community Service Facility" ELIGIBILITY CRITERIA: Not specified.

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	Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
34	Parks and Recreation Advisory Team STAFF: Paul Cozzie Director Parks and Recreation 488-0221	Created by the BCC on 5/28/1996.	7 members, each commissioner appoints one member. Ex officio: Director - Admin Svcs Director - Public Works Director - Parks & Rec Director - Div of Operations Director - PW Engineering Assistant to PW Director	Initial terms are two and three years; thereafter, all terms are two years. Number of terms allowed: 2 full terms plus remainder of an unexpired term if appointed initially to fill a vacancy. Vacancies are filled for the remainder of an unexpired term.	Meetings held the second Monday of each month at 6 p.m., at the Public Works Center on Miccosukee Road.		RESPONSIBILITY: Serves in an advisory capacity to the County Commission in the development and operation of a Leon County Parks and Recreation program. ELIGIBILITY CRITERIA: Not specified.

Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
42 Woodville Recreation Council STAFF: Karen Parker Parks and Recreation 488-0221 Bob Rankin, Chairman 8505 Grey Forest Drive 32311-1718 421-8886 Flo Blanchard 9524 Old Plank Road 32310 575-2533 (w)	Created by the BCC in 1983. Amended by BCC on 5/13/1997 NOTE: 05/13/1997, the BCC adopted an option to combine the Woodville Community Center Board (appointed by the County Commission) and the Woodville Athletics Commission. The new name for this organization is the Woodville Recreation Council.	7 members, each commissioner appoints one member. On 2/25/1992, BCC increased membership from 5 to 7 at the request of the Center's Board of Directors.	2 years. Terms expire October 31. Number of terms allowed unspecified. Vacancies filled for remainder of unexpired term.	Meets first Monday of each month, 6 p.m., at the Woodville Men's Club.	The committee shall submit annual written income and expenditure reports to the BCC.	RESPONSIBILITY: Oversees facility usage and programming at J. Lewis Hall, Sr. Park; facilitates athletic programs. The recreation council shall submit annual written income and expenditure reports to the BCC. Establishes operation rules and procedures; may establish user fees sufficient to defray the cost of operation and maintenance of the center. Must seek BCC approval to spend any surplus over the cost of operation and maintenance. Responsible for planning, oversight, day-to-day operation and general maintenance of the center. ELIGIBILITY CRITERIA: Not specified.