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
11 Code Enforcement Board STAFF: Jacqueline Feagin Code Enforcement Board Administrator 488-9300 Board Attorney Harold Knowles Knowles, Marks & Randolph 215 S. Monroe St, Suite 130 Tallahassee, FL 32301 Phone: 222-3768 Email: Haroldk@KMRLaw.com	County Ordinance 88-42	7 members. Each commissioner appoints one member (see eligibility criteria).	3 years, after initial staggered appointments. Terms expire August 31. Number of terms allowed not specified in ordinance. Vacancies filled for remainder of unexpired term.	3rd Thursday of each month, 1 pm, BCC chambers located on the 5th Floor of the Leon County Courthouse.		RESPONSIBILITY: Conducts hearings on cases involving violations of environmental, zoning, building and junk ordinances and enters orders to enforce County laws using approved procedures. ELIGIBILITY CRITERIA: Category & Appointing Commissioner: Engineer; Business Person; Architect; Subcontractor; Gen. Contractor; Citizen; and Realtor

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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
14	Contractors Licensing and Examination Board STAFF: Susan Roberts Growth and Environmental Management Contractors Licensing Board Administrator 488-9300 Board Attorney Cherry Shaw Asst. County Attorney 301 S. Monroe St. Tallahassee, FL 32301 487-1008	County Ordinance 74-22, Amended 9/8/1998	7 members. Each commissioiner appoints one member. Building Inspection Department Director serves as non-voting executive secretary and keeps records of all proceedings.	3 years. Terms expire March 31. Number of terms allowed not specified in ordinance. Vacancies filled for remainder of unexpired term.	First Thursday of each month, 4:30 p.m. Leon County Courthouse 301 S. Monroe Street 5th floor, Commission Chambers		RESPONSIBILITY: Accepts and approves or disapproves applications Administers Examinations for contractors licenses Issues contractor certificates Conducts hearings and Disciplines contractors for violations of building codes or State Statutes ELIGIBILITY CRITERIA: Category & Appointing Commissioner: Pool Contractor: At Large - DePuy (John Salvo) Consumer Representative: At Large - Thaell (Katherine Beck) Building Contractor: District 1 - Proctor (William Muldrow) Business Person: District 2 - Sauls (Gus Winchester) Architect or Engineer: District 3 - Winchester (William Ervin) Consumer Representative: District 4 - Grippa (Huel Wheeler) Consumer Representative: District 5 - Rackleff (Helen Arnold)

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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
17	Dorothy C. Spence (Chaires) Community Center Board of Directors Chairperson: Dot Spence 310 Chaires Cross Road 32317 878-8031 (h)	Created by Resolution on 02-28-95; by-laws approved 02-28-95.	7 members Each commissioner appoints one member	Initial terms are one and 2 years; thereafter, all terms are 2 years. Terms expire February 28. Number of terms allowed not specified. Vacancies filled for remainder of unexpired term.	Location: The Community Center is located off of US 27 South. Turn left on Chaires Crossroad, and proceed into the Chaires community. There is a sign indicating the Community Center.	Board will submit annual report to BCC. Annual reports shall include member attendance at meetings, minutes, rental activity and accounts.	This community center will operate similarly to the Fort Braden, Miccosukee and Woodville centers, and will be governed by bylaws approved by the BCC and County policies governing community centers and volunteer boards ("Volunteer Boards and Committees" and "County Community Service Facility.") The Bylaws were approved by the BCC on February 28, 1995.

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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
22 Fairgrounds Citizen Advisory Committee Wayne Tedder, Director Tallahassee-Leon County Planning Dept. City Hall, 300 S. Adams St. Tallahassee, FL 32301 891-8600	Created by Board - February 25, 2003	11 - Appointed by Full Board	Indefinite -	As needed and scheduled.		- To work in conjunction with staff and consultant in the development of the market feasibility study for the fairgrounds property. - To provide recommendations on future uses to be considered in the redevelopment and relocation of the Leon County Fairgrounds property. Committee membership: Representatives from: 1 - Capital City Chamber 1 - Florida A&M University 1 - Florida State University 1 - Housing Finance Authority 1 - Leon County School Board 2 - Neighborhood representatives 1 - North Florida Fair Association 1 - Southside Business Association 1 - Tallahassee Community College 1 - Tallahassee Economic Development Council

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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	Fort Braden Recreation Council STAFF: Karen Stuhmer, Parks and Recreation ph 488-0221 Gina Ouzts, Chairperson 15601 Blountstown Highway 32304 574-1954	Council created January 26, 1999 to replace Parent Teacher Organization Sports Commission	7 - BCC	2 Years. Initially, three appointees serve one year terms and, four appointees serve two year terms. Thereafter, all terms 2 years.	Meets First Sunday of the month at 6:30 p.m., at the Community Center.	Annual written income and expenditure reports to the BCC submitted by Treasurer and Secretary; attendance record of members; minutes of meetings; any changes or revisions to the operation rules and procedures, user fees, cost of operation and/or maintenance.	RESPONSIBILITY: Oversees facility usage and programming; 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.

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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
26 Housing Finance Authority STAFF: Ms. DeLean Johnson Housing Coordinator Health 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 Each Commissioner has an appointment.	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	Lake Jackson Recreation Council Ms. Karen Stuhmer Recreation Coordinator Parks & Recreation Public Works Center 2200 Miccosukee Road 488-0221	BCC - September 17, 2002	7 - BCC Each Commissioner has an appointment	Two years. Terms expire September 30. Number of terms allowed unspecified. Vacancies filled for unexpired term. Council will recommend at least three (3) candidates for annual appointments or to replace any member who resigns or is removed. The suggested names for such replacements will come from the community.	Regular meetings shall be held at the appropriate frequency to perform the duties of the Council. Additional meetings may be called by either the Chairperson or by petition from three or more Council members.	The Council shall submit annual written income and expenditures reports to the BCC.	- Provide year-round youth sports and recreation programming. - Recruit, train, certify, and manage all adult volunteers, coaches, and officials. - Collect fees, donations, and other revenues, for the exclusive purpose of expanding sports and recreation programs and facilitating park improvements. - Promote, publicize, and advertise information pertaining to youth sports programming. - Establish programs and schedule for field usage, rental, or reservation. - Assist the County in the protection and security of park facilities under the Council's jurisdiction. - Promote the spirit of community involvement by holding at least one town meeting annually for the purpose of soliciting programming ideas from the community. Member of the "Lake Jackson" Community

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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	Miccosukee Recreation Council [Concord School] STAFF: Karen Stuhmer Parks and Recreation 488-0221 Perry Duhart, Chairman 12250 Moccasin Gap Road 32309 Perry Duhart, 668-0960	Council created February 23, 1999.	7 - Members Each Commissioner appoints one member.	Initially, staggered terms--3 appointees serving 1-year terms and 4 appointees serving 2-year terms, thereafter all terms 2 years. Terms expire February 1. Number of terms allowed: not specified. Vacancies filled for remainder of unexpired term.	Meetings held the second Monday of each month at 6:30 p.m. at the Old Concord School.		RESPONSIBILITY: Oversees facility usage and programming; 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. - Provide year-round youth sports and recreation programming. - Recruit, train, certify, and manage all adult volunteers, coaches, and officials. - Collect fees, donations, and other revenues, for the exclusive purpose of expanding sports and recreation programs and facilitating park improvements. - Promote, publicize, and advertise information pertaining to youth sports programming. - Establish programs and schedule for field usage, rental, or reservation.

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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
35 Minority/Women Business Enterprise (M/WBE) Committee Agatha Salters M/WBE Coordinator 488-7509	Created by the BCC in 1987.	7 members, each commissioner appoints one member	2 years. Terms expire: 4 on January 31; 3 on May 30. Number of terms allowed unspecified. Vacancies filled for remainder of unexpired term.	TBA		RESPONSIBILITY: Reviews M/WBE Program. 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
37	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.

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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
41	Science Advisory Committee STAFF: Tammy Trusty Growth and Environmental Management 3401 W. Tharpe Street 32303 488-9300	BCC established in April 1995. Amended bylaws approved 2/8/2000	9 members 7 appointed by BCC, each commssioners appoints one. 2 appointed by the City If additional government bodies desire to make appointments to the Committee, said appointments shall be of an ex-officio nature. Ex-officio members will not have voting rights, but may participate in all other proceedings of the committee.	Terms expire March 31. Appointed members serve a two-year term and shall be eligible for Commissioner reappointment as long as they are active, interested and adhere to the articles of the by-laws. Per the 2000 revisions to the by-laws, terms will be staggered as follows: BCC appointments representing Commission Districts I, III, and IV and City Commission appointment #1 will expire in (March) 2000. BCC appointments representing Commission Districts II, V, and the At-Large Districts and City Commission appointment #2 will expire in (March) 2001. Vacancies filled for remainder of the unexpired term.	Meets the first friday of each month, 8:30 a.m., at Growth and Environmental Managment Office located at 3401 W. Tharpe Street. Meetings are usually limited to two hours.	Report to BCC annually.	RESPONSIBILITY: Evaluates scientific evidence and reports findings and recommendations pertaining to environmental issues. ELIGIBILITY CRITERIA: All appointees to the SAC shall be credentialed scientists.

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