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 Code Enforcement Board STAFF: Jessica Koon 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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25	Educational Facilities Authority STAFF: Calvin Ogburn Executive Director 3263 Robinhood Road Tallahassee, Florida 32312 386-4848 FAX: 385-9324	Ch. 243, F.S. County Resolution (7/17/1990)	7 members. Each commissioner appoints one member	Initial terms were 1 through 5 years; thereafter, all are 5 years. Terms expire July 31. Number of terms allowed not specified. Vacancies filled for remainder of an unexpired term.	Second Monday of each month, or as needed	Within first 90 days of each calendar year, reports to the BCC its activities for the preceding calendar year	RESPONSIBILITY: The purpose of the authority shall be to assist institutions for higher education in the construction, financing, and refinancing of projects, and for this purpose the authority is authorized and empowered as set forth in Chapter 243.22, Florida Statutes. ELIGIBILITY CRITERIA: All members must be residents of Leon County. At least one must be a trustee, director, officer or employee of an institution for higher education.

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26	Enterprise Development Zone Agency (EDZA) Board of Commissioners Brad Day, Executive Director Economic Development Council P. O. Box 1639 Tallahassee 32302 521-3110 Program Coordinator: Karen Hintz 521-3111 khintz@taledc.com	BCC Ordinance - June 11, 2002 BCC Resolution - July 30, 2002	11 - appointed by the BCC	Initial Terms staggered for specific members. Subsequent terms are 4 years. Chamber of Commerce - 4 yrs Local finance or insurance entity - 4 yrs Business operating w/in EZ - 4 yrs Resident residing w/in EZ - 4 yrs Non-profit, community-based organization operating w/in EZ - 4 yrs Local Workforce Development Board - 4 yrs Local Code Enforcement Board - 1 yr Local Law Enforcement - 3 yrs BCC Chairperson or designee - 3 yrs BCC Vice-Chair or designee - 2 yrs Mayor, City of Tallahassee or designee 2 yrs	Meet at such times and places as the Chair deems appropriate All meetings will be open to the public, upon due notice published in a newspaper of general circulation, and minutes of meetings prepared and filed with the County Clerk and City Clerk	Quarterly reports to the BCC and the City Commission, evaluating the progress in implementing the strategic plan for the Enterprise Zone File annually with City and County Commissions, on or before March 31 of each year, a report of the Agency's activities for the preceding fiscal year which will include a complete financial statement Annually prepare and submit a comprehensive report to the State Office of Tourism, Trade and Economic Development (OTTED) that discloses the accomplishments in Leon County	- Review, process and certify applications for state enterprise zone tax incentives - Provide assistance to businesses and residents within the EZ - Promote the development of the EZ - Make and execute contracts and other instruments necessary to the exercise of the County's powers as an EZ governing body - Assisting in the development and oversight of the EZ strategic plan and identifying and recommending ways to remove regulatory barriers placed on businesses to the County and City Commissions - To oversee and monitor the implementation of the strategic plan for the Enterprise Zone - To identify to the City and County Commissions the financial needs of, and local resources or assistance available to, eligible businesses within the EZ

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33 Human Services Grants Review Committee STAFF: Don Lanham, Grants Coordinator Public Services 488-7790 Note: Committee works with the Community Human Services Partnership (CHSP)	BCC Policy 81-3 Revised 12/16/1992 Revised Operating Guidelines approved 1/21/1992	14 - BCC	2 years. Terms expire December 31. Number of terms allowed unspecified in policy. Vacancies filled for remainder of unexpired term	Considers requests for funding once annually in conformity with County budgetary cycle. Training sessions are conducted prior to the beginning of the process.	Funding recommendations.	RESPONSIBILITY: Evaluates human service funding requests during the regular budget cycle and makes recommendations to the Board. Committee will be available to perform program evaluations at the BCC's request to determine the merit of a mid-year funding request and the extent to which it meets the Committee's priority guidelines and assessment criteria. The purpose of the Community Human Services Partnership (CHSP) is to "foster an ongoing community-wide dialog with funders and providers to improve human services delivery in Leon County. The CHSP is comprised of the City, County and United Way. The Florida Department of Children and Families is a collaborating partner. Two representatives from each of these funding sources are appointed to a joint planning board. ELIGIBILITY CRITERIA: Not specified in the policy.

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35 Lake Jackson Recreation Council Pat Plocek, Director 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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38 Library Advisory Board STAFF: Helen Moeller Library Director 487-2665 Marilyn Gail Mason, Chairperson 811 Live Oak Plantation Rd. 32312 521-0935	Created by the BCC in 1955. Revised, By-laws written in 1988	7 - BCC NOTE: On January 14, 1992, the BCC increased membership from 7 to 8. On August 10, 1993, the BCC decreased membership from 8 to 7 and decided that each commissioner would appoint one member.	2 years. Terms expire December 31. Number of terms allowed unspecified. Vacancies fill remainder of unexpired term.	Meetings are held the first Tuesday of each month, at 10:00 am in the Library Board Room.		RESPONSIBILITY: Serves as a forum for community input concerning library programs and activities and as a liaison and advocate for the library. Minutes of meetings are available for review. ELIGIBILITY CRITERIA: Not specified.

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40	Miccosukee Recreation Council [Concord School] STAFF: Pat Plocek Parks and Recreation 488-0221 Perry Duhart, Chairman 9021 Chester & Lucy Duhart Lane 32309 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 Community Center	The recreation council shall submit annual written income and expenditure reports to the BCC.	RESPONSIBILITY: Facilitates athletic programs. 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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47 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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	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
48	Senior Outreach Advisory Committee Ken Morris Special Projects Coordinator County Administration 301 S. Monroe Street Tallahassee, FL 32301 850-488-9962	Enabling Resolution 9-21-04 Board Meeting	11 members - Full Board appointments 7 - Individual Commissioner Appointments 1 - Member of Tallahassee Senior Citizens Foundation Board of Directors 1 - Member of Dorothy C. Spence Community Center Board of Directors 1 - Member of Miccosukee Community Center Board of Directors 1 - Member of Fort Braden Community Center Board of Directors	Initial Terms are one and two years as follows: 1 year - Districts 1, 3 & 5 Commissioners 1 year - Dorothy C. Spence Community Center Board of Directors 1 year - Fort Braden Community Center Board of Directors 1 year - Miccosukee Community Center Board of Directors 2 years - At-large Commissioners 2 years - Districts 2 & 4 Commissioners 2 years - Tallahassee Senior Citizens Foundation All subsequent terms are 2 years. Members may only serve two (2) Subsequent Terms after initial appointment.			- Identify issue of concern among seniors - Promote opportunities for seniors to express their concerns - Promote services and opportunities for seniors - Ensure that County initiatives for seniors are fully implemented