



**City of Miami Beach
Office of Commissioner Deede Weithorn**

TRAC MEETING

AGENDA

**Thursday, January 15, 2008
5:00PM
City Manager's Conference Room**

- I. Call to Order
- II. Approval of Minutes
- III. Establish remaining goals of TRAC
- IV. Discussion on City Clerks/Complaint Procedures
- V. Old Business
 - a. Online Check Registry

**CITY OF MIAMI BEACH
TRANSPARANCY,
RELIABILITY, AND
ACCOUNTABILITY
COMMITTEE (TRAC)**

**CHAIR
COMMISSIONER DEEDE
WEITHORN**

**VICE-CHAIR
STEVE CHANELES**

**MEMBERS
FRANK DEL VECCHIO
MIKE BURKE
SAM RABIN
ROBERT HENRY
DAVID LANCZ
MARK HUNTER**

**COMMISSION OFFICE
ANNE SWANSON
(305) 673-7105**

**STAFF LIASONS
ROBERT PARCHER
PATRICIA WALKER**

**CITY ATTORNEY'S OFFICE
JEAN OLIN**

**TRAC Meeting Minutes
Thursday, December 18, 2008**

In attendance:

Committee Members: Commissioner Deede Weithorn, Sam Rabin, Frank Del Vecchio, Dr. Robert Henry, David Lancz, Mark Hunter, Mike Burke, Steve Chaneles

City Staff: Robert Parcher, Anne Swanson, Gary Held, Alison Williams

Public: Henry Stolar, Harry Cherry, Dr. Morris Sunshine

A motion was made to approve the November minutes by Frank Del Vecchio, second by Sam Rabin, minutes approved by the committee.

Commissioner Weithorn told the committee that the online check registry issue would be taken up at the January meeting once she had a chance to meet with Trish Walker and develop a response to the request.

Frank Del Vecchio made a motion for to request that the administration take last month's Land Use Board recommendations and their response to the appropriate Land Use Boards for discussion. Second by David Lancz. Motion was passed by the committee members. Gary Held added that some recommendations have already been implemented by the administration as they did not require input from the Land Use Boards. Jorge Gomez will report back to TRAC once the Land Use Boards have had an opportunity to discuss the recommendations.

Commissioner Weithorn requested that the committee members bring to the January meeting other issues which they would like TRAC to address. Topics that were mentioned in this meeting include Miami Beach Magazine, online forms, programming on Channel 77, online permit fee calculator, online Q&A forum, special events permit applications online, and the sanitation department.

Mike Burke made a motion to recommend that all Commission Committee meetings be televised. Second by Mark Hunter. Commissioner Weithorn commented that the Commission Committee meetings are often a better format for discussion and negotiation since they are a more casual environment and are not televised. Motion passes.

Frank Del Vecchio made a motion to recommend the advanced publication of all Commission Committee agendas. Second by Mike Burke. Motion passes.

Meeting Adjourned.

Overview of Local Cities Complaint Process

As a general rule, residents are advised to call the appropriate department which their complaint is in regards to.

Both the offices of the City Manager and the Mayor/Commission/City Council usually handle these complaints DIRECTLY, and are on an "open door" policy that one would expect from any municipality.

In the City of Aventura, they have an email system that resembles the one we have (the paid program they use is run by IT and is called GOV-QA...like Question and Answer). The email a resident sends is *automatically* transferred to the specific party or department based on the topic they chose.

Coral Gables uses a very similar program called "e-betterplace," but in general their complaints are referred to Public Works.

In many smaller cities, like Bal Harbour and North Bay Village, City Hall doesn't have much technological innovation, and usually sticks to old fashioned phone calls OR a resident can fill out a form and submit it (anonymously if they wish).

What was very interesting that I found was in Doral. ALL complaints go to Code Compliance. From there, an officer is delegated to take care of the situation, and if the situation is not reasonably taken care of, they convene in a "Special Magistrate." Basically, under this magistrate (composed of members appointed by the City Council and Mayor), all complaints are dealt with until they are finished. The Magistrate may impose fines, liens, or whatever is necessary to solve the problem.

Some cities like Hialeah depend on Code Compliance, and don't even have an email system for residents to use on the city website.

What most fascinated me was with the City of Miami. They have "311", which is similar to 911, but reserved for complaints, not emergencies. The way the City Manager described it, all residents know about 311, and can call it with any complaint, anonymously or not. 311 then either handles the complaint directly, or sends it through IT to the appropriate Department.

The most common way to handle a complaint, though, is for the City Manager to delegate the problem to the appropriate Department.

Then there are the HORRIBLE telephone directories in cities like South Miami and Sunny Isles Beach, which probably account for many unanswered complaints.

City Clerks

MUNICIPALITY	REPORTS TO
Aventura, City of	Governing Body
Bal Harbour, Village of	Governing Body
Bay Harbor Islands, Town of	Governing Body
Biscayne Park, Village of	Manager
Coral Gables, City of	
Cutler Bay, Town of	Governing Body
Doral, City of	Governing Body
El Portal, Village of	Governing Body
Florida City, City of	
Golden Beach, Town of	Governing Body
Hialeah Gardens, City of	Strong Mayor
Hialeah, City of	Strong Mayor
Homestead, City of	Governing Body
Indian Creek, Village of	Manager
Key Biscayne, Village of	Governing Body
Medley, Town of	
Miami Beach, City of	Manager
Miami Gardens, City of	Governing Body
Miami Lakes, Town of	Manager
Miami Shores, Village of	Manager
Miami Springs, City of	Governing Body
Miami, City of	Governing Body
North Bay Village, City of	Manager
North Miami Beach, City of	
North Miami, City of	Electors
Opa-locka, City of	
Palmetto Bay, Village of	
Pinecrest, Village of	Governing Body
South Miami, City of	Governing Body
Sunny Isles Beach, City of	Manager
Surfside, Town of	Manager
Sweetwater, City of	Governing Body
Virginia Gardens, Village of	Governing Body
West Miami, City of	Governing Body

RESOLUTION NO. 2008-26

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH BAY VILLAGE, FLORIDA, PROVIDING FOR THE SUBMISSION TO THE ELECTORS THE FOLLOWING PROPOSED AMENDMENT TO THE CITY CHARTER, IN ACCORDANCE WITH SECTION 9.02 OF THE CHARTER; SUBMITTING A PROPOSED CHARTER REVISION CONCERNING SECTION 4.02 RELATING TO THE CITY CLERK POSITION; PROVIDING REQUISITE BALLOT LANGUAGE FOR SUBMISSION TO THE ELECTORATE; CALLING A SPECIAL ELECTION ON THE PROPOSED AMENDMENT TO THE CITY CHARTER TO BE HELD ON TUESDAY, THE 4TH DAY OF NOVEMBER, 2008; PROVIDING NOTICE OF ELECTION; PROVIDING FOR INCLUSION IN THE CHARTER; PROVIDING FOR AMENDMENT TO AFFECTED ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *(INTRODUCED BY MAYOR JOSEPH S. GELLER AND VICE MAYOR GEORGE A. KANE)*

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Section 4.02 of the Charter of the City of North Bay Village, Florida is hereby amended as follows:

4.02. City Clerk

The City Clerk shall be appointed by a majority vote of the City Commission. The City Clerk shall give notice of all meetings of the Commission, City boards or committees, to its members and to the public by posting a notice on the designated official bulletin board of the City. The City Clerk shall keep the journal of these proceedings, which shall be made a part of the public record. The City Clerk shall also be the registration official of the City and supervisor of City elections and shall have power and is hereby authorized to administer oaths. The City Clerk shall be the custodian of the City seal, the records custodian, and the agent of record.

The City Clerk shall record and keep current all ordinances and resolutions of the City in a book kept for that purpose and keep current a cross-index of all ordinances, resolutions and official records of the City. The City Clerk shall also perform such other duties that are required by the Charter, by ordinance ~~or by the City Manager~~ or that do not conflict with the administrative duties of the City manager, and as the Commission may prescribe from time to time. The City Clerk will work with the City Manager and other department heads to ensure the effective management of the City. In the absence of the City Clerk, the City Manager may act as City Clerk or make a temporary appointment.

The City Clerk shall report to the Commission and may be removed by the Commission utilizing the same procedure as set forth for removal of the City Manager in Section 4.01 (f). The City Commission shall set the compensation and benefits provided to the City Clerk.

Shall Section 4.02 of the North Bay Village Charter be revised to provide for the City Clerk to be appointed, to report to, and to be removed by the City Commission; for the Commission to set the compensation of the City Clerk; and for the City Clerk to serve as the City Records Custodian and the City Agent of Record?

YES _____

NO _____

Section 2. Balloting. All qualified City electors who are timely registered in accordance with law shall be entitled to vote. The City Clerk is authorized to obtain any necessary election administration services from the Miami-Dade County Supervisor of Elections. The County registration books shall remain open at the Office of the Miami-Dade County Supervisor of Elections until October 6, 2008, at which date the registration books shall close in accordance with the provisions of the general election laws. The Miami-Dade County Supervisor of Elections is hereby authorized to take all appropriate action necessary to carry into effect and accomplish the provisions of this Resolution. This special election shall be canvassed by the County Canvassing Board.

The full text of the proposed City Charter Amendments is available at the office of the City Clerk located at 1666 Kennedy Causeway, Suite 700, North Bay Village, FL 33141.

Section 3. Copies. That copy of this Resolution proposing the Charter Amendments are on file at the office of the City Clerk located at 1666 Kennedy Causeway, Suite 700, North Bay Village, FL 33141, and are available for public inspection during regular business hours.

Section 4. Effectiveness. That the Charter Amendments provided for in Section 1 above shall become effective, if the majority of the qualified electors voting on the specific Charter Amendment vote for its adoption, and it shall be considered adopted and effective upon certification of the election results. Following adoption of the Charter Amendments, the City Clerk shall file the adopted Charter Amendments with the Clerk of the Circuit Court of Miami-Dade County.

Section 5. Inclusion in the Charter. It is the intention of the City Commission and it is hereby provided that the Charter Amendments shall become and be made a part of the Charter of the City of North Bay Village; that Sections of this Resolution may be renumbered or re-lettered to accomplish such intention.

Section 6. Effective Date of Resolution. That this Resolution shall become effective immediately upon adoption hereof.

The motion to adopt the foregoing Resolution was offered by Commissioner Oscar Alfonso, seconded by Vice Mayor George A. Kane.

FINAL VOTE AT ADOPTION:

Mayor Joseph S. Geller	<u>Yes</u>
Vice Mayor George A. Kane	<u>Yes</u>
Commissioner Oscar Alfonso	<u>Yes</u>
Commissioner Reinaldo Trujillo	<u>Yes</u>
Commissioner Paul Vogel	<u>Yes</u>

PASSED and ADOPTED this 30th day of July, 2008.

MAYOR JOSEPH S. GELLER

ATTEST:

YVONNE P. HAMILTON, CMC
City Clerk

APPROVED AS TO FORM:

ROBERT L. SWITKES
City Attorney

City of North Bay Village Resolution: 2008 Charter Amendments, Section 4.02.

December 27, 2008

MEMO FOR: Anne K. Swanson, Aide to Commissioner Weithorn

Cc: Deede Weithorn

FROM: Frank Del Vecchio, Member, Transparency, Reliability, Accountability Committee (TRAC)

SUBJ: Agenda Item, Jan. 15, 2009 TRAC Meeting

I request that these items be included in the Jan. 15, 2009 TRAC meeting agenda:

1. Completion of business as an ad hoc committee, and schedule of remaining meetings.

The city clerk lists Wed. May 6, 2009 as the expiration of terms of the members of the TRAC committee. Consequently, I recommend that Thursday, April 30, be scheduled as the last regular meeting of the committee. The 2009 meeting dates would be Jan. 15, Feb. 12, March 12, April 16, April 30.

2. Continuing transparency, reliability, accountability initiatives.

I have researched the resolutions establishing the city commission committees, beginning with Resolution No. 94-21382, adopted Nov. 2, 1994, and most recently modified Nov. 25, 2003 (Resolution No. 2903-25446).

Although the responsibilities of the three committees are relatively narrow, those of the Finance and Citywide Projects Committee embrace more of the transparency, reliability and accountability elements represented by TRAC initiatives than any other.

I recommend that transparency, reliability and accountability considerations be assigned by the city commission to the Finance and Citywide Projects Committee. In the event it is deemed necessary to expand the responsibilities of that committee to provide for this, the language of the Resolution could be as follows – [text added is underlined].

“the Finance and City-Wide Projects Committee shall hear issues related to municipal finance and City-wide capital improvements projects, and address transparency, reliability and accountability concerns, opportunities and initiatives.”

3. Additional TRAC Initiative.

I recommend that the committee adopt the proposal by Morris Sunshine, Ph.D., to include information about Special Events applications, permits issued, and after-action reports, on the city's web site. Specifically, there should be a log of applications submitted, with a description of the location and dates of the special event permit requested, information about public presentations and discussions scheduled to be held on the application, a timely log of permits granted, and a summary of after-action reports prepared subsequent to each event.

From: Frank Del Vecchio [fdelvecchio@atlanticbb.net]
Sent: Wednesday, January 14, 2009 11:22 AM
To: Swanson, Anne
Subject: TRAC Agenda. Jan. 15

Attachments: Ad Hoc & Mayors' Committees.doc; ARTICLE III City Code.doc
ANNE: Probably this e-mail and attachment should also be included in the TRAC agenda package.

Frank Del Vecchio

Date: Tue, 13 Jan 2009 14:52:01 -0500
To: Anne K. Swanson<anneswanson@miamibeachfl.gov>
From: Frank Del Vecchio <fdelvecchio@atlanticbb.net>
Subject: "Sunsetting" the TRAC Committee
Cc: Deede@miamibeachfl.gov, Robert Parcher<RobertParcher@miamibeachfl.gov>, A. C. Weinstein<acweinstein@miamibeachfl.gov>

Jan. 13, 2009

MEMO FOR: Anne Swanson, Aide to Commissioner Weithorn

FROM: Frank Del Vecchio, Member, Transparency, Reliability, Accountability Committee (TRAC)

SUBJ: Section 2-23, City Code: "Serving on more than one agency, board or committee"

See subsection 2-23(b) definition of "ad hoc" committee and "mayor's board or committee". It appears that TRAC as a "mayor's committee" may not be bound by the definition of an "ad hoc" committee, which is not to exceed one year in duration. If that is the case, it is apparent that the mayor has flexibility in deciding on the duration of the TRAC committee.

Although the city clerk's listing of the expiration dates for the terms of the members is 5-6-09, if the mayor wishes to continue the committee in operation it appears that is open to her. Consequently, as Commissioner Weithorn suggested at the last meeting, the chairman and the committee might want to make a recommendation to the mayor concerning extending its mission and its duration.

"...nor shall this section prohibit a person from serving on more than one agency, board or committee when such other membership is on an agency, board or committee designated as ad hoc, which is defined as an agency, board or committee which is created to carry out a specified task to be accomplished within a stated time period, not to exceed one year, at which time it automatically ceases to exist, or when such other membership is on an agency, board or committee created by the mayor as a mayor's board or committee." [Excerpt from 2-23(b).]

Sec. 2-23. Serving on more than one agency, board or committee.

(a) **No person shall be appointed or elected to, or serve on, more than one agency, board or committee of the city**, whether such agency, board or committee is now existing or hereafter created or constituted under the state constitution, act of legislature, the Charter of the city, or any ordinance or resolution of the city commission. Any person appointed or elected to and accepting appointment or election to more than one agency, board or committee, whether appointive or elective, shall be deemed to have forfeited forthwith all appointment or election to any and all prior agencies, boards or committees in which he shall have been a member.

(b) **This section shall not apply to** city employees who are appointed or elected to city agencies, boards or committees which pertain to city personnel or city pension funds, nor shall this section prohibit a city agency, board or committee member from serving on another city agency, board or committee when such service by persons holding a particular board membership is required by law or by contract, **nor shall this section prohibit a person from serving on more than one agency, board or committee when such other membership is on an agency, board or committee designated as ad hoc, which is defined as an agency, board or committee which is created to carry out a specified task to be accomplished within a stated time period, not to exceed one year, at which time it automatically ceases to exist, or when such other membership is on an agency, board or committee created by the mayor as a mayor's board or committee.**

ARTICLE III. AGENCIES, BOARDS AND COMMITTEES*

***Cross references:** Community development advisory committee, § 34-1; Miami Beach Redevelopment Agency, § 34-56 et seq.; advisory board for safe neighborhood improvement district no. 1, § 34-150; advisory board for safe neighborhood improvement district no. 2, § 34-175; advisory board for safe neighborhood improvement district no. 3, § 34-200; advisory committee for state housing initiative partnership, § 58-126 et seq.; commission on the status of women, § 62-1; community relations board, § 62-2; Hispanic affairs committee, § 62-3; police/citizen relations committee, § 62-4; marine authority, § 66-66 et seq.; nuisance abatement board, § 70-206 et seq.; personnel board, § 78-1; governing board for employees benefit plan, § 78-56 et seq.; governing board for employees group life insurance plan, § 78-143; medical board for police officers and firefighters supplemental pension, § 78-221; art in public places committee, § 82-561 et seq.; visitor and convention authority, § 102-246 et seq.; tourist and convention center expansion authority, § 102-276 et seq.; transportation and parking committee, § 106-8; planning board, § 118-51 et seq.; design review board, § 118-71 et seq.; historic preservation board, § 118-101 et seq.; board of adjustment, § 118-131 et seq.; historic preservation board and design review board joint review board of projects, § 118-531 et seq.

DIVISION 1. GENERALLY

Sec. 2-21. Applicability of division.

Unless where otherwise stated, this division shall have applicability to all agencies, boards and committees of the city, including those related to the city redevelopment agency. The provisions of this division shall apply to the following agencies, boards or committees of the city only in those instances in which the applicable legislation or contract is silent concerning a matter set forth within this division:

- (1) Governed by federal, state or county law;
 - (2) Created by contract;
 - (3) Relate to land use issues (see City Code Subpart B);
 - (4) Relate to pension funds;
 - (5) Referred to as "commission committees" on which city commissioners serve as members; or
 - (6) Exempt from certain provisions of this division.
- (Ord. No. 97-3086, § 1.1, 7-2-97; Ord. No. 2006-3543, § 1, 12-6-06)

Sec. 2-22. General requirements.

Except as otherwise specifically provided:

- (1) All agencies, boards and committees shall express a statement of their bodies' purpose.

(2) All agencies, boards and committees shall appoint a chairperson and a vice-chairperson, or a chair shall be appointed by the mayor in cases dealing with a mayor's board or committee.

(3) The enabling legislation for all agencies, boards and committees shall contain qualifications for membership as to knowledge and experience.

(4) Members of agencies, boards and committees shall be affiliated with the city; this requirement shall be fulfilled in the following ways:

a. An individual shall have been a resident of the city for a minimum of six months; or

b. An individual shall demonstrate ownership/interest for a minimum of six months in a business established in the city for a minimum of six months.

Exceptions to subsections (4)a. and b. of this section shall only be permitted if it is determined by the city commission that an agency, board or committee requires the membership of an individual with a specific position, knowledge, experience or expertise not available in another individual who may otherwise comply with the terms of subsections (4)a. and b. of this section.

(5) All ad hoc agency, board and committee terms shall be one year; all other agency, board and committee terms shall be two years, expiring on December 31 and commencing on January 1.

a. Members appointed by individual city commissioners (referred to as "direct appointees") to a specific agency, board or committee shall serve for no more than eight consecutive years on such agency, board or committee.

Notwithstanding any other provision of the City Code or of any resolution, commencing with terms beginning on or after January 1, 2007, the term of every board member who is directly appointed by a member of the city commission shall automatically expire by December 31 of the year the appointing city commissioner leaves office.

b. Members appointed by the city commission as a whole (referred to as "at-large appointees") to any agency, board or committee shall serve for no more than six years on any agency, board or committee as an at-large appointee. Nothing set forth in this subsection shall prohibit any individual from being reappointed (and serving up to six years) to any at-large position after a hiatus of two years. However, individuals serving on an agency board or committee who will have otherwise served six years as of December 16, 2006, may serve the remainder of their existing term.

Term limits set forth in subsections (5)a. and b. of this section shall be measured retroactively from an individual's initial appointment to membership on an agency, board or committee.

Exceptions to subsection (5)b. of this section shall only be permitted if it is determined by the city commission that an agency, board or committee requires the membership of a registered architect or registered landscape architect who does not otherwise comply with the terms of subsection (5)b. hereinabove.

(6) An individual member can serve as a chairperson of a specific agency, board or committee for no more than four consecutive years.

(7) All agency, board and committee terms shall be staggered upon initial appointment by the city commission.

(8) All agencies, boards and committees shall be supported by a city department. The supporting department shall make every effort to provide appropriate assistance with the mailing of meeting summaries, agendas and notices.

(9) If any member of an agency, board or committee fails to attend 33 percent of the regularly scheduled meetings per calendar year, such member shall be automatically removed. To calculate the number of absences under the 33 percent formula, .4 or less rounds down to the next whole number and .5 or more rounds up to the next whole number.

(10) During meetings, a standard sign-in register must be completed by members of agencies, boards or committees. If there is not a quorum to conduct agency, board or committee business, attendance and absences must otherwise be recorded.

(11) Attendance shall be recorded when an individual arrives within 30 minutes of the scheduled meeting time and remains for at least 70 percent of the meeting.

(12) All agencies, boards and committees shall meet at least once quarterly, unless otherwise indicated in this chapter.

(13) The chairperson or his designee shall biannually submit a completed written report form, supplied by the city administration, to the city commission and city manager. Additionally, the chairperson or his designee shall annually present an oral report to the commission and city manager. The contents of both the report form and the oral report shall be approved by the submitting agency, board or committee prior to the presentations.

(14) Upon appointment, individuals shall receive an explanation of the government in the sunshine law, public records law, conflict of interest policy, mission statement, attendance requirements and other pertinent information.

(15) Individuals serving on an agency, board or committee as ex officio members shall be nonvoting members.

(16) The issue of conflict of interest/abstention impairs an individual's ability to be an effective member of an agency, board or committee. Members of any city agency, board or committee shall abide by the applicable provisions of F.S. ch. 112; County Code chapter 2 and article VII of this chapter, and any other applicable provisions of law, regarding conflicts of interest.

(17) Members of the community shall be encouraged to attend agency, board and committee meetings.

(18) Members of agencies, boards and committees shall be encouraged to make recommendations for the filling of vacancies on their respective bodies.

(Ord. No. 97-3086, § 1.2, 7-2-97; Ord. No. 99-3168, § 1, 1-20-99; Ord. No. 2000-3231, § 1, 2-9-00; Ord. No. 2006-3543, § 1, 12-6-06)

Sec. 2-23. Serving on more than one agency, board or committee.

(a) No person shall be appointed or elected to, or serve on, more than one agency, board or committee of the city, whether such agency, board or committee is now existing or hereafter created or constituted under the state constitution, act of legislature, the Charter of the city, or any ordinance or resolution of the city commission. Any person appointed or elected to and accepting appointment or election to more than one agency, board or committee, whether appointive or elective, shall be deemed to have forfeited forthwith all appointment or election to any and all prior agencies, boards or committees in which he shall have been a member.

(b) This section shall not apply to city employees who are appointed or elected to city agencies, boards or committees which pertain to city personnel or city pension funds, nor

shall this section prohibit a city agency, board or committee member from serving on another city agency, board or committee when such service by persons holding a particular board membership is required by law or by contract, nor shall this section prohibit a person from serving on more than one agency, board or committee when such other membership is on an agency, board or committee designated as ad hoc, which is defined as an agency, board or committee which is created to carry out a specified task to be accomplished within a stated time period, not to exceed one year, at which time it automatically ceases to exist, or when such other membership is on an agency, board or committee created by the mayor as a mayor's board or committee.

(Code 1964, § 2-1.3; Ord. No. 93-2888, § 1, 12-1-93; Ord. No. 96-3031, § 1, 1-24-96; Ord. No. 97-3086, § 1.3.1, 7-2-97)

State law references: Prohibition against dual office holding, Fla. Const., art. II, § 5.

Sec. 2-24. Termination of office of agency, board and committee members.

(a) *Expiration of terms.* All persons serving on city agencies, boards or committees shall cease to hold office when a successor is duly appointed, or 60 days after expiration of the term of their office, as such term is specified in the ordinance, resolution or other law creating such office, whether or not a successor has been appointed, whichever occurs first, and such persons shall at that time cease to exercise any rights, power or prerogatives of office.

(b) *Exceptions.*

(1) This section shall not apply to persons appointed to serve for a specified term "and until a successor is appointed," or words to that effect; such persons shall continue to serve until reappointed or a successor is appointed by the city commission.

(2) This section shall not apply to any agency, board, committee, commission or authority governed by federal, state or county law.

(c) *Notification of vacancies.* The city manager shall give advance notice to the city commission, by notification in the agenda, of any and all future vacancies affected by this section.

(Code 1964, § 2-1.3.1; Ord. No. 97-3086, § 1.3.2, 7-2-97)

NOTE FOR TRAC MEETING.

THERE ARE A NUMBER OF DEPARTMENTS WHICH HAVE NO EXPOSURE ON THE CITY'S WEB SITE. FOR EXAMPLE, SANITATION AND SPECIAL EVENTS.

LET'S TALK ABOUT SPECIAL EVENTS. RESIDENTS WOULD LIKE ACCESS TO;

1. THE TEXT OF THE ENABLING LAW THAT ESTABLISHED THE JURISDICTION OF THE SPECIAL EVENTS DIVISION.
2. COPIES OF APPLICATIONS FOR SPECIAL EVENTS PERMIT AS THEY COME IN.
3. When and where the application will be open to public discussion.
4. COPIES OF FULLY APPROVED APPLICATIONS FOR SPECIAL EVENTS preceded by a brief executive summary of key provisions. (This could be some sort of standardized form.)
5. after-action report focussing on compliance or non-compliance with terms of the Special Event permit.

#

A handwritten signature in cursive script that reads "M Sunshine". The signature is written in black ink and is positioned in the lower half of the page.