



## Cover Memorandum/Staff Report

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**File #:** 25-743

**Agenda Date:** 6/17/2025

**Item #:** 7.D.

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**TO:** Mayor and Commissioners  
**FROM:** Lynn Gelin, City Attorney  
**DATE:** June 17, 2025

AMENDMENT TO LOCAL RULES OF PROCEDURE AND QUASI-JUDICIAL RULES

**Recommended Action:**

Motion to approve amendment to Local Rules of Procedure and Quasi-Judicial Rules.

**Background:**

On August 24, 2020, a workshop was held by the City Commission wherein changes to the process for appointing board members were discussed. As part of that discussion, the Commission determined that as a matter of policy, board members currently sitting on a City-board could not be considered for appointment to another board until the expiration of their term. This policy from the City Commission is not memorialized in the City's Local Rules.

The current rule provides that *"No application for appointment shall be considered for a current board member whose term has not yet expired."* However, the rule does not address board members who resign or are removed from City boards.

Staff proposes the inclusion of the following language:

Board members that resign or are removed from their seat prior to the expiration of their term, shall not be considered for appointment to any other board until the term from which they resign or removed from has expired.

This clarification would ensure consistency in interpreting and applying the Rules regarding resignations or removals from City boards and prevent circumvention of the term limits or appointment process.

**City Attorney Review:**

Approved as to Form and Sufficiency.