

MEMORANDUM

Town Clerk's Office

TO: Tom Willi, Town Administrator
FROM: Janet Gale, Office Assistant
THROUGH: Barbara McDaniel, CMC, Assistant Town Clerk
THROUGH: Russell Muniz, Town Clerk
DATE: May 4, 2001
SUBJECT: Site Plan Committee Term Expirations

The terms for Site Plan Committee members expire June 2001. Listed below are the current members, the number of missed meetings, and the number of times each member has abstained from voting while serving their current term on the Site Plan Committee:

<u>Members</u>	<u>Absences</u>	<u>Abstentions</u>	<u>Appointed by</u>
James Aucamp, Jr., Landscape	2	0	Cox
Sam Engel Jr., Architect	6	1	Clark
Jeff Evans, Architect	2	2	Venis
James Marcellino	8	0	Weiner
Judy Paul, Vice-Mayor	1	0	Paul

The Committee has held 21 meetings during the current term. All members have expressed a desire to continue serving the Town in this capacity.

This Committee is governed by Code Sections 2-151; 2-152; and 2-153. Its members are appointed for one-year terms through exclusive nominations by the Town Council. The Committee consists of five legal residents of the Town and, whenever possible, includes an architect, a landscape architect, and an urban planner or designer.

Please note that pursuant to FSS 112.3145(7), appointing officials shall notify newly appointed officials (which is defined to include appointees to a board) of their duty to comply with disclosure requirements prior to the date of the appointment.

Section 760.80 of the Florida Statutes requires that statutorily created decision making or regulatory boards select, from among the best-qualified persons, those persons whose appointment would ensure that the membership of the board accurately reflects the proportion of each group of the area's minority population represented by the board. Section 760.80 also requires that the board's membership be determined by the most recent federal decennial census which is as follows:

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1990 Census Minority Groups Percentage

African American 3.7%

Hispanic American 10%

Asian American 1.7%

Native American .2%

American Women 51%

When appointing members to this board, the appointing authority should give weight to the above minority groups.

I would appreciate it if these appointments could be placed on the May 16th Council agenda.

c: Town Council
Monroe Kiar

_____Approved_____Denied_____Hold for Discussion

Comments:

Date

Initials/reviewed by