

MEMORANDUM

Administrative Services

Town Clerk

Risk Management

Human Resources

TO: Robert Middaugh, Town Administrator
FROM: Janet Gale, Office Assistant
THROUGH: Barbara McDaniel, CMC, Assistant Town Clerk
THROUGH: Gail Reinfeld, MMC, Administrative Services Director
DATE: April 18, 2000
SUBJECT: Planning and Zoning Board

The Planning and Zoning Board member's terms expire on May 23, 2000. Listed below are the current members, together with an indication of the Councilmember who made the appointment, and the number of absences and abstentions each member has had in the past year.

<u>Members</u>	<u>Appointed by</u>	<u>Absences</u>	<u>Abstained</u>
Michael Davenport	Cox	1	0
George Greb	Weiner	1	0
Lawrence Jay Davis	Paul	0	0
John Pisula	Bush	resigned	-
Jay Stahl	Venis	1	0

Please note that the Committee has held 22 meetings during its current year and this Board is governed by Code Sections 2-136; 2-137; and 2-138. Its members are appointed for one year terms commencing on the fourth Wednesday in May and with the exception of Mr. Pisula, all have expressed their desire to continue serving the Town in this capacity.

Please be reminded that pursuant to FSS 112.3145(7), appointing officials (Council) shall notify each newly appointed official (which is defined to include appointees to a board) of his/her 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:

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 Council agenda at your earliest convenience.

c: Town Council