

M E M O R A N D U M

Date: April 8, 2014

TO: Town Commission
FROM: Dave Bullock, Town Manager
SUBJECT Commission Appointments to Town Boards and Committees – Request for Extension of Time for Compliance with Training Requirement

Each year, the Town Commission considers appointments and reappointments of citizens to the Town's Boards and Committees. The Town Commission established a policy through adoption of Ordinance 2010-09 requiring all appointed/reappointed members to take a mandatory educational class pertaining to the Sunshine, Public Records, and Ethics laws within 90 days of appointment/reappointment.

Over the past several years, this requirement was met by scheduling a video presentation to the Board's/Committee's at the first meeting following appointments and/or reappointments. With recent cases being filed against other local governmental agencies and their advisory boards (i.e. City of Sarasota, City of North Port, St. Armand's Circle Business Improvement District) alleging Sunshine and public records violations, the Town Attorney, in conjunction with the Town Clerk, felt it was important to provide thorough training over and above the video presentation currently utilized.

The Town Commission's most recent appointments occurred on May 5, 2014, which would require those individuals to complete their educational classes by August 7, 2014. The Town Attorney has confirmed that the Manatee County Attorney's Office can provide free training to our board members the afternoon of September 29, 2014, and has requested that the Town Commission make attendance mandatory for all Board and Committee members, including those serving on Ad-Hoc Committees.

In order to accomplish this training, it is necessary for the Town Commission to grant an extension of time for compliance to September 29, 2014, to those Board members who were appointed on May 5, 2014. Additionally, by scheduling the session in September, it will provide the required educational class to those citizens that will be appointed on September 8, 2014, to the redefined Pension Board of Trustees and will ensure all Board and Committee members have a current understanding of these laws which they are required to comply with. If any violations are alleged against members of these appointed boards in the future, the Court's will look closely at the level of education provided and could hold the individual who knowingly violates the law accountable for his/her actions.

This request for the Commission to grant this extension of time for compliance to September 29, 2014, and require mandatory participation for all Board and Committee members is placed on the July 7, 2014, Regular Meeting Consent Agenda for formal action. Approval of the Consent Agenda will provide for both requested actions.



End of Agenda Item