

# TOWN OF PALM BEACH

Information for Town Council Meeting on: November 10, 2020

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To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Jay Boodheshwar, Deputy Town Manager

Re: Review of Boards and Commissions, Relative to Total Members and Ratio of Regular and Alternate Positions

Date: November 2, 2020

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## **STAFF RECOMMENDATION**

Staff recommends the Mayor and Town Council review the analysis and recommendations below, relative to the total number of members and the ratio of regular and alternate positions on the Town's various boards and commissions, and provide direction as necessary.

## **GENERAL INFORMATION**

As previously indicated to the Mayor and Town Council, staff has completed an assessment of the Town's various boards and commissions, focusing on the size and ratio of regular vs. alternate positions. This effort was undertaken to determine if modifications were warranted to ensure the greatest degree of effectiveness and efficiency for the work of each government body.

A review of the Town's ordinances and resolutions that created the boards and commission, as well as the minutes from the meetings when said ordinances were approved, was conducted, as was a survey of neighboring communities and the make-up of their government bodies. Each department director reviewed the boards and/or commissions they facilitate and made recommendations, which are incorporated in the attached for your consideration. Ten (10) bodies were reviewed, including ARCOM, Code Enforcement Board, Investment Advisory Commission, Landmarks Preservation Commission, Planning and Zoning Commission, PERC, Recreation Advisory Commission, Retirement Board of Trustees, Shore Protection Board, and the Underground Utilities Taskforce. Recommendations are included in the attached for the following boards and commissions only. All others are recommended to remain as is.

### **Architectural Commission (ARCOM)**

Current:	10 members (7 regular and 3 alternates)
Recommended:	7 members (5 regular and 2 alternates)
Current Vacancies:	1 regular member (Architect)

**Landmarks Preservation Commission**

Current: 10 members (7 regular and 3 alternates)  
Recommended: 7 members (5 regular and 2 alternates)  
Current Vacancies: 0 vacancies

**Planning & Zoning Commission**

Current: 10 members (7 regular and 3 alternates)  
Recommended: 7 members (5 regular and 2 alternates)  
Current Vacancies: 2 alternates

**Recreation Advisory Commission**

Current: 10 members (7 regular and 3 alternates)  
Recommended: 7 members (7 regular and 0 alternates)  
Current Vacancies: 1 alternate

**Shore Protection Board**

Current: 10 members (7 regular and 3 alternates)  
Recommended: 5 members (5 regular and 0 alternates)  
Current Vacancies: 1 alternate

If Council desires to act on any of the recommendations, code modifications would be required so staff will need to work with the Town Attorney to prepare applicable ordinances for consideration at future Town Council meetings to effectuate any desired changes. Further, staff suggests board and commission sizes be reduced through attrition. For your reference, attached are copies of the ordinances and resolution that created the five boards and commissions in question, as well as their current rosters.

**Attachments**

cc: Boards and Commissions  
John C. Randolph, Town Attorney  
Department Directors