

RESOLUTION 97- 88

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, TO APPROVE THE BYLAWS OF THE ST. JOHNS COUNTY "INTERGOVERNMENTAL COMMITTEE."

WHEREAS, the Intergovernmental Committee of St. Johns County was established in 1985; and

WHEREAS, the Intergovernmental Committee is composed of representatives from each of the taxing authorities of St. Johns County; and

WHEREAS, the purpose of the Intergovernmental Committee is to facilitate communication and cooperation between the Governmental Taxing Authorities of the County; and

WHEREAS, such communication and cooperation have already resulted in tangible benefits to the citizens of St. Johns County; and

WHEREAS, the Intergovernmental Committee has drafted Bylaws and sent them to the member entities of the Committee for review and comment; and

WHEREAS, The Board of County Commissioners of St. Johns County has reviewed the Bylaws of the Intergovernmental Committee and finds them acceptable as presented [or: and returns them with the following amendments];

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of St. Johns County approves the Bylaws of the Intergovernmental Committee [as amended] and remands them to the Intergovernmental Committee for final review and action.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, State of Florida, this 27th day of May, 1997.

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

BY: _____

Chairman

ATTEST: Cheryl Strickland

BY: _____

Deputy Clerk

BY-LAWS INTERGOVERNMENTAL COMMITTEE

NAME:

The name of the organization shall be the Intergovernmental Committee.

MEMBERSHIP:

The Intergovernmental Committee shall consist of two (2) members for each of the elected taxing bodies of St. Johns County: one (1) member shall serve as the active representative to the Committee and the other member shall serve as an alternate. These elected bodies shall include but not be limited to:

Board of County Commissioners
St. Augustine City Commission
St. Augustine Beach City Commission
Hastings Town Council
St. Johns County School Board
St. Augustine/St. Johns County Airport Authority
St. Augustine Port, Waterway and Beach District
Anastasia Mosquito Control
Ponte Vedra Municipal Service District
St. Johns River Water Management District

Each member shall have one (1) vote. Non-elected administration staff members from each board should attend. They will have the same rights as the Committee members do in voicing opinions, offering information, and discussing issues, but cannot make motions or vote.

ROTATION OF MEMBERS:

It is desirable for all agencies to rotate their representation on the Committee. The method of rotation is to be determined by the individual agencies; however, a two (2) year cycle is recommended with alternate seats being rotated each year. This method will allow all elected officials an opportunity to serve and also ensure continuity. New membership will be seated at the March reorganizational meeting.

PURPOSE:

The purpose of the Intergovernmental Committee is to provide an organized forum for communication, discussion and appropriate action among the various elected taxing authorities of St. Johns County.

The Intergovernmental Committee can, at the request of a local member board, vote to endorse action on matters already acted on by that board.

Intergovernmental Committee members have the right to open discussion of all matters before any member board but the Intergovernmental Committee cannot vote on matters that are currently being acted on by a member board.

Intergovernmental Committee members can move for a vote to request a member board to consider action on a matter that has not been before that board or that is not currently before that board. Committee members cannot motion for a vote to request consideration of action by the member board they represent.

MEETINGS:

All meeting shall take place in the Sunshine and adhere to Florida Statutes governing discussions among elected officials.

Meetings will generally be conducted according to Roberts Rules of Order; Revised.

Meetings will generally be held at the administrative site of the Chairman of the Intergovernmental Committee. Meetings may be held at other designated sites following a majority vote by a quorum of the Committee.

The frequency, day and hour of the meeting will be determined annually by a majority vote of the Committee at its March reorganization meeting.

Special meetings may be called by the Chairman upon the request of any member.

QUORUM:

A quorum shall consist of the Chairman, or Acting Chairman, plus at least one (1) member of three (3) of the member agencies.

OFFICERS:

Officers of the Committee shall include a Chairman and Vice Chairman.

DUTIES OF OFFICERS:

Chairman:

- ▶ The Chairman shall preside at all meetings.
- ▶ The Chairman shall serve as, or appoint a, spokesperson for the majority decision of the Committee.
- ▶ The Chairman shall, with the input of the Committee, set the agenda for monthly meetings.

Vice-Chairman:

- ▶ The Vice-Chairman shall perform the duties of the Chairman in his/her absence.

Recording Secretary:

- ▶ Unless otherwise designated by the Committee, the Recording Secretary will be provided by the agency represented by the Chairman of the Committee.
- ▶ The Recording Secretary shall record and distribute the minutes of meetings, prepare the agenda through the direction of the Chairman, solicit input by members of the Committee, and inform members of the time and date of all meetings.
- ▶ The Recording Secretary shall serve as Custodian of all records and past minutes of the Committee.

REORGANIZATION:

A reorganizational meeting of the Committee shall be held during the regular March meeting of the Committee each year.

During the annual organizational meeting, the Committee shall:

- Elect the Chairman and Vice-Chairman
- Determine the meeting frequency, date, and time
- Determine the meeting site
- Designate the Recording Secretary

REVISION OF BY-LAWS:

The By-laws may be revised by a majority vote of a quorum of the Committee. All members must be notified of any revisions that are made.