

CITY OF FORT PIERCE - OFFICE OF THE CITY ATTORNEY

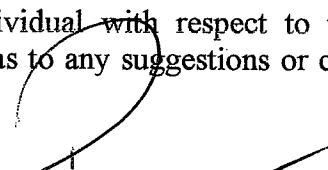
MEMORANDUM

TO: Fort Pierce Mayor & Commissioners
FROM: Robert V. Schwerer, Esq., City Attorney
SUBJECT: Citizens Advisory Budget Committee
DATE: January 14, 2010

Attached for your consideration is Resolution 10-04 establishing the City of Fort Pierce Citizen Advisory Budget Committee. It is also forwarded this date to the City Manager.

Please note that the basic model for this Committee comes from the City of Daytona which was believed to provide the most workable type of committee for a city and budget of our size. It was also prepared after consultation with the City Manager and Director of Finance, both of whom have the responsibility of preparing the annual budget according to the charter and our codes. There is no pride of authorship here as far as this office is concerned, and the Commission is free to suggest revisions at your discretion.

As the City Manager is also the lead individual with respect to this Committee's productive functioning, please make inquiry of him as to any suggestions or comments he may have.



Robert V. Schwerer, Esq.
City Attorney

RVS/cf

cc: David L. Recor, City Manager
Cassandra Steele, City Clerk
Gloria Johnson, Finance Director

RESOLUTION NO. 10-04

A RESOLUTION CREATING A CITY OF FORT PIERCE, FLORIDA BUDGET ADVISORY COMMITTEE; PRESCRIBING ITS PURPOSE AND FUNCTION; SETTING THE NUMBER AND QUALIFICATIONS OF APPOINTED MEMBERS TO SAID ADVISORY COMMITTEE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the projections of revenues and expenditures of the annual budget of the City of Fort Pierce, Florida are the duties and responsibilities of the City Manager working in conjunction with the Director of Finance; and

WHEREAS, the City Commission recognizes the need to assist the City Manager with the review of certain assumptions and projections on which the City's proposed annual budget will be based on with respect to both revenues and expenditures; and

WHEREAS, the City Commission is further desirous of increasing the effectiveness and efficiency of City Government through the budget process by the creation of a Budget Advisory Committee for the purposes set forth herein; and

WHEREAS, the goals and objectives of the City of Fort Pierce in creating this Budget Advisory Committee are for a valid public purpose and serve to further that purpose.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Fort Pierce, Florida, that:

SECTION 1. There is hereby created a Budget Advisory Committee (the "Committee") which shall consist of five (5) members. Each City Commissioner shall appoint one member to serve for a term of one year commencing on October 1 of each year and ending on September 30 of the following year, except that the initial Committee members' terms shall commence upon their date of appointment the first year the Committee is established. [The Commission should consider whether designated City Department Staff member(s) for this Committee should be appointed by the City Manager as several jurisdictions have done.] Each Committee member shall serve at the pleasure of the City Commission. The Committee shall select from among its members a Chair, Vice Chair and Secretary to serve for the annual term. The meetings of the Committee shall be governed by basic rules of parliamentary procedure and minutes shall be recorded by the Secretary and maintained by the City as required by law.

SECTION 2. Each Committee member shall be a resident of the City of Fort Pierce, or a financial executive whose business is located within the City of Fort Pierce. Committee members shall possess special expertise and experience in management of large businesses, be a financial executive, or be a licensed CPA.

SECTION 3. Each Committee member shall serve without compensation and no funds shall be appropriated for the use thereof.

SECTION 4. All meetings of the Committee shall be coordinated by the City Manager and be conducted in conformance with Florida law, including, but not limited to, Public Records, Sunshine, Financial Disclosure, and Ethics.

SECTION 5. The purpose and function of the Committee shall be to review, study, and make suggestions or recommendations to the City Manager and City Commission with respect to the assumptions, estimates, and projections of revenues and expenditures underlying the City's annual budget, and in the identification of existing community needs and programs. Such suggestions and recommendations from the Committee shall be in the form of an annual written report. The report shall be submitted to the City Manager no later than May 1 annually. The City Manager shall forward the Committee's report to the City Commission with or without comment for the Commission's review.

SECTION 6. The actions and recommendations of the Committee shall not be final or binding on the City Manager or the City Commission, but shall be advisory only.

SECTION 7. This Resolution shall take effect immediately upon its adoption.

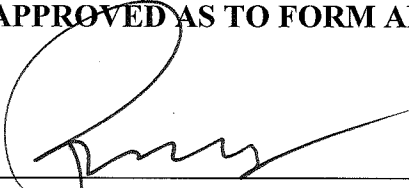
**ADOPTED BY THE CITY COMMISSION OF THE CITY OF FORT PIERCE,
FLORIDA THIS 14th DAY OF JANUARY, 2010.**

Robert J. Benton, III, Mayor

ATTEST:

Cassandra Steele
City Clerk

APPROVED AS TO FORM AND CORRECTNESS;



Robert V. Schwerer, Esq.
City Attorney