



OFFICE OF THE CITY ATTORNEY
Ronald J. Ramsingh, City Attorney
Eric Nordback, Assistant City Attorney
Nicholas Trovato, Assistant City Attorney
Amanda Willett, Paralegal
Claire Hurd, Legal Assistant

PHONE: (305) 809-3770
FAX: (305) 809-3771
EMAIL: cityattorney@cityofkeywest-fl.gov

THE CITY OF KEY WEST

1300 WHITE STREET
KEY WEST, FLORIDA 33040

To: Commissioner Hoover
From: Ron Ramsingh
Date: July 21, 2023
RE: City Boards, Residency Requirements

Dear Commissioner Hoover,

In support of your proposed amendment to the Planning Board appointment and residency requirements, I summarized the other city boards and their current requirements below:

<u>Board</u>	<u>Residency</u>	<u>Appointment</u>	<u>Removal</u>
Planning	City of KW only	Direct	Commission
HARC	City of Key West or Up to Big Coppitt With work in KW	Direct	Commission
Code Compliance	None/ 5 yr exp	Commission	Commission
Bight Board	City of KW or Up to South of 7-mile bridge W business in KW	Direct	Commission
Tree Commission	City of KW	Direct	Parallel w Commissioner or Removal by Comm.
Art in Public Places	City of KW	Direct	Parallel w Commissioner or removal by Comm.
Contractors Exam.Bd.	City of KW or just have Work/business in KW	Commission	Commission

BVRAC	In BV, or City of KW With social, recreational or religious connection to BV	Direct	Parallel w Commissioner or removal by Comm.
Housing Authority	None except 1 member Must live in Housing or receive benefits therefrom	Mayor w Comm. App. F.S.421.05	Silent
Parks and Recreation	City of KW or live up to And incl Big Pine w work/ Sports involvement in KW	Direct	Parallel w Commissioner or removal by Comm.
Citizen Review Board	City of KW	4 members by Comm. 3 by CRB	Parallel w Appointing rep 9 yr term limit
Civil Service Board	City of KW	Commission	Commission

Other Notable Ordinances & Regulations:

Sec. 2-282. - Appointment; tenure.

All persons who desire to serve on an **advisory** board shall be city residents, except as provided in section 46-62 of this Code or as otherwise provided by law. All such persons shall submit a resume to the city commission as part of their application. All advisory board members serve at the pleasure of the city commission and may be removed by majority vote of its full membership, notwithstanding that they were appointed for a specific term. No member derives any property rights in his appointed position.

Sec. 2-286. - Absences.

If a member of an advisory board is absent from three consecutive regular meetings or is absent from more than one-half of the regularly scheduled meetings during any six-month period, without prior approval of the chairperson, the advisory board shall declare the member's office vacant. The advisory board shall certify the vacancy to the city commission. The chairperson shall give approval for absence for reasons of personal illness, family illness and death in the family, and may approve an absence for such other reason as the chairperson deems reasonable.

Attorney General Opinion 03-41

If a quorum of a local board is physically present, the participation of an absent member by phone or other interactive electronic means is permissible when such absence is due to extraordinary circumstances such as illness. Whether a scheduling conflict rises to that level is up to the "good judgement of the board".