



Office of  
**INDIAN RIVER COUNTY  
ATTORNEY**

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Dylan Reingold, County Attorney  
William K. DeBral, Deputy County Attorney  
Susan J. Prado, Assistant County Attorney

**MEMORANDUM**

**TO:** Board of County Commissioners  
**THROUGH:** John Titkanich, Jr., County Administrator  
**FROM:** Dylan Reingold, County Attorney  
**DATE:** June 7, 2023  
**SUBJECT:** Monitoring of Committees

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**BACKGROUND.**

On September 13, 2011, the Indian River County Board of County Commissioners (“Board”) approved Resolution 2011-72, which appointed the County Attorney as the monitor of committee terms for various committees established by the Board. Except for the Public Safety Council for Criminal Justice, Mental Health, and Substance Abuse, the County Attorney’s Office does not serve as the staff for any of the committees. And except for the regulatory commissions and boards, as set forth in section 103.03 of the Indian River County Code of Ordinances, the County Attorney’s Office does not regularly attend the committee meetings. These committees are in reality staffed by the Commission Office staff. The Commission Office staff generally prepares the notices for the meetings, emails committee members on attendance and takes minutes of the meetings. On November 22, 2022, the Board voted to increase the number of commissioner assistants from three full time to five full time assistants. Thus, the County Attorney’s Office respectfully requests that the Board authorize the County Attorney’s Office to draft a resolution delegating the monitoring of the committee terms to the Commission Office staff.

**RECOMMENDATION.**

The County Attorney recommends that the Board authorize the County Attorney’s Office to draft a resolution delegating the monitoring of the committee terms to the Commission Office staff.