



Office of

**INDIAN RIVER COUNTY
ATTORNEY**

Jennifer W. Shuler, County Attorney
Susan J. Prado, Deputy County Attorney
Christopher A. Hicks, Assistant County Attorney

MEMORANDUM

TO: Board of County Commissioners
THROUGH: John Titkanich, Jr., County Administrator
FROM: Jennifer W. Shuler, County Attorney
DATE: November 18, 2024
SUBJECT: Monitoring of Committees

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. On June 20, 2023, the Board approved Resolution 2023-044, transferring the responsibilities of monitoring the committee terms to the Commission's Office Staff.

After reconsideration, it was decided that it would be more feasible for the County Attorney's Office to handle the function of monitoring the committee's terms. The Commission Office staff will continue to prepare the notices for the meetings, email committee members regarding attendance, and take minutes of the meetings. The proposed Resolution relegates the monitoring of committee terms to the County Attorney's Office.

RECOMMENDATION.

The County Attorney recommends that the Board adopt the proposed Resolution transferring the task of monitoring the committees listed on Exhibit A of the proposed Resolution back to the County Attorney's Office.