

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Administrative Board of Zoning and Appeals

Reference: *TMC Chapter 1112 Ordinance No. 170-04*

Purpose: *A. To hear and decide appeals of the decisions of the Commissioner of Building Inspection and Code Enforcement concerning the enforcement of the provisions of this Zoning Code in accordance with the procedures of Section 1111.2000.
B. To hear and decide appeals of the decisions of the Commissioner of Building Inspection and Code Enforcement concerning the provisions of Part 13 - Title 9 - Sign Code in accordance with the provisions of Section 1111.2000.
C. To hear and decide variance requests in accordance with the procedures of Section 1111.1700 and exception requests in accordance with the procedures of Section 1111.1800.*

Appointment: <i>Mayor</i>	Members: <i>7 members total, 5 mayoral appointments.</i>	Term Length: <i>5 years, except that the terms of members of the BZA so appointed shall be staggered so as to provide expiration of the term of one member each year.</i>
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Makeup: *A. One of such members shall be a member of the City Council who shall serve during his or her current elected term as councilperson.
B. One member shall be the Director of Public Service or his or her designee.
C. The other five members shall have been electors of the City for at least three years preceding the date of their appointment. One of such electors shall also be a member of the Plan Commission.
D. The Mayor may, with the advice and consent of the City Council, appoint two designated alternates. One alternate shall be a member of City Council, to serve as a substitute for the appointed councilperson and one shall be a member of the Plan Commission, to serve as a substitute for the appointed Plan Commission member.
E. The Mayor shall appoint five members for terms of five years each with the advice and consent of City Council, except that the terms of members of the Board of Zoning Appeals so appointed shall be staggered so as to provide expiration of the term of one member each year. In the event of a vacancy on the Board of Zoning Appeals, the Mayor shall appoint a qualified person to serve the unexpired term. The members shall serve until their successors are appointed and qualified.
F. The position of any of the five electors appointed to the Board of Zoning Appeals who misses three consecutive regular meetings shall be automatically vacated unless, for good cause shown, the Mayor excuses such absence.
G. Meetings of the Board of Zoning Appeals shall be held at least once a month unless there is no business to be considered by the Board of Zoning Appeals. There shall be a fixed place of meeting and all meetings shall be open to the public.*

**Boards, Commissions and Committees - Membership
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Arts Commission of Greater Toledo

Reference: *TMC Chapter 167 Ordinance No. 797-82, 793-93, 855-74, 358-72, 612-92*

Purpose: *A. To meet the future cultural needs of the region in the area of choral, operatic, orchestral, visual and communicative arts.
B. To increase and broaden the opportunities for Toledo area citizens to enjoy and participate in cultural activities.
C. To foster, stimulate and encourage cultural projects.
D. To promote interest and pride in the area's cultural heritage.
E. To enlist public interest and promote public understanding of cultural programs.
F. To help coordinate the work and programming of cultural groups in the area.*

Appointment: *Mayor* **Members:** *18 members* **Term Length:** *3 years, starting on June 15 each year.*

Makeup: *The Commission shall elect its own chairman and such officers as it deems necessary. The Commission may create from its members and/or persons who are not members, associate memberships and such committees and sub-committees as it shall deem necessary to carry out the function of the Commission. It shall prescribe its own rules of procedure and shall keep a record of its transactions and report annually to the Mayor and Council. It shall meet not less than once each month.*

**Boards, Commissions and Committees - Membership
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City Historic District Commission

Reference: *TMC Chapter 1112* *Ordinance No. 170-04, 314-12*

Purpose: *A. Designate landmark properties: Develop appropriate standards and guidelines reflecting the landmark's historic and architectural significance.*
B. Hear, review, grant, deny and recommend modifications to proposals for Certificates of Appropriateness involving environmental changes to landmarked properties. Applications for Certificates of Appropriateness must be judged using adopted historic landmark standards and guidelines.
C. Conduct a continuing survey of cultural resources in the City with the support of the Historic/Environmental Section, Department of Economic and Community Development.
D. Advise the Mayor, the Department of Economic and Community Development and other local officials and make recommendations as to the protection of the City's cultural resources.
E. Act as a liaison on behalf of the City to individuals and organizations concerned with historic preservation.
F. Review all proposed National Register nominations for properties within the City in a manner consistent with federal and state regulations, seeking expertise from disciplines not represented on the Commission as needed.
G. Notify the respective active neighborhood organization of any demolitions requiring City Historic District Commission review, which is in the respective Historic District. Notification must be given to the respective active neighborhood organization at least ten calendar days before the City Historic District Commission hearing.

Appointment: *Mayor*

Members: *11 members*

Term Length: *1, 2, or 3 years
Cannot exceed 10 years.*

Makeup: *A. The City Historic District Commission members must be composed of Neighborhood Delegates and Delegates-At-large.*
B. Three Delegates-At-Large may be a resident of a Historic District. Representation shall be from one of the following five organizations or areas of expertise: The American Institute of Architects (Toledo Chapter), The Landmarks Preservation Council of the Maumee Valley Historical Society, The City Plan Commission (A member of the Plan Commission or the Planning Director or the Planning Director's designee), American Society of Landscape Architects-Maumee Valley Section, and a delegate who has demonstrated special interest, experience, or knowledge in history, architecture, preservation, planning, or related disciplines.
C. Eight Neighborhood Delegates must be appointed from nominations made by, but not limited to, interested Historic District residents and neighborhood organizations. Selection of Neighborhood Delegates must be made from the following Historic Districts listed on or nominated for the National register of Historic Places. A majority of the Neighborhood Delegates must be residents of a Historic District. One delegate from the northern Historic Districts (Birckhead Place and Bronson Place or Bush Street), one delegate from the western

Historic Districts (Old West End or Englewood), one delegate from the central Historic Districts (Toledo Olde Towne or St. Clair St., Warehouse Produce, and Monroe Street), one delegate from the eastern Historic Districts or southern Historic District (Birmingham, East Toledo, Yondota and Spring Grove, or St. Peter & Paul), two delegates from Westmoreland, and two delegates from the Vistula Historic District.

D. In the event that the organizations designated in this subsection do not submit nominations within 60 days after a vacancy or after a request is made, the Mayor may appoint, on his own nomination, from any of the listed Historic Districts or Delegates-at-Large pursuant to the requirements of this section.

**Boards, Commissions and Committees - Membership
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Civil Service Commission

Reference: *TMC Chapter 8* *Ordinance No. Charter*

Purpose: *A. The Commission shall adopt, amend, and enforce a code of rules which shall have the force and effect of ordinances providing as to all positions in the classified service for appointment and employment based on merit, efficiency, moral character and industry.*

Appointment: *Mayor* **Members:** *3 electors* **Term Length:** *6 years*

Makeup: *A. The Commission shall annually designate one of its members as president, and shall appoint a secretary and such other employees as may be necessary. The salary of the secretary and other employees, and the salary of the commissioners, if any, shall be fixed by the Council; and a sufficient sum shall be appropriated each year to carry out the civil service provisions of this Charter.*
B. The Commission shall keep minutes of its proceedings and records of its examinations, make investigations concerning the enforcement of the civil service provisions of this Charter, and report annually to the Mayor.
C. Examinations shall be practical and impartial, and shall relate to those matters which will fairly test the relative capacity of the persons examined to discharge the duties of the position for which appointment is sought.

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Civilian Police Review Board

Reference: *Resolutions 1-91, 2-11*

Purpose: *A. To give citizens a fair and impartial appeal process for complaints of police misconduct or allegations in which a citizen is dissatisfied with the findings of Police Internal Investigations.
B. The Board may act in an advisory capacity to the Chief of Police on various issues such as policies and procedures.*

Appointment: *Mayor* **Members:** *13 members* **Term Length:** *District appointments will be appointed to 1 year terms with a maximum of three consecutive terms 3 years). All other members have 2 year terms and may serve a maximum of two terms 4 years).*

Makeup: *A. At least one member shall be selected from each of the six Council Districts of the City of Toledo.
B. At least one member shall be a member of the N.A.A.C.P. and at least one member shall be representative of the Hispanic community.
C. At least one member shall be a practicing attorney and at least one member shall have a background in human relations.
D. At least three members shall have backgrounds in law enforcement (but not active with the Toledo Police Division).
E. Each board member shall reside in the City of Toledo.
F. The remaining two members may be residents of any part of the City.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

**Comfort Heating, Cooling and Refrigeration
Board of Control**

Reference: *TMC Chapter 1313* *Ordinance No. 125-15*

Appointment: *Mayor* **Members:** *9 members* **Term Length:** *3 years*

Purpose: *A. The Boards of Control shall formulate rules and regulations governing the practice and business of comfort heating, cooling and refrigeration as may be necessary to carry out the provisions of this chapter.*

Appointment: *Mayor* **Members:** *9 members* **Term Length:** *3 years*

Makeup: *A. The chief inspector of the certified trade
B. A registered professional engineer
C. Three masters of the trade in question
D. Three citizens at large
E. A representative from the Civil Service Commission staff
F. The registered professional engineer and three masters of the trade must be residents of the City or principals in firms having their primary office inside the corporate limits of the City.
G. Two of the citizens at large shall be residents of the City and one may be a non-resident.
H. The representative from the Civil Service Commission staff shall be a non-voting member of the Board of Control.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Electrical Board of Control

Reference: *TMC Chapter 1311* *Ordinance No. 125-15*

Purpose: *A. The Boards of Control shall formulate rules and regulations governing the practice and business of electrical as may be necessary to carry out the provisions of this chapter.*

Appointment: *Mayor*

Members: *9 members*

Term Length: *3 years*

Makeup: *A. The chief inspector of the certified trade
B. A registered professional engineer
C. Three masters of the trade in question
D. Three citizens at large
E. A representative from the Civil Service Commission staff
F. The registered professional engineer and three masters of the trade must be residents of the City or principals in firms having their primary office inside the corporate limits of the City.
G. Two of the citizens at large shall be residents of the City and one may be a non-resident.
H. The representative from the Civil Service Commission staff shall be a non-voting member of the Board of Control.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Hispanic Affairs Commission

Reference: *TMC Chapter 168 Ordinance No. 694-96*

Purpose: *A. Advise the Mayor and members of Toledo City Council regarding all aspects of Hispanics in Toledo, including the barriers that impede, as well as opportunities, policies and programs available or necessary to spur, the advancement of the Hispanic community as it pertains to employment, education and economic development in the Toledo area.*
B. Compile and disseminate statistics, demographics, studies and reports regarding the Toledo Hispanic community in the area of employment, education, and economic development.
C. Provide assistance and advice to all City departments, divisions and agencies, but specifically to the Board of Community Relations, Office of Affirmative Action/Contract Compliance and the Department of Human Resources in pursuit of their respective goals and objectives as it pertains to Hispanics in Toledo.
D. Organize, develop, promote and sponsor activities and programs to realize the purpose and objectives of this chapter.
E. Serve as liaison, advocate and clearinghouse between the Toledo Hispanic community, the Mayor and members of Toledo City Council.

Appointment: *Mayor* **Members:** *7 members* **Term Length:** *4 years except the first appointments shall be for staggered terms as follows: one 1 year term, two 2 year terms, three 3 year terms and one 4 year term.*

Makeup: *A. Members of this Commission shall be representative of labor (1), business (1), employment (1), education (1) and community at large (3).*
B. The Hispanic Affairs Commission shall elect a chairperson from its membership. The Commission may opt to elect other officers, chairs and/or committees as it deems appropriate for the execution of its duties and powers under this chapter. Meetings shall be held monthly. Other meetings may be called as needed.

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

**Home Improvement and Home Remodeling
Board of Control**

Reference: *TMC Chapter 1313 Ordinance No. 125-15*

Purpose: *A. The Board of Control shall formulate rules and regulations governing the practice and business of home improvement and remodeling as may be necessary to carry out the provisions of this chapter.*

Appointment: *Mayor*

Members: *8 members*

Term Length: *3 years*

Makeup: *A. The inspector in charge
B. A civil engineer or architect
C. three license holders in the home improvement and remodeling business
 a. one of whom shall be a registered builder, two citizens at large
E. A representative from the Civil Service Commission staff
F. The civil engineer or architect and three license holders in the home improvement and remodeling business must be residents of the City or principals in firms having their primary office inside the corporate limits of the City.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Lucas Metropolitan Housing Authority (LMHA) Board of Commissioners

Reference: *Lucas County Boards and Commissions*

Purpose: *Make recommendations concerning business operations, management and general policies of the LMHA.*

Appointment: *Mayor*

Members: *5 members total,
2 mayoral appointments.*

Term Length: *5 years,
no term limit.*

Makeup: *A. Meets the third Wednesday of each month at 8:30 a.m. at various housing sites throughout the City of Toledo and Lucas County.
B. Appointees must reside in Lucas County.
C. At least one member be a resident of an assisted housing program.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Municipal Cemetery Commission

Reference: *TMC Chapter 166 Ordinance No. 115-99*

Purpose: *The Commission shall guide the development of the five (5) municipal cemeteries and will serve in an advisory capacity to the Mayor, City Council and Department of Parks, Recreation and Forestry. The Commission shall render periodic reports and recommendations to the Director of the Department of Parks, Recreation and Forestry. The Commission shall, when requested by Council, consider, investigate, make findings, report and recommend upon any special matter or questions coming within the scope of this work.*

Appointment: *Mayor* **Members:** *9 members* **Term Length:** *4 years*

Makeup: *A. One member of the Commission shall have a background in urban landscaping. One member of the Commission shall have a background in finance. One member of the Commission shall have a background in education. One member of the Commission shall have a background in cemetery management. The remaining members of the Commission shall come from all geographic sections of the City.
B. Any member may be re-appointed by the Mayor to serve one (1) additional four-year term, subject to the approval by Council.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Neighborhood Block Watch Board

Reference: *TMC Chapter 160* *Ordinance No. 517-09*

Purpose: *A. Reduce crime in the neighborhood.
B. Open lines of communication between residents and government.
C. Encourage residents' participation in solving residents' problems.*

Appointment: *Mayor has* **Members:** *13 board members* **Term Length:** *3 years*
2 board members *in total*

Makeup: *A. Eight members of the Board shall be elected as sector representatives to represent the eight geographical sectors of the Police Department. Block Watch Area Leaders within each respective sector shall elect the representative from their sector. Block Watch Area Leaders and Captains shall be eligible to serve as a sector representative from the sector in which they reside. This election shall take place subject to the By-Laws of the Block Watch Organization.
B. The other members of the Board shall be appointed as follows: the Chief of Police shall designate one member, the Mayor shall designate two members and City Council shall designate two members.
C. The members of this Board shall serve in staggered terms of two years. Even numbered sectors will be elected in odd numbered years. Odd numbered sectors will be elected in even numbered years.
D. It shall not meet fewer than four times annually*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Old West End Historic District Commission

Reference: *TMC Chapter 1112* *Ordinance No. 170-04, 314-12*

Purpose: *A. Must develop appropriate standards and guidelines reflecting the district's historic and architectural significance. The standards and guidelines must promote redevelopment of historic structures and compatible new development within the district. The standards and guidelines may not limit new construction within a district to any one historical period or architectural style, but must seek to preserve the integrity of existing historic structures.*
B. Authorized to hear, review, grant, deny and recommend modifications to proposals for Certificates of Appropriateness involving environmental changes. Applications for Certificates of Appropriateness must be judged using adopted Historic District standards and guidelines.

Appointment: *Mayor* **Members:** *9 members* **Term Length:** *3 years*

Makeup: *A. Delegates-at-Large representation shall be one member from each of the following four organizations: American Institute of Architects-Toledo Chapter, Arts Commission of Greater Toledo, Landmarks Preservation Council of the Maumee Valley Historical Society or a delegate who has demonstrated special interest, experience or knowledge of history, architecture, preservation, planning, or related disciplines, and a member of the Plan Commission or the Planning Director or the Planning Director's designee.*
B. Neighborhood Delegates will be made of 5 persons, of which at least four must reside in the Old West End Historic District. Persons must be chosen from nominations made to the Mayor, by Old West End Historic District residents, and the Old West End Association.
C. Those persons who serve ten consecutive years as a member of the Old West End Historic District Commission shall not be eligible for reappointment to the commission until expiration of a period equivalent to a full term on the commission, provided, however, they shall be permitted to complete the term for which they were last appointed.
D. Meetings will be held at least once each month when there are applications to be considered and not less than once every three months.

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Ottawa/Jermain Park Advisory Board

Reference: **TMC Chapter 174** **Ordinance No. 299-90, 61-85, 178-94**

Purpose: *To guide the redevelopment of Ottawa Park and Jermain Park and to serve in an advisory capacity to the Mayor, Council and the Department of Parks, Recreation and Forestry concerning but not limited to, development of a Master Plan, construction of facilities, development of programs, and other such matters pertaining to the development and administration of the parks as may be requested by Council. The Board shall render periodic reports and recommendations to the Council as it deems necessary.*

Appointment: *Mayor* **Members:** *21 members* **Term Length:** *3 years*

Makeup: *The Board shall elect its own President and such other officers as it deems necessary. The Board may create from its members and/or persons who are not members, associate memberships and such committees and subcommittees as it shall deem necessary to carry out the function of the Board. It shall prescribe its own rules of procedure and shall keep a record of its transactions and report annually to the Mayor and Council. It shall meet not less than once each month. The Director of Parks, Recreation and Forestry or his designated representative shall serve as an ex-officio member of the Board.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Plumbing Board of Control

Reference: *TMC Chapter 1313 Ordinance No. 125-15*

Appointment: *Mayor* **Members:** *9 members* **Term Length:** *3 years*

Purpose: *A. The Boards of Control shall formulate rules and regulations governing the practice and business of plumbing as may be necessary to carry out the provisions of this chapter.*

Appointment: *Mayor* **Members:** *9 members* **Term Length:** *3 years*

Makeup: *A. The chief inspector of the certified trade
B. A registered professional engineer
C. Three masters of the trade in question
D. Three citizens at large
E. A representative from the Civil Service Commission staff
F. The registered professional engineer and three masters of the trade must be residents of the City or principals in firms having their primary office inside the corporate limits of the City.
G. Two of the citizens at large shall be residents of the City and one may be a non-resident.
H. The representative from the Civil Service Commission staff shall be a non-voting member of the Board of Control.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo Blight Authority

Reference: *TMC Chapter 185* *Ordinance No. 306-14*

Purpose: *A. Aid in the coordination of activities of public and private organizations concerned with eliminating blight and improving the safety and aesthetics of neighborhoods.*
B. Encourage citizens to take individual responsibility for the condition of Toledo neighborhoods.
C. Provide resources to empower citizens to improve and maintain their neighborhoods including education, tools and volunteers.
D. Coordinate a youth program to engage Toledo youth in the elimination of blight and the stabilization of neighborhoods.
E. Establish an ongoing support system for citizens to stabilize and sustain the safety and aesthetics of the neighborhoods.
F. The Board shall meet, designate an Executive Committee consisting of not less than three and not more than five members, and adopt by majority vote such rules, by-laws and procedures as shall be expedient for the conduct of its business.
G. During the intervals between the meetings of the Board, the Executive Committee shall have and may exercise all the powers of the Board in the management of the business, affairs and property of the Authority.

Appointment: *Mayor*

Members: *No more than 25 directors.*

Term Length: *2 year terms, except the first appointments are for staggered terms.*

Makeup: *A. Two members of the Board shall represent Toledo neighborhood associations, one member of the Board shall represent the Toledo Board of Realtor, one member of the Board shall represent the Interdenominational Ministerial Alliance, one member of the Board shall represent the Toledo-Lucas County Health Department, one member of the Board shall represent Toledo Municipal Housing Court, one member shall represent Keep Toledo-Lucas County Beautiful, one member shall represent the Toledo Fair Housing Center, one member shall represent Advocates for Basic Legal Equality, Inc, one member shall represent the Lucas County Land Reutilization Corporation, one member shall represent the Lucas Metropolitan Housing Authority, six members shall represent the citizens of each Council district with one representative residing in each district.*
B. The following shall be ex officio members of the Board: All Toledo City District Councilmembers, Director of Inspection or his designee, and Director of Neighborhoods or his designee.

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo Civic Leader Committee

Reference: *TMC Chapter 164 Ordinance No. 355-97, 80-09*

Purpose: *To create a Toledo Civic Leaders Hall of Fame.*

Appointment: *Mayor*

Members: *9 committee
members in total*

Term Length: *3 years*

Makeup: *The Committee shall elect its own president and such other officers as it deems necessary. The Committee may create from its members and/or persons who are not members, associate memberships, honorary memberships and such committees and subcommittees as it deems necessary to carry out the function of the Committee. It shall prescribe its own rules of procedure and shall keep a record of its transactions and report periodically to the Mayor and members of Council.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo-Lucas County Commission on Disabilities

Reference: *TMC Chapter 142* *Ordinance No. 685-04, 23-05*

Purpose: *A. Advise the Mayor and members of the Toledo City Council on how to assist people with disabilities to receive services, other assistance, and opportunities they need to achieve their maximum potential through increased independence, productivity, and integration into the community.*
B. Collaborate with individuals, groups, organizations, and coalitions so that resources can be used efficiently and effectively, unmet needs identified, and the interests of people with disabilities advanced.
C. Represent Commission positions with prior knowledge and approval of the Chairperson and the Mayor.
D. Serve as liaison/advisor to other groups and organizations as requested by the Chairperson and/or the Mayor.
E. Develop, organize, promote, and sponsor activities and programs to promote an inclusive inclusive approach for the persons with disabilities, and highlight the benefits of embracing diversity within the community.

Appointment: *Mayor* **Members:** *Up to 17 volunteer members* **Term Length:** *3 years*

Makeup: *A. The Commission shall elect one member as Chairperson annually.*
B. The Chairperson shall be responsible for calling all meetings of the membership.
C. The Chairperson shall appoint members to serve as officers and/or Chairpersons of Standing, Special, and/or Ad Hoc Committees.
D. The Chairperson shall appoint, as necessary, individuals from the community, which may include former Commission members, to serve in advisory capacity to the Commission and its committees.
E. The Commission shall meet at least six times annually at such times and place the Chairperson may designate. Other meetings can be called as needed.

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo-Lucas County Housing Fund, Inc.

Reference: **Lucas County Boards and Commissions**

Purpose: *A. To distribute its funds and other resources for affordable and market rate housing projects and programs consistent with broader community plans within Lucas County.
B. Provides guidance and suggestions to local government entities and area organizations in matters relating to affordable and market rate housing.*

Appointment: *Mayor*

Members: *No less than 15, no more than 27. Three mayoral appointments.*

Term Length: *3 years,
two term limit

Makeup: *Meets at least four times per year.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo-Lucas County Port Authority

Reference: *Lucas County Boards and Commissions*

Purpose: A. *Created by agreement between the City of Toledo and the Lucas County Commissioners with the goal of positioning the Toledo area as a premier transportation center.*
B. *To ensure that the Toledo area's water, air, rail, and surface transportation assets are developed and operated in a cohesive and coordinated manner in order to provide maximum efficiencies and benefits to shippers, receivers, and passengers as well as to promote area job retention and creation.*

Appointment: *Mayor* **Members:** *13 total members,
6 mayoral appointments.* **Term Length:** *4 years*

Makeup: A. *Meets monthly at One Maritime Plaza*
B. *A majority of the Directors must reside or do business in Lucas County.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo Parks and Recreation Advisory Board

Reference: *TMC Chapter 161* *Ordinance No. 431-13, 116-13*

Purpose: *The Advisory Board shall serve in an advisory capacity to Council and management on all matters related to parks, recreation programs and recreation facilities within the City.*

Appointment: *Mayor* **Members:** *A minimum of 15 and up to a maximum of 20 board members.* **Term Length:** *3 years*

Makeup: *A. The Mayor, subject to the confirmation of Council, is authorized to appoint a minimum of fifteen and up to a maximum of twenty Advisory Board members, at least one of whom shall represent each of the following segments of the community: arts, business, primary and secondary education, higher education, seniors, metropolitan parks or recreation services agencies, safety forces or police supported athletic organizations, and media. Additionally, the Mayor shall appoint representatives from each of the active park advisory boards.*
B. It shall hold ten regular meetings annually, or more if necessary; shall elect a chairman, vice-chairman and treasurer and shall adopt its own rules and procedures. The Director of Public Service, or his designee, shall serve as ex-officio secretary of such Advisory Board.

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo Urban Forestry Commission

Reference: *TMC Chapter 180 Ordinance No. 261-90*

Purpose: *To guide the development and implementation of the City's tree care and planting programs and to serve in an advisory capacity to the Mayor, Council and the Department of Parks, Recreation and Forestry, Division of Forestry and Open Space Planning. The Commission shall render periodic reports and recommendations to Council as it deems necessary.*

Appointment: *Mayor* **Members:** *No less than 15 and
no more than 21 members* **Term Length:** *3 years*

Makeup: *The Commission shall elect its own president and such other officers as it deems necessary. The Commission may create from its members and/or persons who are not members, associate memberships, honorary memberships and such committees and subcommittees at it deems necessary to carry out the function of the Commission. It shall prescribe its own rules of procedure and shall keep a record of its transactions and report periodically to the Mayor and members of Council. It shall meet not less than once a month. The Commissioner of Parks and Forestry shall serve as an ex-officio member of the Commission.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Toledo Youth Commission

Reference: **TMC Chapter 184** **Ordinance No. 860-92, 532-11/51-12, 559-96**

Purpose: *A. The Toledo Youth Commission shall endeavor to promote and facilitate, in the City, an environment that nurtures and enhances the development of youth which may assist youth to reach their full potential as well as enable them to function in a multicultural society.*

B. Provide direction, objectives and priorities for the Youth Commission Director.

C. Director and all Board members should contribute to an agreed upon community youth development framework.

D. Foster, advocate and promote partnerships with and between the public and private sectors that will further and impact on youth as it pertains to learning, working, thriving, connecting, and leading.

E. Through review and assessment, align programs in our community to meet the needs for City youth.

F. Create the Youth Advisory Committee, made up of the six Youth Commission District members, along with twelve additional youth from the City, inclusive of its by-laws and provisions to assure adequate gender and racial representation of City youth. The Youth Advisory Committee shall report to the Youth Commission at each regularly scheduled meeting.

G. Report the goals and accomplishments of the Commission to the Mayor and members of Council on an annual basis or as otherwise requested by Council.

Appointment: <i>Mayor</i>	Members: <i>20 adult members and 6 youth members</i>	Term Length: <i>Adult members serve for 3 years and the youth members serve for a calendar school-year term with re-elections every September.</i>
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Makeup: *A. The Toledo Youth Commission shall be comprised of twenty adult members, representative of the community, who are deemed to be youth sensitive and oriented.*

B. The youth members will be of sophomore status and higher.

C. The racial and gender make-up of the adult Commission members shall be balanced and representative of the Toledo community. One of the twenty adult members shall be a representative of the Toledo Public Schools, one member shall be from Washington Local Schools, one shall be a representative of other schools and five adult Commission members shall be from the general business community.

D. Of the six youth members, at least two shall be male and two shall be female. Each of the six members shall represent their respective City Council District of the City, hereinafter District.

E. Each District youth member shall be required to convene an advisory panel in their district, hereinafter referred to as "District Youth Panel," a minimum of twice yearly and

report back to the Youth Advisory Committee. The District Youth Panel should be apprised of other youth from the district and shall be supported by the District Councilperson, Youth Commission Director, and other Youth Commission members as needed.

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Utility Appeals Board

Reference: *TMC Chapter 155* *Ordinance No. 196-13, 103-15*

Purpose: *A. To establish procedures providing fair and reasonable opportunity for resolution of Department of Public Utilities (DPU) water billing disputes.
B. To offer the utility account holder a forum of an external review in the customer dispute resolution process.*

Appointment: *Mayor* **Members:** *5 voting members
and 2 Ex-officio members.* **Term Length:** *3 years*

Makeup: *A. One (1) legal advocate for citizens, defined as having a background in law and a minimum of one year experience in client advocacy.
B. Three (3) private citizens who are residents of the City of Toledo.
C. One (1) small business owner, defined as a sole proprietor owned business located within the City of Toledo limits who employs more than 5 and less than 75 full or part time employees.
D. Two (2) employees of the City of Toledo or their designated proxy, one (1) representing Finance and Accounts, one (1) representing Customer Service who will serve Ex-officio with the exception of a tie vote scenario.
E. It shall prescribe its own organizational structure, meeting schedule, and rules of procedure and shall keep a record of its transactions and report annually to the Mayor and Council.
F. The Board shall meet not less than once each month and it shall not conduct any business with less than three (3) voting members present to maintain a simple majority.*

**Boards, Commissions and Committees - Membership
For Mayor and/or City Council Appointments**

Walbridge Park Advisory Board

Reference: *TMC Chapter 175* *Ordinance No. 707-90, 462-84, 178-94*

Purpose: *To guide the redevelopment of Walbridge Park and to serve in an advisory capacity to the Mayor, Council and the Department of Parks, Recreation and Forestry concerning, but not limited to, development of a Master Plan, construction of facilities, development of programs, and other such matters pertaining to the development and administration of the Park as may be requested by Council. The Board shall render periodic reports and recommendations to Council as it deems necessary.*

Appointment: *Mayor* **Members:** *21 members* **Term Length:** *3 years*

Makeup: *The Board shall elect its own President and such other officers as it deems necessary. The Board may create from its members and/or persons who are not members, associate memberships and such committees and subcommittees as it shall deem necessary to carry out the function of the Board. It shall prescribe its own rules of procedure and shall keep a record of its transactions and report annually to the Mayor and Council. It shall meet not less than once each month. The Director of Parks, Recreation and Forestry or his designated representative shall serve as an ex-officio member of the Board.*