

Council staff discussion:

- (1) none specified- mayor has duty to provide support staff (3.05 K.)
- (2) charter may have a specified list that may be hired by Council without consent of mayor or with consent:
  - a. Budget Analyst
  - b. Legal Aide- assistant city attorney(St. Pete) or Council attorney(Tampa)
  - c. Council Executive
  - d. Executive assistant

Example:

The City Council shall establish an Office of the City Council and shall have as its staff the following who shall be responsible to the City Council through the Chair of the Council: (a) Budget Analyst. The City Council is authorized to employ a Budget Analyst or an individual with similar qualifications, pursuant to the City's position classification code, to assist in the budgetary matters of the City Council. The City Council, by ordinance, shall define the qualifications, pay and responsibilities of said employee in accordance with the City's position classification code. The employee shall be subject to termination by a majority vote of the City Council; (b) Legal Aide. The City Council may appoint one assistant city attorney, whose salary shall be in accordance with those established for other assistant city attorneys. Said assistant city attorney shall (1) serve only in an advisory capacity to the City Council, and shall perform only such duties of a technical nature, including drafting of ordinances, legal research and providing advisory opinions, as requested by the City Council through its Chair, (2) perform such other duties required of him by the city attorney with the concurrence of the Chair of the City Council, (3) be subject to termination by a majority vote of the City Council; and (4) be responsible to the City Council through the Chair of the Council. Said assistant city attorney shall not file suit or bring or defend any action in court on behalf of the City Council, the Mayor, the several departments, officers and boards of the City government except with written authorization of the City Attorney. No action or opinion of said assistant city attorney shall be construed to be the official legal position of the City, and such official legal positions and actions shall be solely within the scope and powers and duties of the City Attorney; (c) Council Executive. The City Council is authorized to hire a Council Executive. The City Council shall define the qualifications, pay and responsibilities of said employee in accordance with the City's position classification code. The employee shall be subject to termination by a majority vote of the City Council; (d) Executive Assistant. The City Council is authorized to hire an Executive Assistant. The City Council shall define the qualifications, pay and responsibilities of said employee in accordance with the City's position classification code. The employee shall be subject to termination by a majority vote of the City Council; and (e) Other Staff. The City Council may create and fill other staff positions for the purpose of assisting it in the performance of its legislative function.

West Palm Beach provides for the hiring of an internal auditor by the council:  
**Sec. 4.05. - Internal auditor.**

The city commission shall appoint a city officer with the title of internal auditor. The internal auditor shall conduct, or cause to be conducted, financial, compliance, and expanded scope audits following generally accepted government auditing standards. The internal auditor shall have access to all records and personnel.

The internal auditor shall be appointed by the city commission. Removal from office must be for cause by a majority vote of the entire membership of the city commission (three affirmative votes). To ensure independence of the audit function and to coordinate internal audit work with the needs of the mayor and the city commission, an audit committee is hereby established. The audit committee is a management committee and not a public board, commission or committee as specified in Article III, Section 3.01(5) above. The audit committee shall be comprised of five (5) voting members; the mayor or designee, the president of the city commission and three (3) at-large members who shall be appointed by the city commission. The at-large members shall be city residents with expertise in auditing preferably internal or management auditing and at least two (2) of whom shall be a certified public accountant or a certified internal auditor; appointments shall be staggered for terms of three (3) years. The president of the commission shall be appointed as chairperson of the audit committee. The audit committee shall perform an evaluation of the internal auditor annually and present such to the city commission.