

RESOLUTION NO. 19-R37

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FORT PIERCE, FLORIDA, **ESTABLISHING THE CITY OF FORT PIERCE PARKS ADVISORY COMMITTEE**; RESPONSIBILITIES OF THE COMMITTEE, ELECTION OF PRESIDING OFFICER, MEETINGS, AND QUORUM; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission has determined that there is a need to formalize the Parks Advisory Committee in an effort to insure proper transparency and to adhere to all necessary state laws; and

WHEREAS, the Parks Advisory Committee has demonstrated great value to the City Commission through its collaborative efforts with citizens and business owners to evaluate, research and recommend solutions for parks related concerns within the City of Fort Pierce.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Fort Pierce, Florida as follows:

SECTION 1. The City of Fort Pierce, Florida hereby establishes a Fort Pierce Parks Advisory Committee as an advisory committee to the Mayor and City Commission.

SECTION 2. Membership and Qualifications: Term of Appointment; Vacancy

A. The Committee shall consist of seven (7) members. All members shall have the following qualifications:

1. Members shall be a resident of the City of Fort Pierce;
2. One member shall be appointed by each member of the City Commission;
3. Two members shall be appointed at large;
4. Members shall not be elected officials or City staff members;

B. The term of each member of the Committee appointed by an individual City Commission member shall coincide with the term of the City Commission member that appointed the member of the Committee. At-large members shall serve a term of four years.

C. All Committee members appointed by an individual City Commission member shall serve at the pleasure of the City Commission member who appointed the Committee member.

- D. At-large Committee members shall serve at the pleasure of the majority of the City Commission. A majority is defined as three (3) members of the City Commission.
- E. Committee members shall be automatically removed for lack of attendance. Lack of attendance means failure to attend three (3) consecutive regularly scheduled meetings or failure to attend at least two-thirds of the regularly scheduled meetings during a calendar year. Participation for less than three-fourths of a meeting shall be the same as a failure to attend a meeting. Absences shall be entered into the minutes of the Committee meeting. Absences may not be excused.
- F. Vacancies occurring for any reason during the term of office by a Committee member shall be filled within ninety (90) days from the date of the vacancy.

SECTION 3. Responsibilities and Duties:

- A. The Committee shall act solely in an advisory capacity to the City Commission on matters relating to public parks. The Committee shall have the following responsibilities and duties:
 - 1. Provide input to the City Commission on parks related activities.
 - 2. Recommend policies related to parks activities.
 - 3. Provide research on tasks assigned by the City Commission.
 - 4. Educate the public on Commission directed initiatives.
 - 5. Other duties as assigned by the City Commission.

SECTION 4. The Committee shall elect one of its members as a Chairperson, one as a Vice Chairperson, and one as a Second Vice Chairperson. Elections shall be held at the first regularly scheduled meeting, or as soon thereafter as practical, after appointment of the Parks Advisory Committee. The Chairperson shall preside and conduct meetings of the Parks Advisory Committee. The Vice Chairperson shall act in the absence of the Chairperson. In the absence of both the Chairperson and Vice Chairperson, the Second Vice Chairperson shall act as the Chairperson. The term of the

Chairperson, Vice Chairperson, and the Second Vice Chairperson shall be for one year. A vacancy in the office of Chairperson or Vice Chairperson shall be filled at the earliest possible date by the Committee by the election of one of its members to fill the unexpired term.

SECTION 5. The Committee shall meet at least once per month unless there is no business to transact by the day before the regular meeting date. Special meetings may be called by the City Manager or as requested by City Commission.

SECTION 6. All meetings of the Committee shall be open to the public. City staff shall be responsible for recording minutes for all meetings of the Parks Advisory Committee. Minutes of the meetings and records shall be filed in the appropriate offices of the City and shall be public records.

SECTION 7. A majority of the Committee membership shall constitute a quorum for the transaction of business; providing, however, that no official action shall be taken by the Committee without the concurring vote of a majority of all members present at such meeting.

SECTION 8. This resolution shall take effect immediately upon its adoption.

IN WITNESS WHEREOF, this Resolution has been duly adopted this ____ day of August, 2019.

Linda Hudson
Mayor Commissioner

ATTEST:

Linda W. Cox, City Clerk

Approved as to Form
And Correctness:

Peter Sweeney, Esq.
City Attorney