ORDINANCE NO. 1526

AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AMENDING CHAPTER 2 OF THE CITY'S CODE OF ORDINANCES RELATING TO BOARDS, COMMISSIONS AND COMMITTEES; AUTHORIZING THE ESTABLISHMENT OF ADVISORY COMMITTEES BY RESOLUTION; PROVIDING FOR THE PURPOSE, DURATION, AND MEMBERSHIP OF COMMITTEES; ESTABLISHING THE GENERAL TERMS, DUTIES AND EXPECTATIONS OF COMMITTEE MEMBERS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PANAMA CITY BEACH:

SECTION 1. From and after the effective date of this ordinance, Article V, Chapter 2 of the Code of Ordinances of the City of Panama City Beach, related to Boards, Commissions and Committees is amended to read as follows (new text bold and underlined, deleted text struckthrough):

ARTICLE V. - BOARDS, COMMISSIONS AND COMMITTEES
DIVISION 1. - GENERALLY

Sec. 2-202. - Compensation for persons serving on non-advisory boards.
Each member serving upon a non-advisory board created by this Code or any other ordinance of the city shall be entitled to receive as compensation for his service, the sum of ten dollars ($10.00) for each meeting attended at which official business of the board is conducted. No member shall receive compensation in excess of one hundred twenty dollars ($120.00) per fiscal year.

Sec. 2-203. Advisory committees.
A. Establishment of committees. Advisory committees may be established by resolution of the City Council. The implementing resolution shall articulate the mission, purposes and objectives or tasks of the advisory committee.
together with any eligibility criteria for membership on the committee. A Councilperson shall be selected to serve as a non-voting committee liaison.

B. Dissolution of committees. Unless otherwise directed by resolution of the City Council, the duration of an advisory committee shall be two years.

C. Membership. Committees shall consist of at least five members. Each Councilmember shall nominate at least one member to the committee. It is the intent of the City Council that as many persons as possible be invited to serve on the City's advisory committees. To that end, no person shall serve as a member of more than one committee if other qualified applicants are available to serve.

D. Term of Office. Unless otherwise established by the Council, the term of office for persons appointed to advisory committees shall be two years in length. A member whose term expires, or whose seat is deemed vacant, shall continue to serve until a successor is appointed.

E. General Duties.

1. Committees shall meet at least quarterly, or more often as may be needed to fulfill their duties and responsibilities.

2. At its first meeting, each committee shall elect from its membership a chairperson, who shall serve in that capacity for one year to preside over the meeting protocols of the committee.

3. No less than annually, each Committee shall make a report to the Council regarding its activities, findings and recommendations.

4. Committees and their members have no authority to expend funds or make obligations on behalf of the City. Committees shall have no authority to make final decisions, but shall provide advice to the City Council and staff.

F. Expectations of committee Members.

1. Compliance with State laws. The committee and all its proceedings shall be governed by and comply with the provisions of the Florida Sunshine Law, the Florida Public Records Law, the Florida Ethics Code, and all other applicable local or state rules. All meetings, records and reports of the committee shall be open to the public in accordance with Section 286.011 and section 119.07, Florida Statutes.

2. Compliance with City rules. Committees and their members shall comply with applicable City ordinances, rules and policies.

3. Code of Conduct. Committee members shall:

i. Operate with integrity;

ii. Treat the public, staff and each other with civility, dignity and trust;

iii. Respect the limitations of their individual and collective authority;

iv. Remain focused on tasks;

v. Respect and ensure multiple opinions and contributions are heard.

vi. Take collective responsibility for the committee's performance.

4. Attendance. Committee members shall attend no less than 80% of all
meetings unless excused by majority vote of the committee. The committee shall recommend removal of any member with unexcused absences at three or more consecutive meetings.

5. Members of advisory committees shall serve without compensation but may be reimbursed for expenses reasonably incurred by them in the performance of their duties as members when authorized by their respective committee and the City Council.

6. Unless otherwise required by law, a member of an advisory committee may be removed from their office for any reason or no reason by a majority vote of the City Council.

Secs. 2-204—2-215. - Reserved.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 3. The appropriate officers and agents of the City are authorized and directed to codify, include and publish in electronic format the provisions of this Ordinance within the Panama City Beach Code, and unless a contrary ordinance is adopted within ninety (90) days following such publication, the codification of this Ordinance shall become the final and official record of the matters herein ordained. Section numbers may be assigned and changed whenever necessary or convenient.

SECTION 4. This Ordinance shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this 20th day of June, 2020.

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ATTEST:

EXAMINED AND APPROVED by me this 25th day of June, 2020.

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