

RESOLUTION NO. 2020-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OKEECHOBEE, FLORIDA, ESTABLISHING THE FLAGLER PARK DESIGN REVIEW ADVISORY COMMITTEE.

WHEREAS, the City of Okeechobee City Council seeks to improve and beautify its parks and Flagler Park in particular; and

WHEREAS, the City Council may, from time to time, establish a design review board for the purposes and tasks it deems appropriate in accordance with Chapter 70, Code of Ordinances; and

WHEREAS, the City Council seeks to appoint a group of interested citizens to serve on the Flagler Park Design Review Advisory Committee; and

WHEREAS, the City Council desires to create a forum for citizens to participate in all aspects of the Flagler Park design and improvements and to solicit citizen input regarding proposed and potential improvements and enhancements to Flagler Park.

NOW, THEREFORE, be it resolved before the City Council for the City of Okeechobee, Florida; presented at a duly advertised public meeting; and passed by majority vote of the City Council; and properly executed by the Mayor or designee, as Chief Presiding Officer for the City:

SECTION 1: The above recitals are true and correct and incorporated in this Resolution.

SECTION 2: The City Council hereby creates and establishes the City of Okeechobee FLAGLER PARK DESIGN REVIEW ADVISORY COMMITTEE (FPDRAC) which will act in accordance with, and subject to, the provisions, duties, and limitations of this Resolution.

SECTION 3: Purpose. The FPDRAC's purpose is to gather analysis and information, and make recommendations to the City Council concerning improvements to Flagler Park. FPDRAC shall advise and recommend to City Council proposed Flagler Park improvements, landscape plans, structures, signs, design guidelines and other relevant considerations based upon their deliberations and public input.

SECTION 4: The FPDRAC shall be constituted and function as follows:

- a. FPDRAC shall be comprised of seven (7) members who serve at the pleasure of the City Council in an advisory capacity. Up to Two alternate members may be appointed to FPDRAC. Such alternate shall attend all meetings and fully participate in FPDRAC discussions and deliberations to the point of voting. Should any permanent member be absent, the chairperson shall declare the alternate to be a voting member for the duration of the meeting. Vacancies on the FPDRAC shall be filled by appointment of the City Council for the unexpired term of the member affected. It shall be the duty of the FPDRAC Chairperson to notify the Mayor within ten days after a vacancy shall occur among the members or alternate member.
- b. The City Council makes the final determination in which persons sit on the FPDRAC. FPDRAC at no time shall have the power to appoint, to fill a vacancy, or replace a member without the written consent of the City Council. The City Council shall have authority to create, direct, or dissolve the FPDRAC.
- c. Terms. The terms of the FPDRAC shall begin immediately upon appointment of all members, and sunset one year from the date of the first meeting, or as City Council may otherwise determine.
- d. Compensation. All members of the FPDRAC shall serve without pay.

- e. Attendance. Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three consecutive meetings or failure to attend more than one half of the meetings scheduled during the calendar year.
- f. Members will be required to file a State of Florida, Financial Disclosure Form 1 upon being appointment, and Form 1-Final upon resignation, or sunset of term.
- g. As an advisory board, the FPDRAC is subject to the sunshine/open meetings public records and ethics laws of the State of Florida.
- h. To the extent not inconsistent with this Resolution, Section 70-121, et seq., Code of Ordinances, shall apply.

SECTION 5: Qualifications of Members. No FPDRAC member or alternate member shall be an employee of, or hold any elective position or office in, the government of the city. The City Council may appoint any or all of the members to serve jointly on the FPDRAC.

SECTION 6: FPDRAC Meetings, Officers, and Conduct.

- a. FPDRAC shall meets on a regular basis. Quorum shall be present for the conduct of regular meetings. A majority of the members appointed shall constitute a quorum. The Chair may call a FPDRAC meeting.
- b. Meetings will be advertised by the Office of the City Clerk, as required by Florida Statute, so the public may attend and contribute. Reasonable public notice of all meetings shall be provided.
- c. All meetings shall be governed by Roberts Rules of Order. All meetings shall be open to the public at all times and minutes shall be taken at each and every meeting.
- d. Upon the initial meeting of the Committee, a Chairperson and Vice-Chairperson will be elected among the members for a one-year term. The responsibilities of the Chair shall be to conduct the meetings in an efficient manner, regulate and facilitate discussions, present recommendations and/or reports to the City Council on behalf of the FPDRAC.
- e. FPDRAC Chair Duties. The duties of the Chair shall be to:
 - (i) Call meetings to order;
 - (ii) Establish and schedule meetings as necessary;
 - (iii) Develop and provide an Agenda for each meeting;
 - (iv) Preside at the meeting(s);
 - (v) Service as the primary liaison to staff and City Attorney; and
 - (vi) Perform such other functions as may be necessary or directed by City Council.
- f. Meetings shall be held on a regular schedule, to be determined by the Chair. Meetings that are not regularly scheduled shall not be held without at least three business days prior notice to each member.
- g. Vice-Chair Duties. The Vice-Chair shall perform the duties of the Chair in the Chair's absence and such other duties as the chair may assign.
- h. Vacancy. If a vacancy occurs in the office of the Chair, then the position shall be assumed by the Vice-Chair for the remainder of the term. Any FPDRAC vacancy shall be filled through appointment by City Council.

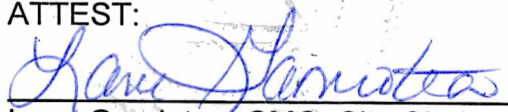
SECTION 7: Ex-Officio Member and Support Staff. The City Administrator, or designee, shall serve as non-voting ex-officio member of the FPDRAC. Administration and Support Staff for the FPDRAC shall be provided by the City Administrator's office.

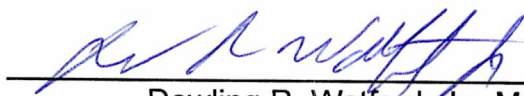
SECTION 8: Sunset. The FPDRAC shall sunset and shall not carry out any further duties or responsibilities upon the expiration of one year from the date of the first FPDRAC meeting, or as may otherwise be determined by City Council.

SECTION 9: This Resolution shall become effective immediately upon adoption.

APPROVED and ADOPTED by the City Council of the City of Okeechobee, Florida, on this 20th day of October, 2020.

ATTEST:


Lane Gamiotea, CMC, City Clerk


Dowling R. Watford, Jr., Mayor

REVIEWED FOR LEGAL SUFFICIENCY:


John J. Fumero, City Attorney