

## **Sec. 2-382. - Citizen advisory board.**

(a) *Establishment and purpose.* The citizen advisory board (CAB) is hereby established. The CAB shall make advisory recommendations regarding specific topics of interest as determined and requested by the city council. The CAB may be directed by city council to research specific topics to provide information to council; provide feedback on programs to preserve and enhance quality of life in Venice; assist the council with promoting or educating the public on matters of importance; or other special activities in keeping with council's adopted strategic plan. All topics under CAB consideration are as directed by council body approval.

(b) *Membership.* The CAB shall be composed of nine members. At least seven members shall be city residents or the owners of real property located within the city. One member should be a high school student residing in the Venice area or attending a Venice area high school with a recommendation by the principal or its designee. One member should be an employee of the Venice Art Center. Members should represent a broad cross-section of the city and have an interest in the overall betterment of the community. Applicants with experience or backgrounds in environmental policy, education, parks and recreation, art, cultural policy, or related fields will be prioritized.

(c) *Appointment and removal.* CAB members shall be appointed by city council. Any member of the CAB may be removed from office by a majority vote of the entire city council unless otherwise provided by the city charter.

(d) *Terms and reappointments.* Members of the CAB shall have overlapping terms for three years, except the student member shall be appointed for a one-year term with a possible reappointment not to exceed two consecutive terms allowing for two years maximum. Non-student members may be re-appointed no more than two consecutive times, except appointment to less than half a term shall allow re-appointment no more than three consecutive times. Reappointments shall follow the same process as the initial appointment. A member shall hold over after the expiration of his or her term until a successor is duly appointed.

(e) *Compensation and expenses.* Members of the CAB shall receive no salaries or fees for their services. With advance approval, they may receive per diem and reimbursement for other expenses while on official business for the city.

(f) *Conflicts of interest.* No person shall be appointed with private or personal interest likely to conflict with the general public interest. If any member finds they have a voting conflict pursuant to F.S. § 112.3143 in any matter coming before the CAB, they shall recuse themselves from participation in the matter.

(g) *Officers.* The CAB shall annually select a chair and vice-chair from its membership consistent with the approved rules of procedure.

(h) *Meetings.* All meetings shall conform to the requirements of F.S. ch. 286. Meetings shall be held as necessary to meet the general duties and responsibilities set out herein. Unexcused absence of a member from more than three consecutive meetings or from a total of six meetings in a 12-month period shall be cause for the member's replacement.

(i) *Quorum requirements.* A majority of the CAB shall constitute a quorum.

(j) *Rules of procedure.* The CAB may adopt rules of procedure necessary for governance and transaction of its business.

(k) *General duties and responsibilities.* The CAB shall have the following duties and responsibilities:

- (1) Carry out specific research for the purpose of making recommendations to city council on topics of city interest as directed by city council or through the council's legislative referral process.
- (2) Assist in public educational programs as directed by city council.
- (3) Serve as the bicycle advisory committee.
- (4) Make recommendations to city council on matters pertaining to parks, public spaces, and recreational systems in the city.
- (5) When directed by or authorized by city council, make recommendations to city council on environmental sustainability and pollution prevention as it pertains to public spaces.
- (6) Make recommendations to city council with regards to the approval and placement of public art in public spaces.
- (7) Make recommendations to city council with regards to the approval and placement of donated amenities, memorials, or any proposed improvement onto public spaces.

(Ord. No. 2014-19, § 4, 8-26-14; Ord. No. [2023-48](#), § 2, 11-28-23; Ord. No. [2024-12](#), § 2, 6-11-24)

#### **Legislative Referral from City Council - 4/9/2024:**

1. Research and achieve becoming a gold level bicycle friendly community.
2. Hold a joint meeting with the Planning Commission after the Interlocal Parks Agreement with Sarasota County has been solidified, in order to begin discussions concerning a Park Master Plan.

#### **Legislative Referral from City Council - 10/24/2024:**

3. Provide an after-action report to City Council as to the recent hurricanes (Debby, Helene & Milton) to determine what was done well and what could be done better.