



**AGENDA
YOUTH ADVISORY COMMITTEE
REGULAR MEETING
AUGUST 26, 2026
3:15 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
 - 6.1 Elect Chair, Vice Chair, and Recording Secretary
 - 6.2 Sunshine, Public Records, and Ethics Laws
 - 6.3 Discussion - Goals and Objectives
 - 6.4 Establish Regular Meeting Date and Time
- 7. COMMITTEE MEMBER REPORTS/COMMENTS**
- 8. NEXT MEETING DATE**
- 9. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Digital Communication Specialist: (904) 310-3289.

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: New Business

REQUESTED ACTION:

SYNOPSIS:

FISCAL IMPACT:

CITY ATTORNEY COMMENTS:

CITY MANAGER RECOMMENDATION(S):

Submitted By: Mary Hamburg, Communications Manager Date: August 18, 2026

COMMISSION ACTION:

CITY OF FERNANDINA BEACH
SUNSHINE, PUBLIC RECORDS, AND ETHICS LAWS
TRAINING
December 10, 2020

I. SUNSHINE LAW

The purpose of the Sunshine Law is to provide a right of access to government proceedings. All public agencies are subject to the Sunshine Law.

The Sunshine Law is set forth in Florida Statutes § 286.011 and Article 1, Section 24 of the Florida Constitution. **The Sunshine Law extends to discussions and deliberations taken by a public board and is applicable to any gathering (formal or casual) of two or more members of the same board or commission to discuss some matter on which foreseeable action will be taken by the board or commission.**

THREE BASIC REQUIREMENTS OF THE SUNSHINE LAW AS SET FORTH IN FLORIDA STATUTES § 286.011:

1. Meetings of the public must be open to the public;
2. Reasonable notice of such meetings must be provided; and
3. Minutes of the meeting must be taken.

MEETINGS:

1. The Sunshine Law applies to meetings between individuals who are members of the same board.
2. Meetings with agency staff are not ordinarily subject to the Sunshine Law unless staff ceases to function in a staff capacity and is delegated authority normally within the public agencies discretion.
3. Discussions between a public board and its attorney are subject to the Sunshine Law, except in limited circumstances.
4. Members of the same board or commission may meet socially provided that matters which are coming before the board, or may come before the board, are not discussed.
5. The Sunshine Law applies to subcommittees, unless they are solely fact-finding or information gathering.

MEETINGS OPEN TO THE PUBLIC:

1. Meetings must occur in a location that is easily accessible to the public.
2. The public must be provided “reasonable opportunity” to be heard on a matters prior to a board taking official action. Any violations of this provision may result in the recovery of attorney’s fees by the affected party.

REASONABLE NOTICE:

1. Reasonable notice of all meetings must be provided. According to the Florida Attorney General, the definition of “reasonable” depends on the facts of the situation and board involved.
2. The Sunshine Law does not mandate that an agency provide notice of each item to be discussed through a published agenda. A public body may add additional items to the agenda at regularly noticed meetings and take action on the added item.

MINUTES:

1. Written minutes of all meetings and workshops must be recorded and open to the public for inspection. Verbatim minutes are not required.

CONSEQUENCES OF SUNSHINE VIOLATIONS:

1. Any member of a board or commission who knowingly violates the Sunshine Law may be subject to criminal penalties of a misdemeanor of the second degree. Fla. Stat. § 286.011(3)(b).
2. Sunshine Law provides that a fine not exceeding \$500.00 may be imposed for noncriminal infractions.
3. In civil actions to enforce the Sunshine Law, reasonable attorney’s fees will be assessed against any board or commission found to have violated the Sunshine Laws.

NOTE:

Lorenzo v. City of Venice, Case No. 2008 CA 8108 SC (Fla. 12th Cir. Ct. Oct. 7, 2009) –The City of Venice was ordered to pay \$777,114.42 in attorney’s fees and costs to the Plaintiff’s attorney. This judgment is one of the highest and most costly judgments entered against a local government for violations of the Public Records and Sunshine Laws.

II. PUBLIC RECORDS LAWS

Chapter 119, Florida Statutes, and Article I, Section 24 of the Florida Constitution set forth Florida's Public Records laws. These laws apply to the City Commission.

Article I, Section 24 of the Florida Constitution states:

Every person has the right to inspect or copy **any public record made or received in connection with the official business** of any public body, officer, or employee of the state, or persons acting on their behalf, except with respect to records exempted pursuant to this section or specifically made confidential by this Constitution.

Florida Statutes § 119.011(12) defines public records as “all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by any agency.”

PUBLIC RECORDS:

1. **Public records include all materials made or received by an agency in connection with official business which are used to perpetuate, communicate or formalize knowledge no matter the form.**
2. There is no “unfinished business” exception to the public inspection and copying requirement of Chapter 119, Florida Statutes; i.e., draft documents are public record.
3. Social networking site communications (Facebook, Twitter, YouTube, LinkedIn, etc.) and text messages (even on your personal devices) are considered a public record if related to official City business. The content of the communication is the determining factor.
4. There are a number of statutory exemptions to disclosure.

RIGHT TO INSPECT/COPY:

1. **Any person is authorized to inspect and receive copies of public records. Individuals are not required to have a special or legitimate interest. Requests do not have to be made in writing.**
2. The records custodian or his/her designee, is responsible for making public records available for inspection and/or copying “at any reasonable time, under reasonable conditions”. Fla. Stat. § 119.07.

3. Any exemption from the public records laws must be stated in writing. Fla. Stat. § 119.07(1)(e). **The public records laws are construed in favor of open government**, so exemptions are strictly construed.

CONSEQUENCES OF PUBLIC RECORD VIOLATIONS:

1. Any member of a board or commission who knowingly violates the Public Records Act may be subject to criminal penalties of a misdemeanor of the first degree (one year in prison or \$1,000 fine, or both). Fla. Stat. § 119.10(1)(b).
2. The Public Records Act provides that a fine not exceeding \$500 may be imposed for noncriminal infractions by a public officer. Fla. Stat. § 119.10(1)(a).
3. If a civil action is filed against an agency and the court determines that the agency unlawfully refused to permit a public record to be inspected or copied and the complainant provided written notice identifying the public record request to the agency's custodian of public records at least 5 business days before filing the civil action, the court shall assess and award attorney's fees against the agency responsible. If the court determines the complainant request to inspect or copy a public record for an improper purpose, the court may not assess and award the reasonable costs of enforcement, including reasonable attorney fees, to the complainant, and shall assess and award against the complainant and to the agency the reasonable costs, including reasonable attorney fees, incurred by the agency in responding to the civil action.
4. Further, any person who willfully and knowingly violates any provision of the Public Records Act commits a misdemeanor of the first degree punishable by one year in prison or \$1,000 fine, or both. Fla. Stat. § 119.10(2)(a).

III. FLORIDA'S ETHICS CODE

Florida's Ethics Code is found in Part III of Chapter 112, Florida Constitution and Article II, Sec. 8 of the Florida Constitution.

1. Premised upon maintaining public trust and prohibiting public officials from using their office for "private gain". Private gain references a public official's ***financial interest*** which is directly affected as result of a vote.
2. Voting Restrictions: You must abstain from voting and refrain from participating in discussion on any measure that would inure to your special private gain or loss, or that of any employer, principal, or relative. Fla. Stat. § 112.3143

- a. If conflict is known, publicly state to the assembly the nature of the conflict and abstain from voting.
- b. The Memorandum of Voting Conflict form must be filed with the City Clerk within 15 days.

Also note that Fla. Stat. § 286.012 provides that a member of a municipal governmental board, commission, or agency who is present at a meeting of any such body at which an official decision, ruling, or other official act is to be taken or adopted may not abstain from voting in regard to any such decision, ruling, or act; and a vote shall be recorded or counted for each such member present, unless, with respect to any such member, there is, or appears to be, a possible conflict of interest under s. 112.311, s. 112.313, s. 112.3143. If the official decision, ruling, or act occurs in the context of a quasi-judicial proceeding, a member may abstain from voting on such matter if the abstention is to assure a fair proceeding free from potential bias or prejudice.

YOUTH ADVISORY COMMITTEE AGENDA ITEM

City of Fernandina Beach



SUBJECT:

ITEM TYPE: New Business

REQUESTED ACTION:

SYNOPSIS:

FISCAL IMPACT:

CITY ATTORNEY COMMENTS:

CITY MANAGER RECOMMENDATION(S):

Submitted By: Mary Hamburg, Communications Manager Date: August 18, 2026

COMMISSION ACTION:

YOUTH ADVISORY COMMITTEE AGENDA ITEM

City of Fernandina Beach



SUBJECT: Establish Regular Meeting Date and Time

ITEM TYPE: New Business

REQUESTED ACTION:

SYNOPSIS: In accordance with Resolution 2021-122 Section 1(h) the Youth advisory Committee shall meet quarterly (October, January, April, and July).

FISCAL IMPACT: N/A

CITY ATTORNEY COMMENTS:

CITY MANAGER RECOMMENDATION(S):

Date: August 18, 2026

Submitted By: Mary Hamburg, Communications Manager

COMMISSION ACTION:

RESOLUTION 2021-122

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING RESOLUTION 2021-101 ESTABLISHING THE YOUTH ADVISORY COMMITTEE TO PROVIDE FOR MEMBER TERMS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission established the Fernandina Beach Youth Advisory Committee (YAC) by Resolution 2015-83; and

WHEREAS, its purpose was to provide student leaders a voice in City government and to give the City Commission benefit of local student body input; and

WHEREAS, due to lack of membership associated with residency requirements and students' competing priorities, YAC was sunset by Resolution 2017-148; and

WHEREAS, the City Commission, at their June 15, 2021, Workshop, expressed interest in forming a new Youth Advisory Committee; and

WHEREAS, the City Commission at their July 6, 2021, Regular Meeting, approved Resolution 2021-101 establishing the YAC which did not provide for member terms; and

WHEREAS, YAC member terms are hereby provided for in Section 1(c)(1) and (2), in accordance with Ordinance 2020-14.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, that:

SECTION 1. The City Commission hereby established the Fernandina Beach Youth Advisory Committee.

- a) Creation and Purpose. There is hereby created a committee to be known as the "Fernandina Beach Youth Advisory Committee" hereinafter referred to as the "Committee." The Committee's role is to provide input and recommendations to the City Commission.
- b) Membership. The Committee will be open to up to ~~five~~ seven (5) (7) members in grades 9-12. Students interested in serving on the Committee should apply to the City Clerk's Office.
- c) Appointment. Members will be appointed and removed in accordance with Section 2-122 of the Code of Ordinances of the City of Fernandina Beach.
 - 1) The term of office for inaugural board members will be staggered: two members will be appointed for one-year terms (expiring December 30, 2022); ~~two~~ three members will be appointed to two-year terms (expiring December 30, 2023) and ~~one~~ two members will be appointed to a three-year term (expiring December 30, 2024).
 - 2) Thereafter, all terms will be for three years, with expiring terms concluding on December 31st of the calendar year ending the term and new terms beginning on January 1st of a given calendar year.

- d) Organizational Matters. At any time after the initial meeting of the Committee, the Committee will adopt by-laws and may adopt rules of procedure deemed necessary for the conduct of its business.
- e) Support. The City Commission will designate a Commissioner to serve as a liaison to the Committee, who will assist with the administration and management of the Committee (including promotion, publicity, agenda preparation, etc.). The Information Technology Department will provide additional staff support for the Committee.
- f) Expenses. Members of the Committee serve without compensation. The City Commission of the City of Fernandina Beach, Florida, is hereby authorized and empowered to pay, from its general funds, such expenses as the Committee may incur in the performance of Committee duties.
- g) Leadership. The Committee will elect annually from its members, one chairperson, one as vice-chairperson, one recording secretary, and any other leadership role as determined by the Committee.
- h) Meetings. The Committee will meet quarterly (October, January, April, and July) at a regular time as determined by the Committee at its organizational meeting.
- i) Compliance with Ethics, Sunshine and Public Records Laws. When discussing potential recommendations to the City Commission of the City of Fernandina Beach, the Committee members are subject to the provisions of Part III of Chapter 112, the Code of Ethics for Public Officers and Employees, and all meetings for this purpose will be open to the public pursuant to § 286 .011, Florida Statutes, and the public record provisions of § 119.07, Florida Statute.

SECTION 2. This Resolution takes effect immediately upon passage.

ADOPTED this 3rd day of August, 2021.

CITY OF FERNANDINA BEACH



MICHAEL A. LEDNOVICH
Commissioner - Mayor

ATTEST:

APPROVED AS TO FORM & LEGALITY:



CAROLINE BEST
City Clerk



TAMMI E. BACH
City Attorney

RESOLUTION 2021-101

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, ESTABLISHING THE FERNANDINA BEACH YOUTH ADVISORY COMMITTEE; PROVIDING FOR ITS CREATION AND PURPOSE; PROVIDING FOR APPOINTMENT; MEMBERSHIP; AND TERMS; PROVIDING FOR REMOVAL OF MEMBERS; PROVIDING FOR STAFFING; PROVIDING FOR MEETINGS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission established the Fernandina Beach Youth Advisory Committee (YAC) by Resolution 2015-83; and

WHEREAS, its purpose was to provide student leaders a voice in City government and to give the City Commission benefit of local student body input; and

WHEREAS, due to lack of membership associated with residency requirements and students' competing priorities, YAC was sunset by Resolution 2017-148; and

WHEREAS, the City Commission, at their June 15, 2021, Workshop, expressed interest in forming a new Youth Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, that:

SECTION 1. The City Commission hereby established the Fernandina Beach Youth Advisory Committee.

- a) Creation and Purpose. There is hereby created a committee to be known as the "Fernandina Beach Youth Advisory Committee" hereinafter referred to as the "Committee." The Committee's role is to provide input and recommendations to the City Commission.
- b) Membership. The Committee will be open to up to five (5) members in grades 9-12. Students interested in serving on the Committee should apply to the City Clerk's Office.
- c) Appointment. Members will be appointed and removed in accordance with Section 2-122 of the Code of Ordinances of the City of Fernandina Beach.
- d) Organizational Matters. At any time after the initial meeting of the Committee, the Committee will adopt by-laws and may adopt rules of procedure deemed necessary for the conduct of its business.
- e) Support. The City Commission will designate a Commissioner to serve as a liaison to the Committee, who will assist with the administration and management of the Committee (including promotion, publicity, agenda preparation, etc.). The Information Technology Department will provide additional staff support for the Committee.

- f) Expenses. Members of the Committee serve without compensation. The City Commission of the City of Fernandina Beach, Florida, is hereby authorized and empowered to pay, from its general funds, such expenses as the Committee may incur in the performance of Committee duties.
- g) Leadership. The Committee will elect annually from its members, one chairperson, one as vice-chairperson, one recording secretary, and any other leadership role as determined by the Committee.
- h) Meetings. The Committee will meet quarterly (October, January, April, and July) at a regular time as determined by the Committee at its organizational meeting.
- i) Compliance with Ethics, Sunshine and Public Records Laws. When discussing potential recommendations to the City Commission of the City of Fernandina Beach, the Committee members are subject to the provisions of Part III of Chapter 112, the Code of Ethics for Public Officers and Employees, and all meetings for this purpose will be open to the public pursuant to § 286 .011, Florida Statutes, and the public record provisions of § 119.07, Florida Statute.

SECTION 2. This Resolution takes effect immediately upon passage.

ADOPTED this 6th day of July, 2021.

CITY OF FERNANDINA BEACH



MICHAEL A. LEDNOVICH
Commissioner - Mayor

ATTEST:

APPROVED AS TO FORM & LEGALITY:



CAROLINE BEST
City Clerk



TAMMI E. BACH
City Attorney

RESOLUTION 2015-83

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA ESTABLISHING THE FERNANDINA BEACH YOUTH ADVISORY COMMITTEE; PROVIDING FOR ITS CREATION AND PURPOSE; PROVIDING FOR APPOINTMENT OF MEMBERS; TERMS; PROVIDING FOR REMOVAL OF MEMBERS; PROVIDING FOR STAFFING; PROVIDING FOR MEETINGS; PROVIDING DUTIES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in April 2015, the City Commission by consensus expressed their interest in establishing a Youth Advisory Committee; and

WHEREAS, the general purpose is to give student leaders a voice in the City of Fernandina Beach government and to give the City Commissioners the benefit of student input; and

WHEREAS, students may:

1. Learn about City government and the democratic process;
2. Serve on additional City boards or committees as requested;
3. Develop and implement opportunities for other students to learn about City government;
4. Develop and maintain a network of students from whom the City Commissioners can request input; and
5. Develop and implement at least one community service project supporting a City function.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, that:

SECTION 1. The City Commission hereby establishes the Fernandina Beach Youth Advisory Committee:

(a) Creation and Role. There is hereby created a committee to be known as the "Fernandina Beach Youth Advisory Committee" hereinafter referred to as the "Committee." The Committee's role shall be to provide input and recommendations to the City Commission.

(b) Membership. The Committee shall be open to up to five (5) voting members in grades 9-12 and a secretary/clerk who is in grade 10. Students interested in serving on the Committee should submit an application to the City. The City Commissioners will appoint members to serve one-year terms to correspond with the school year.

(c) Removal of Members. By a majority vote, the Committee may request that the City Commission remove a member of the Committee who misses more than two consecutive meetings or events without notifying the Committee.

(d) Organizational Issues. At any time after the initial meeting of the Committee, the Committee shall adopt by-laws and may adopt rules of procedure deemed necessary for the conduct of its business.

(e) Expenses and Staff Support. Members of the Committee shall serve without compensation. The City Commission of the City of Fernandina Beach, Florida, is hereby authorized and empowered to pay, from its general funds, such expenses as the Committee may incur in the performance of Committee duties. At his/her discretion, the City Clerk shall provide staffing to

assist the Committee in the conduct of its business.

(f) Leadership. The Committee shall elect annually one of its members as its chairperson, one as vice-chairperson, one as secretary, and to any other leadership role as determined by the Committee.

(g) Meetings. The Committee shall meet as needed.

(h) Compliance with Ethics, Sunshine and Public Records Laws. When discussing potential recommendations to the City Commission of the City of Fernandina Beach, the members of the Committee are subject to the provisions of Part III of Chapter 112, the Code of Ethics for Public Officers and Employees, and all meetings for this purpose will be open to the public pursuant to § 286.011, Florida Statutes, and the public records provision of § 119.07, Florida Statutes.

SECTION 2. This Resolution shall take effect immediately upon passage

ADOPTED this 1st day of December, 2015.

CITY OF FERNANDINA BEACH



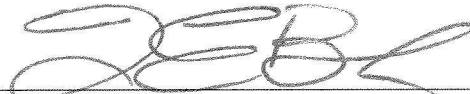
Edward E. Boner
Commissioner - Mayor

ATTEST:

APPROVED AS TO FORM & LEGALITY:



Caroline Best
City Clerk



Tammi E. Bach
City Attorney

C. 000

CITY COMMISSION AGENDA ITEM
CITY OF FERNANDINA BEACH

SUBJECT: Resolution 2015-83
Establishing the Fernandina Beach Youth Advisory Committee

DEPARTMENT: City Attorney

ATTACHMENTS: ☐ Ordinance ☒ Resolution
☐ Support Documents ☐ Other

RECOMMENDED ACTION: Approves Resolution 2015-83

SUMMARY: The attached Resolution authorizes the creation of a committee to be known as the Fernandina Beach Youth Advisory Committee. The Committee shall consist of five (5) members in grades 9-12. The inaugural Committee will consist of 5 students plus one alternate interested and selected by the City Commission. The City Commissioners will appoint members to serve one-year terms to correspond with the school year. Members of the Committee shall serve without compensation.

The inaugural board shall consist of 5 voting members (Dillon Basse, Bethy Spillane, Shanaya Thompson, Elizabeth Lai and Jesse Chapman) and one tenth grader to act as secretary/clerk to the Committee (Shelby Bradley). The City Commission will appoint a Commissioner liaison at its reorganizational meeting on December 15th. The first Youth Committee meeting will be held in January and posted as a public meeting after coordinating with student schedules.

FISCAL IMPACT: N/A

CITY ATTORNEY COMMENTS: No Additional Comments.

DEPARTMENT HEAD	Submitted by: Tammi E. Bach City Attorney	Date: 11/20/2015
	Requested Agenda	Date: 12/01/2015
FINANCE DEPARTMENT	Approved as to Budget Requirements	Date:
CITY ATTORNEY	Approved as to Form and Legality <i>TEB</i>	Date: 11/20/2015
CITY MANAGER	Approved Agenda Item for 12/01/2015 <i>mm</i>	Date: 11/20/2015

COMMISSION ACTION:	☒ Approved As Recommended	☐ Disapproved
	☐ Approved With Modification	☐ Postponed to Time Certain
	☐ Other	☐ Tabled

Approved at the City Commission
Regular Meeting
Held on *8/11/15*
Voted: *5-0* Initial: *TEB*

RESOLUTION 2017-148

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, SUNSETTING THE YOUTH ADVISORY COMMITTEE AND REPEALING RESOLUTION 2015-83; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in April 2015, the City Commission by consensus expressed their interest in establishing a Youth Advisory Committee and did so via Resolution 2015-83; and

WHEREAS, the general purpose of forming the Youth Advisory Committee was to give student leaders a voice in City of Fernandina Beach government and to give the City Commissioners the benefit of student input; and

WHEREAS, many of the students at Fernandina Beach High School are not City residents and unable to serve on the Commission's Youth Advisory Committee; and

WHEREAS, the City Commission believes it is in the best interests of the City for the Youth Advisory Committee to be sunsetted and consider adding ex-officio, non-voting student members to another City board (i.e. Parks & Recreation) to allow more high school students to learn about City government and provide input to City management without regard to their residency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby sunsets the Youth Advisory Committee and repeals Resolution 2015-83.

SECTION 2. This Resolution shall become effective immediately upon passage.

ADOPTED this 19th day of September, 2017.

CITY OF FERNANDINA BEACH



Robin C. Lentz
Commissioner – Mayor

ATTEST:



Caroline Best
City Clerk

APPROVED AS TO FORM & LEGALITY:



Tammi E. Bach
City Attorney

RESOLUTION 2015-83

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA ESTABLISHING THE FERNANDINA BEACH YOUTH ADVISORY COMMITTEE; PROVIDING FOR ITS CREATION AND PURPOSE; PROVIDING FOR APPOINTMENT OF MEMBERS; TERMS; PROVIDING FOR REMOVAL OF MEMBERS; PROVIDING FOR STAFFING; PROVIDING FOR MEETINGS; PROVIDING DUTIES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in April 2015, the City Commission by consensus expressed their interest in establishing a Youth Advisory Committee; and

WHEREAS, the general purpose is to give student leaders a voice in the City of Fernandina Beach government and to give the City Commissioners the benefit of student input; and

WHEREAS, students may:

1. Learn about City government and the democratic process;
2. Serve on additional City boards or committees as requested;
3. Develop and implement opportunities for other students to learn about City government;
4. Develop and maintain a network of students from whom the City Commissioners can request input; and
5. Develop and implement at least one community service project supporting a City function.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, that:

SECTION 1. The City Commission hereby establishes the Fernandina Beach Youth Advisory Committee:

(a) Creation and Role. There is hereby created a committee to be known as the "Fernandina Beach Youth Advisory Committee" hereinafter referred to as the "Committee." The Committee's role shall be to provide input and recommendations to the City Commission.

(b) Membership. The Committee shall be open to up to five (5) members in grades 9-12. Students interested in serving on the Committee should submit an application to the City. The City Commissioners will appoint members to serve one-year terms to correspond with the school year.

(c) Removal of Members. By a majority vote, the Committee may request that the City Commission remove a member of the Committee who misses more than two consecutive meetings or events without notifying the Committee.

(d) Organizational Issues. At any time after the initial meeting of the Committee, the

Committee shall adopt by-laws and may adopt rules of procedure deemed necessary for the conduct of its business.

(e) Expenses and Staff Support. Members of the Committee shall serve without compensation. The City Commission of the City of Fernandina Beach, Florida, is hereby authorized and empowered to pay, from its general funds, such expenses as the Committee may incur in the performance of Committee duties. At his/her discretion, the City Attorney shall provide staffing to assist the Committee in the conduct of its business.

(f) Leadership. The Committee shall elect annually one of its members as its chairperson, one as vice-chairperson, one as secretary, and to any other leadership role as determined by the Committee.

(g) Meetings. The Committee shall meet as needed.

(h) Compliance with Ethics, Sunshine and Public Records Laws. When discussing potential recommendations to the City Commission of the City of Fernandina Beach, the members of the Committee are subject to the provisions of Part III of Chapter 112, the Code of Ethics for Public Officers and Employees, and all meetings for this purpose will be open to the public pursuant to § 286.011, Florida Statutes, and the public records provision of § 119.07, Florida Statutes.

SECTION 2. This Resolution shall take effect immediately upon passage

ADOPTED this 19th day of May, 2015.

CITY OF FERNANDINA BEACH

Edward E. Boner
Commissioner - Mayor

ATTEST:

APPROVED AS TO FORM & LEGALITY:

Caroline Best
City Clerk

Tammi E. Bach
City Attorney