

**COMMUNITY RESILIENCY AND LEISURE SERVICES ADVISORY BOARD
CITY OF CLEARWATER, FLORIDA**

RULES AND REGULATIONS

ARTICLE I – JURISDICTION

Section 1: These rules and regulations supplement and establish procedures for compliance with Clearwater Code of Ordinances which apply to the Community Resiliency and Leisure Services Advisory Board and the operation of City Advisory Boards and Committees. (Ordinance 9855-25; Sections 2.101-2.104 of City Code)

ARTICLE II – PURPOSE

Section 1: The objective of the community resiliency and leisure services advisory board is to provide feedback and guidance to the city council on endeavors that enhance sustainable recreation, parks, athletic fields, library services, and cultural programs at city facilities and foster community interest in events and initiatives that promote community well-being and environmental stewardship.

Advise on the establishment of rules or regulations governing the library system as requested. Review challenges from a citizen who questions the inclusion of any item in the library collection as requested by the Library Director.

If requested by city staff, the board shall hold public hearings for requests to rename a city park or a portion of a recreation facility and provide the city council with a recommendation for a final decision. In the absence of a request for review by city staff, the board shall have no jurisdiction to review or conduct hearings regarding the renaming of any city asset or property.

Prioritize recreational needs for inclusion in the parks and recreation master plan. Seek public sentiment on prospective grant applications as requested by the Parks and Recreation Director and Sustainability and Environmental Division Manager.

Provide insight to city council on environmental activities within and affecting the city.

Identify educational opportunities and community outreach sessions on topics or initiatives supporting the city's community well-being and environmental stewardship objectives identified in the strategic plan.

Engage residents to build and strengthen community support and feedback on existing and future projects.

Notwithstanding the previous paragraph, the board shall not advise or conduct hearings on matters on which the city council has already made a decision at a public meeting.

The board shall submit reports to the city council regarding their recommendations, including an annual activity report.

ARTICLE III - MEMBERS

Section 1: There will be seven members appointed by the City Council. Board members shall serve four-year terms.

ARTICLE IV – OFFICERS AND THEIR DUTIES

Section 1: The officers shall be a Chair and a Vice-Chair.

Section 2: The Chair shall preside over meetings of the Community Resiliency and Leisure Services Board and perform such other functions as the board may assign by rule or order.

Section 3: The Chair shall be one of the members of the Board. The Chair shall have the privilege of discussing all matters before the Board and shall have the same voting rights as all Board members. The Chair shall not make or second a motion.

Section 4: The Vice-Chair shall act in the absence of the Chair and perform other such duties as the Chair may assign. In the absence of the Chair and Vice-Chair, the most senior member of the Board present at the meeting shall assume the duties of the Chair. Should the Chair vacate the office, the Vice-Chair shall act as Chair until the next Chair is elected at the next regular meeting.

ARTICLE V – ELECTION OF OFFICERS

Section 1: Nomination of officers shall be made from the floor at the first meeting of each year, and the election shall be held immediately thereafter.

Section 2: A candidate receiving a majority vote shall be declared elected and shall serve a term of one year or until a successor is elected.

Section 3: Vacancies in office shall be filled immediately by regular election procedures

ARTICLE VI – MEETINGS

Section 1: Meetings - The board will meet every other month or as called by the Board Liaison.

Section 2: Notice of all meetings shall be given to all Board members at least 24 hours in advance of the meeting.

Section 3: Attendance – Members shall notify the Board Liaison if they are unable to attend a meeting. Excessive absenteeism shall be addressed as defined in Sec. 2.066 of the City Code. Excessive absence shall mean more than three absences, excused or unexcused, in any consecutive 12-month period.

Section 4: A quorum for all meetings shall be four board members. All actions of the Board shall require the concurring vote of a simple majority of the members of the Board then present and voting. No meetings may be called to order and no business transacted without a quorum present.

Section 5: All board meetings and records will be open to the public and subject to Sunshine Law, FS 119.

Section 6: The Board Liaison will present agenda items to be addressed by the Board.

Section 7: Parliamentary procedure in board meetings shall be governed by the current edition of Robert's Rules of Order and by the Rules and Regulations contained herein.

Section 8: Before action is taken on a motion, the Chair shall open the floor for the board to accept testimony from the audience, up to three minutes per speaker. Each member present shall cast an "aye" or "nay" vote on each item before the Board.

ARTICLE VII – ORDER OF BUSINESS

1. Call to Order
2. Approval of Minutes
3. Citizens to be Heard re Items not on the Agenda
4. New Business Items
5. Old Business Items
6. Board Members to be Heard
7. Adjourn

ARTICLE VIII – MISCELLANEOUS

Section 1: These Rules and Regulations may be altered in a manner not inconsistent with the City Code during a regular meeting by the affirmative vote of at least four members of the board, provided notice of the proposed change is given to the Board at a preceding regular meeting.

Section 2: The provisions of these Rules and Regulations may be discussed and/or adopted, or readopted by the Board as deemed necessary.

THESE RULES AND REGULATIONS ARE HEREBY ADOPTED THIS _____ DAY OF _____ 2026.