

**RESOLUTION NO. 21-16**

**A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AMENDING THE TRAINING REQUIREMENTS FOR MEMBERS OF BOARDS AND COMMITTEES BY CHANGING THE TIMELINES AND ADDING STAFF LIAISONS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, City boards and committees provide grassroots perspectives on community issues, enabling the City Commission to utilize the expertise of citizens with unique qualifications and/or backgrounds. Boards and committees expand the opportunity for citizen input and participation in policy development. The primary responsibility of most boards is to advise and make recommendations to the Mayor and Commission; and

**WHEREAS**, each board and committee is subject to the provisions of F.S. Ch. 112, F.S. Ch. 119 and F.S. Ch. 286 (the Public Ethics Law, Public Records Law and the Government in the Sunshine Law, respectively), and

**WHEREAS**, to better ensure the accountability and effectiveness of City boards and committees, the City Commission desires that all board and committee members and staff liaisons receive training provided by or sponsored by the City, and

**WHEREAS**, on November 23, 2020, the City Commission adopted Resolution No. 20-57 which adopted training requirements for board and committee members; and

**WHEREAS**, the City Commission desires to amend the training requirements.

**NOW, THEREFORE**, be it resolved by the City Commission of the City of Atlantic Beach, Florida, as follows:

**SECTION 1.** The City Commission hereby approves the following amended requirements:

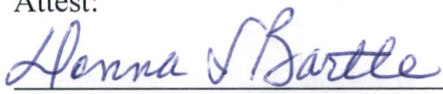
1) Each newly-appointed board and committee member and any new staff liaisons shall be required to complete initial board training, provided by or sponsored by the City, and upon completion of the training, shall certify completion and acknowledge understanding of the duties and responsibilities of such membership/staff position within 180 days from the date the member's term/staff liaison's role begins.

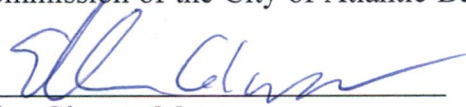
2) All members of the City's boards and committees and their respective staff liaisons shall be required to complete biennial training, provided by or sponsored by the City, and upon completion of the training, shall certify completion and acknowledge understanding of the duties and responsibilities of such membership/staff position. All members/staff liaisons shall complete training in each odd-numbered year no later than July 1 of the applicable year.

**SECTION 2.** This Resolution shall take effect upon adoption by the City Commission.


PASSED AND ADOPTED by the Mayor and City Commission of the City of Atlantic Beach, this 22<sup>nd</sup> day of February, 2021.

Attest:

  
\_\_\_\_\_  
Donna L. Bartle, City Clerk

  
\_\_\_\_\_  
Ellen Glasser, Mayor

Approved as to form and correctness:

  
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Brenna M. Durden, City Attorney