

## *DIVISION 7. COMMUNITY OUTREACH ADVISORY BOARD*

### **Sec. 2-264. Creation of board.**

There is hereby created and established in the city an advisory board to be known as the "community outreach advisory board." The duration of the board shall sunset and terminate on April 23, 2022, unless extended by subsequent ordinance or earlier terminated by the city commission.

(Ord. No. 2019-005, § 2, 3-14-19)

### **Sec. 2-265. Function.**

The community outreach advisory board shall have the following functions:

- (1) Act in an advisory capacity to the community relations division in matters relating to public relations, social media, video production, marketing and branding.
- (2) Recommend innovative ideas for social media platforms.
- (3) Develop story ideas for CreekTV and CreekTALK.
- (4) Advise on website improvement and content enhancement.
- (5) Serve as street monitors to advise on signage improvements and repair.

(Ord. No. 2019-005, § 2, 3-14-19)

### **Sec. 2-266. Membership.**

- (a) The community outreach advisory board shall consist of five (5) regular members and one (1) alternate. Each member of the city commission shall nominate one (1) member to the community outreach advisory board. A majority of the city commission shall approve the nominations. The alternate member of the board shall be nominated by the mayor and approved by a majority of the city commission. The members of the community outreach advisory board shall be appointed for a term as fixed by ordinance of the city. Removal of members shall be as provided in the Coconut Creek Code of Ordinances.
- (b) Members shall, to the extent practicable, represent interests, specialties and qualifications in any of the following fields:
  - (1) Branding, marketing, public relations, social media, video production, or website production; or

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- (2) Alternatively, demonstrate strong and sincere commitment to the enhancement and promotion of a positive city of image and possession of an outstanding reputation for civic activity and interest, integrity, and responsibility, with preference to applicants who have completed Coconut Creek Citizen's Academy.

(Ord. No. 2019-005, § 2, 3-14-19; Ord. No. 2019-033 , § 2, 1-23-20)

**Sec. 2-267. Officers/rules and procedures/meetings/voting requirements.**

- (a) *Officers.* The community outreach advisory board, from its membership, shall elect a chairperson whose duties shall be to preside over the meetings of the board. The board shall also elect a vice-chairperson whose duties will be to serve in the chairperson's absence.
- (b) *Rules and procedures.* The board shall adopt a set of rules to govern its own procedures. In the absence of specific board rules, "Roberts Rules of Order" shall act as the guide for rules of procedure.
- (c) *Meetings.* The board shall meet twice a year as determined by the city manager or the mayor or his/her designee. All meetings of the board shall be open to the public and held in accordance with state law governing public meetings.
- (d) *Voting requirements.* Attendance of three (3) members of the community outreach advisory board at any duly authorized meeting shall constitute a quorum. An affirmative vote of three (3) members of the board shall at all times be necessary to pass any motion or matter of business brought to the community outreach advisory board.

(Ord. No. 2019-005, § 2, 3-14-19)