

1 TOWN OF JUNO BEACH, FLORIDA

2
3 ORDINANCE NO. 772

4
5 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO
6 BEACH, FLORIDA, AMENDING ARTICLE IV, "BOARDS AND
7 COMMISSIONS," OF CHAPTER 2, "ADMINISTRATION," OF THE TOWN
8 CODE OF ORDINANCES TO ADOPT A NEW DIVISION 1, "AUDIT
9 OVERSIGHT COMMITTEE," PROVIDING FOR CREATION OF THE
10 COMMITTEE; PROVIDING FOR THE COMMITTEE'S COMPOSITION,
11 MEMBERSHIP, AND MEETINGS; PROVIDING FOR THE COMMITTEE'S
12 DUTIES; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS
13 AND AN EFFECTIVE DATE.

14
15 WHEREAS, the Town Council wishes to create an Audit Oversight Committee for the
16 Town of Juno Beach to oversee the Town's annual independent external audit and perform
17 such other duties as may prescribed by the Town Council; and

18
19 WHEREAS, the Town Council determines that the adoption of this Ordinance is in
20 the best interests of the residents and property owners of the Town of Juno Beach.

21
22 NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN
23 OF JUNO BEACH, FLORIDA as follows:

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25 **Section 1.** The foregoing "Whereas" clauses are hereby ratified and incorporated
26 herein.

27
28 **Section 2.** The Town Council hereby amends Article IV, "Boards and Committees,"
29 of Chapter 2, "Administration," of the Town Code of Ordinances by adopting a new Division
30 1 to read as follows (additional language underlined):

31
32 **Chapter 2 – Administration**

33 * * *

34
35
36 ARTICLE IV. BOARDS AND COMMISSIONS

37
38 DIVISION 1. AUDIT OVERSIGHT COMMITTEE

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40 **Sec. 2-137. Creation.**

41
42 The town council hereby creates an audit oversight committee.

43
44 **Sec. 2-138. Composition; terms; organization; meetings.**

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46 (a) Composition. The audit committee shall consist of five (5)
47 members to serve at the pleasure of the town council. Each of the members
48 shall be town residents with educational and/or practical experience in the
49 fields of business, accounting, or finance.

1
2 **(b) Terms.** The town council shall appoint members to serve two-
3 year terms, with the initial term expiring on March 31, 2026. Members shall
4 continue to serve until their successors are appointed. Appointments to fill
5 vacancies shall be for the remainder of the unexpired term.

6
7 **(c) Organization.** At the first meeting after the town council's initial
8 appointment of the committee members and at the first meeting after April 1st
9 every two years thereafter (starting April 1, 2026), the committee shall select
10 a chairperson to preside at the meetings and act as the official spokesperson
11 of the committee.

12
13 **(d) Meetings.** The committee shall meet at least once every three
14 months or as otherwise determined by the committee.

15
16 **Sec. 2-139. Duties.**

17
18 The audit oversight committee shall have the following duties and
19 responsibilities:

- 20
21 **(1) Serve as the auditor selection committee (when serving as the**
22 auditor selection committee, a member of the town council shall
23 be appointed to serve on the committee and shall assume the
24 role of chairperson as required by state law);
- 25
26 **(2) Oversee and monitor the independent audits of the town's**
27 financial statements from the selection of the independent
28 auditor to the review and resolution of the audit findings,
29 including assistance in ensuring any corrective actions are
30 taken;
- 31
32 **(3) Serve as advisor to the town council and conduct any financial**
33 studies and analyses requested by the town council;
- 34
35 **(4) Present an annual written report to the town council**
36 demonstrating how the committee has discharged its duties and
37 responsibilities; and
- 38
39 **(5) Perform such other duties as may be assigned by the town**
40 council.
- 41
42

Sec. 2-140. Clerical and administrative support.

(a) The town manager and town clerk shall furnish the committee any necessary clerical support and technical assistance, including the preparation of agendas and minutes.

(b) The finance director shall act as liaison to the committee, attend all committee meetings, and act as liaison between the committee and the town's independent auditors.

Section 3. The provisions of this Ordinance shall become and be made a part of the Code of the Town of Juno Beach, Florida.

Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of the Ordinance.

Section 5. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 6. This Ordinance shall become effective immediately upon adoption

FIRST READING this _____ day of _____, 2023.

SECOND, FINAL READING AND ADOPTION this _____ day of _____, 2023.

_____ AYE	_____ NAY	_____ ALEXANDER COOKE, MAYOR
_____ AYE	_____ NAY	_____ PEGGY WHEELER, VICE MAYOR
_____ AYE	_____ NAY	_____ MARIANNE HOSTA, VICE MAYOR PRO TEM
_____ AYE	_____ NAY	_____ ELAINE K. COTRONAKIS, COUNCILMEMBER
_____ AYE	_____ NAY	_____ DD HALPERN, COUNCILMEMBER

ATTEST: APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____ CAITLIN COPELAND-RODRIGUEZ TOWN CLERK	_____ LEONARD G. RUBIN TOWN ATTORNEY
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