

RESOLUTION  
NUMBER 2009-10

DEPUTY CLERK CRC

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEVY COUNTY, FLORIDA, ESTABLISHING THE CONSTITUTIONAL AND COURT FACILITIES COMMITTEE; PROVIDING FOR ITS FUNCTIONS, POWERS, AND DUTIES; PROVIDING FOR MEMBERSHIP AND APPOINTMENT; PROVIDING FOR OFFICERS, QUORUM, AND RULES OF PROCEDURE; PROVIDING FOR COMPLIANCE WITH APPLICABLE LAWS; PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the Board of County Commissioners of Levy County, Florida (hereinafter "the Board"), desires to create an advisory committee comprised of constitutional officers, court officers, and other elected officials whose offices make use of the court system; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Levy County, Florida, that:

1. Advisory Committee established. There is hereby established the Constitutional and Court Facilities Committee (hereinafter "the Committee").
2. Functions, powers and duties of the Committee. The functions, powers and duties of the Committee shall be as follows:
  - a. Make recommendations to the Board regarding office and building space for the offices of the each of the members of the Committee and their functions.
  - b. Make recommendations to the Board regarding any other issues or subject assigned by the Board.
  - c. Perform any other duties assigned by the Board.

3. Membership.

a. The Committee shall be composed of ten (10) members. The members of the Committee shall consist of the Chair of the Board or any other member of the Board as specifically appointed by the Board to serve in the Chair's stead, the Chief Judge of the Eighth Judicial Circuit of the State of Florida, the County Judge for Levy County, the Levy County Clerk of the Circuit Court, the Levy County Sheriff, the Levy County Tax Collector, the Levy County Property Appraiser, the Levy County Supervisor of Elections, the State Attorney for the Eighth Judicial Circuit of the State of Florida, and the Public Defender for the Eighth Judicial Circuit of the State of Florida.

b. Except for a member of the Board who is serving on the Committee in the stead of the Chair of the Board, each member of the Committee shall automatically become a member upon the beginning of the term of the constitutional or judicial office listed in subsection 3a. to which that member was elected or appointed. In the case of a Board member who serves on the Committee in the stead of the Chair, that Board member shall be specifically appointed to the Committee by a majority vote of the Board. Upon the expiration of the term of the office to which an individual was elected or appointed, or upon the suspension or other inability of that individual to serve out his/her applicable term of office, that individual shall no longer be a member of the Committee.

c. Members of the Committee shall serve without compensation. All members are requested by the Board to devote the time necessary to participate in the activities of the Committee.

4. Officers, quorum, and rules of procedure.

a. At the first meeting, and annually thereafter, the membership of the Committee shall elect a chair, vice chair, and secretary from among the members. Officers' terms shall be for one (1) year, with eligibility for re-election.

b. The presence of four (4) or more members shall constitute a quorum of the Committee necessary to take action and transact business. In addition, once quorum requirements have been met, an affirmative vote of the majority of the Committee members present at a meeting shall be necessary in order to take official action. A tie vote shall not be considered an affirmative vote.

c. The Committee may, by a majority vote of the entire membership of the Committee, adopt rules of procedure or by-laws for the transaction of business. The Committee shall keep a written record of meetings, actions, findings and recommendations. Copies of all Committee minutes, actions, reports, findings and recommendations shall be submitted to the Board.

d. Committee members shall not be allowed to appoint alternate representatives with voting powers. A Committee member may appoint an individual to attend Committee meetings either with or without the Committee member, in order to provide information or presentations to the Committee, gather information from the Committee meetings, or for any other purpose; however, any such person appointed to attend the Committee meetings shall have no voting power on the Committee.

5. Compliance with Applicable Laws.

a. The Committee's activities shall be consistent with federal and state

laws and regulations.

b. All meetings of the Committee will be open to the public and subject to the applicable provisions of the Florida open meetings ("Sunshine") laws, Section 286.011, Florida Statutes.

c. The records of the Committee shall also be subject to the applicable provisions of the Florida Public Records Law, Chapter 119, Florida Statutes.

d. The members of the Committee shall be subject to the applicable provisions of the Code of Ethics for Public Officers and Employees, Chapter 112, Part III, Florida Statutes.

6. Duties of the County Coordinator or designee for the Committee. The duties of the County Coordinator or his/her designee for the Committee shall be:

a. To administer the activities of the Committee in accordance with the policies of the Board and this resolution.

b. To provide periodic written reports to the Board on the activities of the Committee as may be requested by the Board.

c. To provide any additional technical or administrative support as deemed appropriate by the County Coordinator.

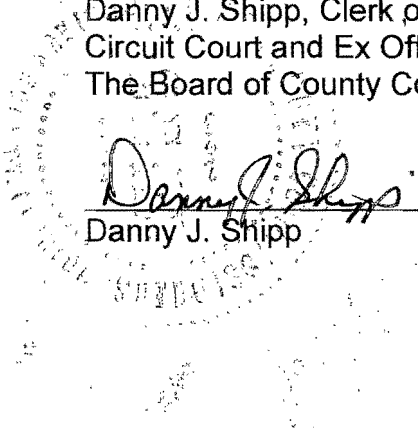
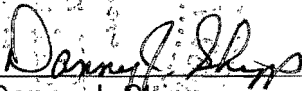
7. Effective Date. This resolution shall take effect immediately upon adoption by the Board of County Commissioners of Levy County, Florida.

PASSED AND DULY ADOPTED this 3rd day of February, 2009.

 BOARD OF COUNTY COMMISSIONERS  
OF LEVY COUNTY, FLORIDA

ATTEST:

Danny J. Shipp, Clerk of the  
Circuit Court and Ex Officio Clerk to  
The Board of County Commissioners

  
  
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Danny J. Shipp

  
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Nancy Bell, Chair

APPROVED AS TO FORM AND LEGAL  
SUFFICIENCY:

  
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Anne Bast Brown, County Attorney