

CHAPTER 170
Police Community Relations Advisory Group

- 170.01** Creation; members; term; vacancy.
- 170.02** Officers; meetings; records; quorum; reports.
- 170.03** Powers and duties.
-

170.01 CREATION; MEMBERS; TERM; VACANCY.

(a) The Police Community Relations Advisory Group shall consist of seven members. Each of the members shall serve for a period of three years and shall be appointed by the Mayor with consent and approval of the City Commission. No member shall serve more than three consecutive terms. After a member has served during three consecutive terms he shall be ineligible for reappointment to the Police Community Relations Advisory Group until one year has expired since his last date of service on the Advisory Group. Original appointments shall be staggered, such that three originally appointed members shall have a term of three years; three originally appointed members shall have a term of two years; and one originally appointed member shall have a term of one year.

(b) Any vacancy on the Police Community Relations Advisory Group shall be filled as in the case of the original appointment, as set forth herein, for the unexpired term of the member whose vacancy is so filled.

(c) All members of the Police Community Relations Advisory Group shall serve without compensation and shall be subject to removal from office by a majority of the City Commission.

(d) Persons eligible for service on the Police Community Relations Advisory Group shall meet the following qualifications:

- (1) Persons serving on another City board or commission shall not be eligible to serve on the Police Community Relations Advisory Group.
- (2) All seven Advisory Group members shall be electors of the City. Members shall be community leaders selected to represent neighborhood groups, the business community, the religious community, and other sectors of the community.

- (3) Except as otherwise provided in this section, elected public officials shall not be eligible to serve on the Police Community Relations Advisory Group. A member of a City employee's family, as defined in Section 111.04, shall not be eligible for service.
(Ord. 12-110. Passed 4-10-12.)
- (4) No person shall be appointed to, or continue to serve as, a member if such person has a criminal felony conviction of any type, or a criminal conviction for an offense against a police officer, such as resisting arrest, assaulting a police officer, or obstructing official business, within the last seven (7) years prior to that person's appointment, or at anytime during that person's service as a member.
- (5) Except as otherwise provided in this section, if any member of the Police Community Relations Advisory Group fails to meet any of the qualifications stated in subsection (d)(1) through (4) hereof, his office shall immediately become vacant.
- (6) The City Commission, by ordinance and upon finding that the particular expertise of a potential appointee or member is needed on the Police Community Relations Advisory Group, may waive any or all of the requirements of subsections (d)(1) and (2) hereof for such appointee or member.

(e) If any member of the Police Community Relations Advisory Group, appointed by the City Commission, is absent from three of any six consecutive regularly scheduled Advisory Group meetings, or if such member is unwilling or unable to attend a regularly scheduled prearranged discussion of the public business of the Advisory Group which fails to qualify as a "meeting" for lack of quorum, his office shall immediately become vacant. Such members shall have the opportunity to explain his absence to the City Commission and may be reappointed by a majority vote of the City Commission to complete the balance of his term.

(f) No Advisory Group member shall disclose any information or document which may come to his or her attention during the course of the member's service upon the Police Community Relations Advisory Group if the Chief of Police has identified such information or document as confidential and directed that the same not be disclosed.

(Ord. 03-358. Passed 10-28-03.)

170.02 OFFICERS; MEETINGS; RECORDS; QUORUM; REPORTS.

(a) The Police Community Relations Advisory Group shall elect from its membership a chairperson and such other officers as it may deem necessary. No chairperson shall serve more than two years during a period of six consecutive years. The term "year" means twelve consecutive months. The Advisory Group shall adopt rules and regulations consistent with law and ordinances. Meetings of the Advisory

Group shall be held every other month, and at such additional times as the Advisory Group may determine; provided, however, the chairperson may cancel a meeting if no member has proposed business to be conducted at the meeting. The time of regular meetings shall be specified in the rules and regulations of the Advisory Group. Special meetings shall be called by the chairperson. There shall be fixed place of meeting.

(b) The Police Community Relations Advisory Group shall keep minutes of its proceedings, showing the action of the Advisory Group and the vote of each member upon each question or, if absent or failing to vote, indicating such fact, and shall keep records of all of its official action, all of which shall be filed promptly in the office of the Police Chief. The presence of four members shall constitute a quorum. The Advisory Group shall act by resolution and a copy of each resolution duly adopted shall be filed in the office of the Clerk of the City Commission. The Police Chief or his duly authorized representative shall serve as Secretary to the Advisory Group.

(c) The Police Community Relations Advisory Group shall make such annual and other reports as may be required by the City Commission.
(Ord. 03-358. Passed 10-28-03.)

170.03 POWERS AND DUTIES

Without limitation on the general powers or authority necessary or incidental to the purposes for which the Police Community Relations Advisory Group is appointed, the duties of the Advisory Group shall be to study matters affecting and concerning the relationship between the Police Division and members of the community and to make recommendations to and advise the Police Chief, City Manager and the City Commission from time-to-time through the City Manager on policy matters, including, but not limited to, specifically the following issues:

- (1) recruitment of a racially and culturally diverse workforce at all levels of the Police Division.
- (2) the provision and monitoring of effective cultural diversity training;
- (3) identification and elimination of any racial profiling practices;
- (4) defining and evaluating the process by which citizen complaints are handled; and
- (5) working with the Police Chief to identify specific community issues and concerns at the earliest possible stage.

The Advisory Group shall study such other matters as the Police Chief, City Manager or the City Commission may designate from time-to-time.
(Ord. 03-358. Passed 10-28-03.)