

**ORDINANCE NO. 2024-2302**

**AN ORDINANCE OF THE CITY OF NEW PORT RICHEY, FLORIDA, PROVIDING FOR AMENDMENT OF ARTICLE IV OF CHAPTER 2 OF THE CODE OF ORDINANCES, PERTAINING TO BOARDS, COMMITTEES AND COMMISSIONS OF THE CITY; PROVIDING FOR A FLOOD RISK AND PREPAREDNESS PUBLIC INFORMATION COMMITTEE; PROVIDING FOR DUTIES, MEMBERSHIP, MEETINGS AND PROCEDURES OF THE COMMITTEE; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**

WHEREAS, the Federal Emergency Management Agency under the National Flood Insurance Program has developed a Community Rating System (CRS) which affects rates for flood insurance within communities throughout the United States;

WHEREAS, guidelines have been promulgated under the National Flood Insurance Program to assist communities in improving its rating under the CRS;

WHEREAS, the establishment of a public information committee and the adoption of a Program for Public Information can enhance a community's rating under the CRS;

WHEREAS, the City Council has found that the establishment of a Flood Risk and Preparedness Public Information Committee is in the best interest of the City; and

WHEREAS, it is declared as a matter of legislative determination and public policy that the provisions and prohibitions herein are necessary in the public interest; and it is further declared that the provisions and prohibitions herein are in pursuance of and for the purpose of securing and promoting the public health, safety, welfare and quality of life in the City in accordance with the City's police powers.

**NOW, THEREFORE, THE CITY OF NEW PORT RICHEY, FLORIDA HEREBY ORDAINS:**

**SECTION 1. Amendment.** Article IV of chapter 2 of the Code of Ordinances, pertaining to boards, committees and commissions of the city and providing as set forth hereafter, is hereby amended to add division 6 thereto, as follows (strikeout text is deleted and underlined text is added):

**DIVISION 6. - FLOOD RISK AND PREPAREDNESS PUBLIC INFORMATION COMMITTEE**

**Sec 2-100. - Created.**

The city council hereby creates the Flood Risk and Preparedness Public Information Committee. The purpose of the Flood Risk and Preparedness Public Information Committee is to offer advisory opinions and recommendations to the city council on best practices for information dissemination regarding flood risk and emergency preparedness. This committee will be in conformance with the Community Rating System Manual, including subsequent editions and amendments, from the Federal Emergency Management Agency for administration of the National Flood Insurance Program’s Community Rating System.

**Sec. 2-101. - Duties and responsibilities.**

The duties and functions of the Flood Risk and Preparedness Public Information Committee shall be as follows:

- (a) To serve as the advisory committee to the city council for information dissemination to residents and business owners regarding flood risk, emergency preparedness, and flood resiliency;
- (b) To complete an initial review and recommend adoption of the city’s Program for Public Information, as defined and in accordance with the Community Rating System Manual;
- (c) To conduct a minimum of two (2) public meetings to assess the city’s public information needs and to review and recommend to the city council the Program for Public Information;
- (d) To conduct meetings from time to time, at least one (1) time per calendar year, to review, revise, and recommend modifications to the Program for Public Information as necessary;
- (e) To participate as a stakeholder in public information efforts through event attendance and outreach projects relating to flood risk; and
- (f) To serve, as-needed, as an advisory committee to the city council for other activities necessary to improve the city’s status in the Community Rating System of the National Flood Insurance Program, in accordance with the Community Rating System Manual.

**Sec. 2-102. - Membership.**

- (a) Members of the Flood Risk and Preparedness Public Information Committee shall be comprised of both city staff and stakeholders. Stakeholders shall be those with a vested interest in the city.
- (b) The committee shall have at least one (1) member from the city’s floodplain management office and one (1) member from the city’s public information office.
- (c) The committee shall have a minimum of seven (7) members, and such additional members as appointed from time to time by the city council. At all times, the committee shall be comprised of no fewer than fifty percent stakeholder members. A quorum shall consist of a majority of members appointed from time to time by city council.

- (d) The city council shall seek to have stakeholder members include, but be not limited to, floodplain residents, insurance agents that service the city, developers and contractors that operate in the city, environmental organization members, realtors that service the city, emergency responders, and business organizations within the city.
- (e) Members of the committee shall serve terms of two (2) years. The city council shall designate at least two (2) members to serve an initial term of one (1) year to provide for staggered terms.
- (f) The city council shall select the committee members by a majority vote. The city council by a majority vote may remove any member with or without cause. A committee member who misses two (2) consecutive meetings shall be deemed to have resigned unless the absence is excused by a majority vote of the committee members present at a meeting of the committee.

**Sec. 2-103. - Officers.**

The voting members of the Flood Risk and Preparedness Public Information Committee shall elect one (1) of their members to serve as chairperson and one (1) of their members to serve as secretary. The secretary shall record minutes for each meeting of the committee. The secretary shall keep the original copy of the minutes and furnish a copy of the minutes to the city clerk. The chairperson shall submit an annual report to the city council of the committee’s activities for the prior year.

**Sec. 2-104. - Voting authority.**

All members shall be entitled to be heard as to any business brought before the committee. Only members are entitled to vote on all matters before the committee. Members of the committee having a voting conflict of interest under Florida law shall abstain from voting as required.

**Sec. 2-105. - Meetings.**

All meetings of the committee shall be open to the public, pursuant to F.S. section 286.011. The time, date, place, and agenda of the meeting shall be posted by the city clerk in city hall one (1) week prior to the meetings unless an emergency exists. All meetings shall be conducted in accordance with Robert's Rules of Order. The chairperson shall allow public comment at the committee’s meetings in a manner deemed appropriate by the chair.

**Sec. 2-106. – Compensation.**

The members of the committee shall serve without compensation but may receive reimbursement for travel expenditures in accordance with Florida law and the city’s travel policy.

**SECTION 2. Conflict with Other Ordinances and Codes.** All ordinances or parts of ordinances of the City of New Port Richey, Florida, in conflict with the provisions of this ordinance, are hereby repealed to the extent of such conflict.

**SECTION 3. Severability.** If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

**SECTION 4. Effective Date.** This ordinance shall take effect immediately upon its adoption as provided by law.

The foregoing Ordinance was duly read and approved on first reading at a duly convened meeting of the City Council of the City of New Port Richey, Florida this 18<sup>th</sup> day of June, 2024, and read and adopted on second reading at a duly convened meeting of the City Council of the City of New Port Richey, Florida this 2<sup>nd</sup> day of July, 2024.

ATTEST:

By: \_\_\_\_\_  
Judy Meyers, CMC, City Clerk

By: \_\_\_\_\_  
Alfred C. Davis, Mayor-Council Member

(Seal)

APPROVED AS TO FORM AND LEGALITY FOR THE  
SOLE USE AND RELIANCE OF THE CITY OF NEW  
PORT RICHEY, FLORIDA:

\_\_\_\_\_  
Timothy P. Driscoll, City Attorney CA Approved 6-5-24