

CITY OF CORAL GABLES, FLORIDA

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF CORAL GABLES COMMISSION CREATING IN ACCORDANCE WITH THE CITY CODE, ARTICLE III, DIVISION 1, SECTION 2-64, THE HOPKINS/COOPER SCHOLARSHIP COMMITTEE AND SETTING FORTH GUIDELINES BY WHICH SUCH COMMITTEE SHALL BE GOVERNED; PROVIDING FOR SEVERABILITY, REPEALER, CODIFICATION, AND AN EFFECTIVE DATE.

**WHEREAS**, the City's scholarship fund, now known as the Donald R. Hopkins and William A. Cooper Scholarship Program, was founded in 1989 to assist student-residents in meeting the financial demands of higher education; and

**WHEREAS**, the scholarship program has thus far been administered by an informal committee comprised of scholarship founder, Commissioner Jim Barker, William Cooper (deceased), Leona Cooper, Edwina Prime and Leona Cooper Baker; and

**WHEREAS**, the City Commission desires to formalize the administration of the Donald R. Hopkins and William A. Cooper Scholarship Program; and

**WHEREAS**, the scholarship is based on several factors, including residency in the MacFarlane Homestead or Golden Gate neighborhoods, financial need, academic performance, enrollment in Coral Gables Senior High School and a minimum 2.5 GPA; and

**WHEREAS**, the City of Coral Gables has a unique opportunity to assist scholarship recipients in attaining their educational and career goals.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF CORAL GABLES:**

**SECTION 1.** Incorporation. That the foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon the adoption hereof.

**SECTION 2.** Creation and Purpose. That the Hopkins/Cooper Scholarship Committee is hereby created for the purpose of administering the Donald R. Hopkins and William A. Cooper Scholarship Program. The Committee shall make non-binding recommendations for award recipients, in addition to making recommendations with

regard to (i) improving the administration of the scholarship program, (ii) developing a plan for increasing the awareness of the program among eligible students, (iii) resolving questions that might arise about the program and (iii) modifying and updating the scholarship criteria as appropriate.

**SECTION 3.** Qualifications. That Hopkins/Cooper Scholarship Committee Members shall have their primary place of residence within the boundaries of the City.

**SECTION 4.** Membership. The Committee shall consist of (5) Members, each appointed by a Member of the City Commission, and ratified by the City Commission as a whole. At least one member of the Committee should be a resident of the MacFarlane Homestead or Golden Gate neighborhood.

**SECTION 5.** Grandfather Clause. The informal committee that has administered the Hopkins/Cooper scholarship thus far shall be permitted to continue their service for the Committee's first term. Each existing member shall be grandfathered in to the Committee for a term of office that shall commence September 1, 2014, for two (2) consecutive years expiring on August 30, 2016, or until a successor has been selected and qualified.

**SECTION 6.** Appointment and Removal. That the Hopkins/Cooper Committee members' terms of office shall commence September 1, 2014, for two (2) consecutive years expiring on August 30, 2016, or until a successor has been selected and qualified, and thereafter terms shall commence September 1 of even numbered years and expire August 30 of subsequent odd numbered years, or until a successor has been selected and qualified. All appointments for replacement of any member shall be for the said member's unexpired term.

**SECTION 7.** Chairperson. That the Committee shall elect from among its membership a Chairperson and Vice Chairperson who shall serve for a period of one (1) year, and may be named to successive terms if the Committee so chooses.

**SECTION 8.** Administrative Staff Support. That the City Manager shall appoint a staff member to serve as a liaison with and Secretary for the Hopkins/Cooper Scholarship Committee, and provide services as required by City Code, Article III, Division 1, Section 2-63, including, but not limited to, preparation of summary minutes.

**SECTION 9.** Meetings. That the Committee shall hold two regular meetings each year and special meetings at such times as the Committee may determine, at the call of the Chairman or the Secretary. If there is no business to conduct, a meeting need not be held, however, the Committee must meet at least semi-annually to remain active.

**SECTION 10.** Quorum. That meetings shall be called to order when a quorum is present, which shall be at least three (3) members, and a decision of a majority of the

members present and voting at which a quorum is present shall be the decision of the Committee.

**SECTION 11.** Compensation. That all members of the Hopkins/Cooper Scholarship Committee shall serve without compensation.

**SECTION 12.** Public Meetings. That all meetings of the Committee shall be open to the public and a written summary of the proceedings shall be kept showing its action on each question considered. Such record shall be filed in the office of the Secretary and submitted to the City Commission.

**SECTION 13.** Written Reports. That the Hopkins/Cooper Scholarship Committee shall submit an annual report to the City Commission in accordance with City Code, Article III, Division 1, Section 2-66.

**SECTION 14.** Compliance with Board and Committee Rules. That the Committee shall be governed by any and all legislation enacted by the City Commission, as well as any applicable administrative policies that govern the functions of City boards and committees, including, but not limited to the provisions of the City Code.

**SECTION 15.** Costs. That all costs incurred for notifications, mailings, printings, legal and/or courtesy advertisements, and other items necessary to conduct the business of the Committee shall be borne by the City.

**SECTION 16.** Repealer. All ordinances or parts of ordinances in conflict herewith, be and the same, are hereby repealed.

**SECTION 17.** Severability. If any section, clause, sentence or phrase of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, then said holding shall not affect the validity of the remaining portions of this Ordinance.

**SECTION 18.** Codification. It is the intention of the Commission of the City of Coral Gables, Florida, that the provisions of this Ordinance shall become and be made a part of the City of Coral Gables Code of Ordinances; and that the sections of this Ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section", "article" or such other appropriate word or phrase in order to accomplish such intentions.

**SECTION 19.** Effective Date. That this Ordinance shall become effective as of November 18, 2014.

PASSED AND ADOPTED THIS EIGHTEENTH DAY OF NOVEMBER A.D., 2014.

(Motion:  
(Yea:

(Clerk's Item No.    )

JAMES CASON  
MAYOR

ATTEST:

WALTER FOEMAN  
CITY CLERK

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

CRAIG E. LEEN  
CITY ATTORNEY