



# City of Tampa

*Jane Castor, Mayor*

## Office of the City Attorney Scott I. Steady, City Attorney

315 E. Kennedy Blvd., 5<sup>th</sup> Floor  
Tampa, Florida 33602

Office (813) 274-8996

Fax: (813) 274-8809

## MEMORANDUM

**DATE:** February 25, 2026

**TO:** The Honorable Chair and Members of Tampa City Council

**THROUGH:** Scott I. Steady, City Attorney 

**FROM:** Carl Brody, Assistant City Attorney 

**SUBJECT:** **File No. CM26-20932** – That the legal department be requested to present on March 5, 2026, an ordinance establishing a formal City of Tampa Veterans Advisory Committee

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This memorandum responds to City Council's January 15, 2026, Motion No. CM26-20932, which directed Legal Staff to prepare an ordinance establishing a formal City of Tampa Veterans Advisory Committee. Attached is the draft ordinance and the City Attorney's Office will be present to discuss the draft language.

CB:kl

Attachment: Draft Ordinance

cc: Office of the Chief of Staff  
Martin Shelby, City Council Attorney  
Shirley Foxx-Knowles, City Clerk  
Suling Lucas-Harris, Deputy City Clerk



1 Veteran. The term "veteran" means a person who serves or has served in active military service,  
2 including the navy, coast guard, air force, marines, army, space force, and their respective  
3 national guard or reserve components, regardless of discharge status or time served.

4 **Section 4.** That City of Tampa Code, Section 2-327. – **RESERVED** is hereby amended by  
5 adding the underlined language as follows:

6  
7 **Section 2-327. Veterans' advisory board.**

8 a) Composition. There is hereby created a Veterans' Advisory Committee (VAC) for the City  
9 of Tampa consisting of 13 members. Composition of the VAC shall consist of seven (7) members  
10 appointed by each member of City Council and six (6) members appointed by the mayor.

11 b) Terms. All members shall serve for a term of three years and may be removed by their  
12 appointing official for cause. The terms of office shall be staggered so that subsequent  
13 appointments shall not all recur at the same time. At the commencement VAC members shall be  
14 appointed as follows: four members for a one-year term; four members for a two-year term;  
15 and five members for a three-year term. All subsequent appointments shall be for three-year  
16 terms unless the appointment is required to fill a vacancy.

17 c) Appointment. Each At-Large city council member shall appoint a member for an initial  
18 one-year term; each city council member representing a district shall appoint a member for an  
19 initial two-year term; the mayor shall appoint one member for an initial one- year term and five  
20 members for a three-year term.

21 d) Membership. Membership shall consist of veterans, immediate family members,  
22 spouses or domestic partners, or survivors or caregivers of a veteran. Members of the VAC shall  
23 elect by majority vote of those present, one member to serve as chair and one member to serve  
24 as vice chair, each to serve in that capacity for one-year terms. In the event of a vacancy on the  
25 advisory board during the term of office of a member by reason of removal, death, resignation,  
26 or otherwise, a successor shall be chosen in the same manner as the original appointment. A  
27 member appointed to fill a vacancy shall serve for the balance of the unexpired term.

28 **Section 5.** That City of Tampa Code, Section 2-328. – **RESERVED** is hereby amended by  
29 adding the underlined language as follows:

30  
31 **Section 2-328. Meetings.**

32 Meetings of the VAC shall be held at least quarterly or as often as the chairperson of the VAC  
33 deems necessary.

34 **Section 6.** That City of Tampa Code, Section 2-329. – **RESERVED** is hereby amended by  
35 adding the underlined language as follows:

36  
37 **Section 2-239. Purpose and Function.**

38 The VAC shall:

39 a) Advise city council and the mayor on all matters concerning veterans.

- b) Advise and assist in preserving the memory and the dignity of all United States veterans by organizing local activities and ceremonies throughout the calendar year, particularly Memorial Day and Veterans Day.
- c) Offer and promote community participation and volunteer opportunities for programs and activities that support City owned cemeteries honoring military veterans.
- d) Recognize and honor resident veterans, deceased resident veterans, and residents currently serving in the U.S. military, and preserve the honor of future resident veterans.
- e) Recognize and honor residents who distinguish themselves for community service, particularly in the area of veterans' needs and issues.
- f) Maintain working relationships with veteran agencies, organizations, and businesses within the city, county, and state for the benefit of resident veterans.
- g) Submit an annual report of its activities to city council on or before December 31 of each calendar year.

**Section 7.** That all ordinances and conflicts herewith are repealed to the extent of any conflict.

**Section 8.** That if any part of this ordinance shall be deemed unconstitutional or invalid by a court of competent jurisdiction, the remaining provisions of this ordinance shall remain in full force and effect.

**Section 9.** That this Ordinance shall take effect immediately upon becoming a law.

**PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAMPA, FLORIDA, ON**

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\_\_\_\_\_  
CHAIR/CHAIR PRO-TEM  
CITY COUNCIL

ATTEST:

\_\_\_\_\_  
CITY CLERK/DEPUTY CITY CLERK

APPROVED BY ME ON \_\_\_\_\_

\_\_\_\_\_  
JANE CASTOR, MAYOR

APPROVED AS TO LEGAL  
SUFFICIENCY BY:

e/s Carl Brody

CARL BRODY  
ASSISTANT CITY ATTORNEY III