

RESOLUTION 09-56A

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, RE-ESTABLISHING THE ALACHUA COUNTY RECREATION AND OPEN SPACE ADVISORY COMMITTEE; ESTABLISHING THE MEMBERSHIP THEREOF; ESTABLISHING THE RESPONSIBILITIES AND DUTIES THEREOF; PROVIDING FOR A SUNSET DATE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners desires to utilize a Recreation and Open Space Advisory Committee to assist and advise the Board of County Commissioners and those Departments designated by the County Manager in establishing an effective park, recreation and open space program for Alachua County; and

WHEREAS, Resolutions 95-53, 89-16, 86-17, and 83-102 were passed creating such a Committee, and Resolution 99-49 was passed to create one single resolution stating all terms of prior Resolutions regarding this Committee; and

WHEREAS, the Board of County Commissioners wishes to rescind and restate said resolutions in order to provide for a sunset date and to amend the responsibilities, duties, and operations of this Committee .

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:

1. **Establishment of Advisory Committee.** The Board of County Commissioners of Alachua County, Florida, hereinafter referred to as the "Commission", hereby reestablishes the Recreation and Open Space Advisory Committee, a special committee, hereinafter referred to as the "Advisory Committee".
2. **Sunset Date.** The sunset date for this Advisory Committee is February 28, 2011. The Advisory Board Program Coordinator will notify the Advisory Committee 90 days prior to the sunset date.
3. **Responsibilities of the Advisory Committee.**
  - 3.1 Elect officers pursuant to this resolution.
  - 3.2 Establish an annual work program for the Advisory Committee.
  - 3.3 Engage in an annual review of the Capital Improvements Projects List pertaining to recreation projects and the Recreation and Open Space Element Update.
  - 3.4 Assist and advise the Commission on future policies and directions concerning recreation and open space projects for Alachua County.

3.5 Assist the Commission in promoting community awareness of the recreation and open space projects that are being considered by the Commission.

4. **Membership.** The Advisory Committee shall be composed of nine (9) voting members plus one (1) alternate. The Commission shall appoint the members of the Advisory Committee with one (1) appointment being designated by the City of Gainesville and one (1) appointment being designated by the Alachua County School Board. Members are appointed to the Advisory Board for a two (2) year term. Members of the Advisory Committee whose term has expired shall continue serving on the Committee until appropriate appointments are made.

5. **Operation.** The Advisory Committee shall be guided by the by-laws approved by the Advisory Committee and by the Alachua County Commission's Rules of Procedure. The by-laws shall include the following provisions and such other provisions as the Advisory Committee may deem appropriate.

5.1 Elections. The Advisory Committee shall annually elect one of its members as Chair, one as Vice-Chair and one as Secretary. Elections shall be held on October 1 of each year or as soon thereafter as practicable. Vacancies in offices will be filled by election at the next regular meeting following the date the vacancy occurred or as soon thereafter as practicable.

5.2 Meetings.

a. Frequency. The Advisory Committee shall meet as needed.

b. Agenda. The Chair shall be responsible for the meeting agenda. The County Parks Superintendent shall aid the Chair in preparing and distributing the agenda, which, except for special meetings, shall be mailed to each member of the Advisory Committee at least five (5) days prior to the next meeting date. The County Parks Superintendent and any member of the Advisory Committee may place an item on the agenda by notifying the Chair seven (7) days prior to the preparation of the agenda.

c. Quorum. A simple majority of the currently appointed members of the Advisory Committee shall constitute a quorum. Recommendations and decisions of the Advisory Committee must be made by a majority vote of those present and voting.

d. Attendance. The County Parks Superintendent or the designated representative from the County Public Works Department shall attend all meetings of the Advisory Committee, but shall not vote on any matter. The attendance policy for the Advisory Committee shall be in accordance with the attendance policy for boards and committees set forth in the Alachua County Commission's Rules of Procedure.

e. Procedure. The Chair shall preside and conduct meetings of the Advisory Committee according to the most recent edition of Alice Sturgis' Standard Code of Parliamentary Procedure. The Vice Chair will act as Chair in absence of the elected Chair.

f. Minutes. The Secretary shall be responsible for recording minutes for all the meetings of the Advisory Committee. Copies of the minutes for each meeting will be provided to the Commission.

g. Special Meetings. Special meetings may be called by the Chair or by any three (3) members of the Advisory Committee (through the Secretary of the Advisory Committee) upon forty- eight (48) hours written notice to all members and the County Parks Superintendent.

5.3 Subcommittees. Subcommittees shall be appointed by the Chair, when necessary, as determined by the Advisory Committee or by the Chair.

5.4 Compensation. Members of the Advisory Committee shall receive no compensation for the performance of their duties hereunder.

5.5 Advisory Committee Reports. All recommendations and reports of the Advisory Committee will be in writing and will be forwarded directly to the County Commission Chair with copies to the County Manager and the County Parks Superintendent. Annual workplans and annual reports shall be submitted to the County Commission Chair on or before October 1 of each year.

6. **Repeal of Conflicting Resolutions.** All resolutions or portions thereof in conflict herewith are, to the extent of such conflict, hereby repealed.

7. **Effective Date.** This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this 9<sup>th</sup> day of June, A.D., 2009.

BOARD OF COUNTY COMMISSIONERS OF  
ALACHUA COUNTY, FLORIDA

By: Mike Byerly  
Mike Byerly, Chair

ATTEST:

J. K. "Buddy" Irby, DC  
J. K. "Buddy" Irby, Clerk

APPROVED AS TO FORM:

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Alachua County Attorney