

RESOLUTION 09-80

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, REESTABLISHING THE ENVIRONMENTAL PROTECTION ADVISORY COMMITTEE; ESTABLISHING THE RESPONSIBILITIES AND DUTIES THEREOF; ESTABLISHING PROCEDURES AND RULES FOR MEMBERSHIP, ELECTIONS, MEETINGS AND ATTENDANCE; ADDING A SUNSET DATE; REPEALING RESOLUTION 02-81; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, protection of soils, air, ground waters and surface waters of Alachua County is critical to ensuring protection of public health and safety; and,

WHEREAS, effective environmental regulatory, management, monitoring and public education programs in the areas of hazardous materials, water quality, air quality, household hazardous waste, and natural resource protection is important to maintaining the quality of life and natural resources of the County; and,

WHEREAS, responsible management of environmentally sensitive lands and watersheds is important for protecting water quality and maintaining healthy natural ecosystems; and,

WHEREAS, citizen input is important to the development of effective environmental programs and for the promotion of greater community involvement and awareness of local government environmental initiatives; and,

WHEREAS, since 1984 the Environmental Advisory Committee has been an effective vehicle for citizen input and review of environmental programs within Alachua County; and,

WHEREAS, the Board of County Commissioners first established by Resolution 84-7 an Environmental Advisory Committee, increased the membership of the Environmental Advisory Committee by Resolutions 87-14 and 90-84, revised the attendance policy by Resolution 01-62, and renamed the Advisory Committee by Resolution 02-81; and,

WHEREAS, the Board of County Commissioners desires to amend the responsibilities and duties, change the membership of and to establish a sunset date for the Environmental Protection Advisory Committee,

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

**Section 1. Advisory Committee Reestablished.** The Board of County Commissioners of Alachua County, Florida, hereinafter referred to as the "County", hereby reestablishes the Environmental Protection Advisory Committee, hereinafter referred to as the "Advisory Committee".

**Section 2. Designated Special Committee.** This Advisory Committee is designated as a Special Committee. The sunset date for the Advisory Committee is June 30, 2011.

**Section 3. Membership.** The Advisory Committee shall be composed of eleven (11) voting citizen members appointed on an at-large basis by the County. One citizen shall be appointed as an alternate, and shall vote in the absence of any other member.

**Section 4. Membership and Qualifications.** The County shall appoint citizens who have an interest in environmental issues to serve on the Advisory Committee. Members of the Advisory Committee shall serve three (3) year terms of office each; staggered so that approximately one-third of the positions will be appointed each year. After the initial appointments, all appointments shall be for three- (3) year terms. Future vacancies created in the Advisory Committee membership may be filled by appointment of the County to the term(s) remaining of the vacated member (s). Terms of members appointed to fill partial terms of less than 1 year may be extended for one additional three- (3) year term at the end of the initial partial term.

**Section 5. Responsibilities and Duties.** The responsibilities of the Advisory Committee shall be:

- 5.1 To elect officers pursuant to this Resolution.
- 5.2 To adhere to the Bylaws developed by the Advisory Committee;
- 5.3 To establish an annual work program for the Advisory Committee.
- 5.4 To assist and advise the County on the sustainable management of the County's natural resources, including land, surface and ground water and air with particular emphasis on the stewardship of wetlands, streams, lakes, forests, and agricultural land for the long term benefit of the community.
- 5.5 To assist and advise the County on the development, implementation and evaluation of environmental regulatory, monitoring and public education programs.
- 5.6 To advise and assist the County in how to mitigate or avoid environmental impacts of public and private actions and governmental policies.
- 5.7 To assist and advise the County on environmental policies and issues.
- 5.8 To assist the County in the promotion of greater community awareness of environmental issues and involvement in government environmental initiatives.

**Section 6. Bylaws.** The Advisory Committee shall be guided by such Bylaws as may be adopted by the Advisory Committee. These Bylaws shall include the following provisions and such other provisions as the Advisory Committee may deem appropriate. Bylaws shall be consistent with the sections of this resolution.



**Section 7. 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<sup>st</sup> of each year or as soon thereafter as practicable. The Chair shall preside and conduct the meetings according the Rules of Order specified in Section 12 below. The Vice-Chair shall act in the absence of the Chair. The Secretary shall be responsible for recording minutes for all meetings of the Advisory Committee. Officers shall serve for a period of one (1) year or until their successors are elected. The terms of the officers shall begin immediately upon election to office. Vacancies in offices will be filled by election at the next regular meeting following the date the vacancy occurred.

**Section 8. Meetings.** The Advisory Committee shall meet at least quarterly. The Director of the Alachua County Environmental Protection Department or designee will attend all meetings but shall not vote on any matter. Special meetings may be called by the Chair or Vice-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 to the Director of the Environmental Protection Department or his designated representative. All meetings shall be open to the public.

**Section 9. Agenda.** The Chair shall be responsible for the meeting agenda. The Director of the Environmental Protection Department or his designated representative 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 Director of Environmental Protection Department or his designated representative and any member of the Advisory Committee may place an item on the agenda by notifying the Chair prior to the preparation of the agenda.

**Section 10. Subcommittees.** Permanent or ad-hoc subcommittees shall be appointed by the Chair, when necessary, as determined by the Advisory Committee or by the Chair.

**Section 11. Quorum.** A simple majority 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. When a quorum is not present, the Advisory Committee may not take official action but may meet as an informal workshop. When meeting as a workshop the attendance shall be recorded and minutes shall be recorded.

**Section 12. Rules of Order.** All meetings of the Advisory Committee and Subcommittees shall be conducted according to the approved rules of order procedures in the Alachua County Board of County Commissioners Rules of Procedure.

**Section 13. Attendance.** The Director of the Environmental Protection Department, or the designated representative from the Department of Environmental Protection, 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 as set forth in the Alachua County Commission's Rules of Procedure.

**Section 14. Compensation.** Members of the Advisory Committee shall receive no compensation for the performance of their duties hereunder.

**Section 15. Reports.** All meeting minutes and recommendations of the Advisory Committee will be reduced to writing and will be forwarded to the Director of the Environmental Protection Department

or his designated representative for any comments. The Advisory Committee reports, minutes and recommendations, along with any comments from the Director of Environmental Protection shall be sent to the Board of County Commissioners.

**Section 16. Repeal of Existing Resolutions.** Existing resolution 02-81 is repealed in its entirety.

**Section 17. Effective Date.** This resolution shall become effective upon adoption by the Board of County Commissioners.

DULY ADOPTED in regular session, this 11 day of August, 2009.

BOARD OF COUNTY COMMISSIONERS OF  
ALACHUA COUNTY, FLORIDA

By: Mike Byerly  
Mike Byerly, Chair

ATTEST:

J. K. "Buddy" Irby  
J. K. "Buddy" Irby, Clerk of Court

(SEAL)

APPROVED AS TO FORM

D. Wap  
Alachua County Attorney