

RESOLUTION 20-XX

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, ESTABLISHING THE CLIMATE ADVISORY COMMITTEE; ESTABLISHING THE RESPONSIBILITIES AND DUTIES THEREOF; ESTABLISHING PROCEDURES AND RULES FOR MEMBERSHIP, ELECTIONS, MEETINGS AND ATTENDANCE; PROVIDING FOR BYLAWS TO GUIDE THE OPERATION THEREOF; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the County officially acknowledges existence of a global climate emergency;

WHEREAS, the impacts and risks of the climate crisis include increased and intensifying extreme weather events, including those that Alachua County is particularly vulnerable to, such as flooding, drought, and wildfires; and,

WHEREAS, on November 5, 2019, the County Commission directed staff to develop a Local Climate Mitigation and Adaptation Action Plan hereinafter referred to as the “Climate Action Plan” by the end of 2020; and,

WHEREAS, on November 5, 2019, the County Commission moved to create a Climate Advisory Committee to provide recommendations to staff and the commission on what should be included in the Climate Action Plan and other climate strategies and policies; and,

WHEREAS, the County Commission recognizes that developing a functional Climate Action Plan will require a regional approach with collaboration between non-profits, public agencies, other local governments, universities, and similar resiliency groups throughout the state; and,

WHEREAS, building a climate-resilient and adaptive community will have a positive impact on the health and wellbeing of residents, and will offer protections from potential adverse consequences of climate change to Alachua County’s people, ecosystems, and economies; and,

WHEREAS, climate change poses disproportionate impacts on low-income communities,

communities of color and other vulnerable populations unprepared to cope with these disruptions; and,

WHEREAS, the Board of County Commissioners desire to name and establish the responsibilities and procedures of the Climate Advisory Committee,

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

Section 1. **Advisory Committee Established.** The Board of County Commissioners of Alachua County, Florida, hereinafter referred to as the “County”, hereby establishes the “Climate 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, 2026, unless reauthorized by the Board of County Commissioners. The Staff Liaison will notify the Advisory Committee 90 day prior to its sunset date.

Section 3. **Membership and Qualifications.** The Advisory Committee shall be composed of nine (9) voting citizen members appointed on an at-large basis. Successful candidates should have community or technical experience in climate change, resiliency, natural infrastructure-based adaptation or mitigation. The Environmental Protection Department Director or designee will attend all meetings but shall not vote on any matter.

Section 4. **Appointments.** The County shall annually appoint citizens to serve on the Advisory Committee. Each member of the Advisory Committee shall serve three-year term; provided, however, that three (3) of the initial appointments shall be for a term of one-year, three

(3) of the initial appointments shall be for a term of two-years, and three (3) of the initial appointments shall be for three-year terms, and thereafter 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). Members may be re-appointed by the County to succeed themselves according to the Alachua County Advisory Boards and Committees Guidelines.

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 establish an annual work program for the Advisory Committee.

5.3 To assist and advise the County on the Climate Action Plan.

5.4 To assist and advise the County on bold and innovative climate adaptation and mitigation strategies, policies, and target goals.

5.5 To engage with relevant stakeholders, agencies, non-profits and the community.

5.6 To ensure that neighborhoods and communities that are most impacted or disadvantaged by climate change are taken into account in the development of policy recommendations and the Climate Action Plan.

5.7 To assist the County in the promotion of greater community awareness of climate-related issues and involvement in government climate resiliency initiatives.

Section 6. **Operations.** The Advisory Committee shall be guided by the by-laws adopted by the Alachua County Advisory Boards and Committee Guidelines. The by-laws shall include

the following provisions consistent with the sections of this resolution.

6.1. 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 1st of each year or as soon thereafter as practicable. The Chair shall preside and conduct the meetings according to the Rules of Order specified in Section 6.6 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.

6.2. Meetings. The Advisory Committee shall meet at least quarterly. 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 committee staff liaison. All meetings shall be open to the public.

6.3. Agenda. The Chair shall be responsible for the meeting agenda. The Environmental Protection Department Director or designated representative shall function as the committee staff liaison and aid the Chair in preparing and distributing the agenda, which, except for special meetings, shall be emailed to each member of the Advisory committee at least five (5) days prior to the next meeting date. The committee staff liaison may place an item on the agenda by notifying the Chair prior to the preparation of the agenda.

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

6.5. Quorum. A simple majority of filled positions 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 and minutes shall be recorded.

6.6. Rules of Order. All meetings of the Advisory Committee and Subcommittees shall be conducted according to the Alachua County Advisory Boards and Committees Guidelines. Subcommittee meetings will be conducted according to these rules of order except where modification of such rules is required and approved by a majority vote of the subcommittee because of the nature of the work to be accomplished.

6.7. Attendance. The Environmental Protection Department Director or the designated representative, shall function as the committee staff liaison and 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 Advisory Boards and Committees Guidelines.

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

6.9. Reports. All meeting minutes and recommendations of the Advisory

Committee will be transcribed and forwarded to the committee staff liaison for any comments. The Advisory Committee reports, minutes, and recommendations shall be sent to the Board of County Commissioners.

Section 7. **Effective Date.** This resolution shall become effective upon adoption by the Board of County Commissioners.

DULY ADOPTED in regular session, this _____ day of _____, 2020.

BOARD OF COUNTY COMMISSIONERS OF
ALACHUA COUNTY, FLORIDA

By: _____
Robert Hutchinson, Chair

ATTEST:

J.K. "Jess" Irby, Clerk
(SEAL)

APPROVED AS TO FORM

Sylvia Torres
Alachua County Attorney