

**Resolution No. 200160**

**A Resolution of the City Commission of the City of Gainesville, Florida, establishing the Citizen 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; and providing an immediate effective date.**

**WHEREAS**, the City of Gainesville officially acknowledges the existence of a global climate emergency;

**WHEREAS**, the impacts and risks of the climate crisis include increased frequency and intensifying extreme weather events, including those that the City of Gainesville and Alachua County are 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 County Commission on what should be included within the Climate Action Plan and other climate strategies and policies; and,

**WHEREAS**, on December 5, 2019, the City Commission adopted Resolution No. 190709 directing “the City Manager and General Manager for the Utility to report back within 90 days on the establishment of a Climate Emergency Mobilization Task Force, with duties to oversee a city-wide mobilization effort, with all necessary powers to coordinate City climate and environmental programs including the development of a 10-year “Climate Mobilization Action Plan” to guide the climate emergency response, as well as all climate mitigation, resilience, adaptation, engagement, education, advocacy, and the research and development programs;” and

**WHEREAS**, in early March 2020, the City Manager and General Manager for Utilities provided a memorandum to the City Commission with their joint recommendations on formation of a City Climate Emergency Mobilization Task Force. The City Commission took no further action; however, the Joint Water Policy Committee met on June 22, 2020, and recommended creation of this Citizen Climate Advisory Committee; and

**WHEREAS**, the City Commission recognizes that a regional approach is necessary to develop a functional Climate Action Plan in collaboration with 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 adverse potential consequences of climate change to Gainesville's and 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 that have fewer resources to cope with these disruptions; and,

**WHEREAS**, the City Commission recognizes the critical importance of coordinating a climate change response with Alachua County and the other local governments within Alachua County; and,

**WHEREAS**, the Board of County Commissioners and the City Commission are endeavoring to expand the role and responsibilities of the Joint Water Policy Committee to include climate change under a new name, the Joint Water and Climate Policy Board (and referred to as such in the remainder of this resolution), to further coordinate a County/City

response to climate change; and,

**WHEREAS**, the Gainesville City Commission, in collaboration with the Alachua County Board of County Commissioners, desire to name and establish the responsibilities and procedures of the Citizen Climate Advisory Committee,

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF GAINESVILLE, FLORIDA:**

**Section 1. Advisory Committee Established.** The Board of County Commissioners of Alachua County, Florida, hereinafter referred to as the “County”, in collaboration with the Gainesville City Commission, hereinafter referred to as “Gainesville”, and other municipalities with Alachua County who adopt conforming resolutions, hereby establish the “Citizen Climate Advisory Committee”. The Citizen Climate Advisory Committee shall report to the Joint Water and Climate Policy Board.

**Section 2. Membership and Qualifications.** The Advisory Committee shall be composed of nine (9) voting citizen members appointed on an at-large basis. The Joint Water and Climate Policy Board shall select and appoint the voting citizen members. Successful candidates should have community or technical experience in climate change, resiliency, natural infrastructure-based adaptation, or mitigation.

**Section 3. Appointments.** The Joint Climate and Water Policy Board shall annually appoint citizens who have an interest in climate issues to serve on the Advisory Committee. Members of the Advisory Committee shall serve three (3) year terms of office each; provided, however, that three (3) of the initial appointments shall be for a term of one (1) year, three (3) of the initial appointments shall be for a term of two (2) years, and three (3) of the initial

appointments shall be for three (3) 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 Joint Climate and Water Policy Board 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. Members may be re-appointed by the Joint Climate and Water Policy Board to succeed themselves according to the procedures in the Alachua County Board of Commissioners Rules of Procedure for Meetings. Modifications to the rules of succession may be approved by a majority vote of the Joint Climate and Water Policy Board.

**Section 4. Responsibilities and Duties.** The responsibilities of the Advisory Committee shall be:

4.1 To elect officers pursuant to this Resolution.

4.2 To establish an annual work program for the Advisory Committee.

4.3 To assist and advise the County, Gainesville, and other municipalities within Alachua County on the Climate Action Plan.

4.4 To assist and advise the County, Gainesville, and other municipalities within Alachua County on bold and innovative climate adaptation and mitigation strategies, policies, and target goals.

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

4.6 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.

4.7 To assist the County, Gainesville, and other municipalities within Alachua County in the promotion of greater community awareness of climate-related issues and involvement in government climate resiliency initiatives.

**Section 5. Operations.** The Advisory Committee shall be guided by the by-laws adopted by the Advisory Committee and except as may be provided by these by-laws, questions of order, the methods of organization, and the conduct of business of the Committee shall be governed by The Standard Code of Parliamentary Procedure (formerly known as Sturgis Standard Code of Parliamentary Procedure) in all cases for which they are applicable. The by-laws shall include the following provisions consistent with the sections of this resolution.

5.1. Elections. The Advisory committee shall annually elect one of its members as Chair and one as Vice-Chair. 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 5.6 below. The Vice-Chair shall act in the absence of the Chair. . 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.

5.2. 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 liaisons. All meetings shall be open to the public.

5.3. Agenda and Minutes. The Chair shall be responsible for the meeting agenda. The

County Environmental Protection Department Director or designated representative shall serve as the staff liaison to aid the Chair in preparing and distributing the agenda, providing public notice of each meeting, preparing minutes of each meeting, and in relaying Advisory Committee requests or action items to the Joint Water and Climate Policy Board. The agenda, 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 staff liaison may place an item on the agenda by notifying the Chair prior to the preparation of the agenda.

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

5.5. 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.

5.6. 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 and Procedures. Modifications to the rules of order may be approved by a majority vote of the Advisory Committee. 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.

5.7. Attendance. 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 and Procedures. Modifications to the attendance policy may be approved by a majority vote of the Advisory Committee.

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

5.9. Reports. All meeting minutes and recommendations of the Advisory Committee will be reduced to writing and will be forwarded to Committee staff liaison for any comments. The Advisory Committee reports, minutes and recommendations, shall be sent to the Joint Water and Climate Policy Board. The Advisory Committee reports, minutes and recommendations, shall be sent to other municipalities within Alachua County upon request.

**Section 6.** Effective Date. This resolution will become effective immediately upon adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Lauren Poe, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

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Omichele D. Gainey, Clerk of the  
Commission

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Nicolle M. Shalley, City Attorney