

RESOLUTION 20-XX

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, 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; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the County officially acknowledges that 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 within the Climate Action Plan and other climate strategies and policies; and,

WHEREAS, the County 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 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 are less prepared to cope with these disruptions; and,

WHEREAS, the Board of County Commissioners recognizes the critical importance of coordinating a climate change response with the City of Gainesville, the county's largest urban center and county seat; and,

WHEREAS, the Board of County Commissioners and the City of Gainesville are endeavoring to expand the role and responsibilities of the Joint Water Policy Committee to include climate change under a new name, the Joint Climate and Water Policy Committee, to further coordinate a County/City response to climate change; and,

WHEREAS, the Board of County Commissioners, in collaboration with the Gainesville City Commission, desire to name and establish the responsibilities and procedures of the Citizen 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", in collaboration with the Gainesville City Commission, hereinafter referred to as the "City", hereby establishes the "Citizen Climate Advisory Committee".

Section 2. Membership and Qualifications. The Advisory Committee shall be composed of nine (9) voting citizen members appointed on an at-large basis. The County shall appoint five (5) of the nine (9) voting citizen members and the City shall appoint (4) of the nine (9) voting citizen members. Successful candidates should have community or technical experience in

climate change, resiliency, natural infrastructure-based adaptation or mitigation. The Alachua County Environmental Protection Department Director or designee will attend all meetings but shall not vote on any matter.

Section 3. Appointments. The County and City 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 allotted to the County may be filled by appointment of the County to the term(s) remaining of the vacated member(s). Future vacancies created in the Advisory Committee membership allotted to the City may be filled by appointment of the City 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 allotted to the County may be re-appointed by the County to succeed themselves according to the procedures in the Alachua County Board of Commissioners Rules of Procedure for Meetings. Members allotted to the City may be re-appointed by the City to succeed themselves according to the procedures in the Gainesville City Commission Rules of Procedure.

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 and the City on the Climate Action Plan.
- 4.4 To assist and advise the County and the City 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 and the City 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, 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 the Rules of Order specified in Section 5.6 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.

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 liaison. All meetings shall be open to the public.

5.3. 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 will 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.

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 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 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 Alachua County Board of County Commissioners and Gainesville City Commission.

Section 6. 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 "Hutch" Hutchinson, Chair

ATTEST:

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

APPROVED AS TO FORM

Sylvia Torres
Alachua County Attorney