

RESOLUTION NO. 2018-037

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA

RE: CONTINUATION OF THE SARASOTA TREE ADVISORY COUNCIL
ESTABLISHING MEMBERSHIP CRITERIA

WHEREAS, pursuant to Ordinance No. 88-02, the Board of County Commissioners of Sarasota County (the "Board") created The Street Tree Advisory Council (the "Advisory Council") consisting of nine at-large members, serving staggered four-year terms;

WHEREAS, the purpose of the Advisory Council is to recommend individual street and neighborhood planting projects and other such recommendations relating to trees for consideration by the Board; and

WHEREAS, Ordinance No. 88-02 was subsequently amended to provide that there would be not fewer than 7, nor more than 13 at-large members; and

WHEREAS, Ordinance No. 2001-063 abolished the Street Tree Advisory Council and created the Sarasota Tree Advisory Council and provided that the Council shall be composed of not fewer than 8, nor more than 14 at-large members and 1 youth representative; and

WHEREAS, Ordinance No. 2011-024 repealed the Sarasota Tree Advisory Council, which was subsequently re-established with the adoption of Resolution No. 2011-098; and

WHEREAS, requiring membership on the Advisory Council from a variety of disciplines having an interest in trees within the community, without limiting members to specific categories, will ensure that a variety of perspectives are considered in formulating recommendations to the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA in public meeting assembled:

SECTION ONE: CONTINUATION, PURPOSE AND DUTIES

1. The Advisory Council originally created by Ordinance No. 88-02 and re-established by Resolution No. 2015-054 is hereby continued.
2. The purpose of the Sarasota Tree Advisory Council is to:
 - a. Provide a conduit for citizen input to the Board;
 - b. Recommend individual street and neighborhood planting projects and priority of projects;
 - c. Assist the County in updating and revising a consolidated tree list;
 - d. Assist in the dissemination of public information;
 - e. Review and recommend revisions to the Sarasota County Code of Ordinances relating to trees for consideration by the Board;

BOARD REQUESTED
FILED FOR THE RECORD
2018 MAR 25 PM 4:53
KATHLEEN R. HUGHES
CLERK OF THE CIRCUIT COURT
SARASOTA COUNTY, FL

- f. Nominate new canopy roads for consideration by the Board;
 - g. Make such other recommendations to the County as the Council may see fit consistent with the terms of this resolution; and
 - h. Carry out other such duties as the Board may require.
3. The Advisory Council shall act solely in an advisory capacity, without compensation, reporting directly to the Board.
 4. The Planning and Development Services Department will provide the necessary staff resources to assist the Advisory Council in fulfilling its Board-directed mission.

SECTION TWO: COMPOSITION AND QUALIFICATIONS

1. The Advisory Council shall be comprised of nine individuals, including one youth representative. Members of the committee must be familiar with the concepts outlined within this enabling resolution. A background in landscape architecture, arboriculture, horticulture, tree management, land development or similar related field is strongly preferred. Consideration should be given to ensure geographic and background diversity.
2. Members of the Advisory Council must be residents of Sarasota County throughout their term of office unless otherwise specified within this document.
3. Members of the Advisory Council must not be employed by the Sarasota County Board of County Commissioners at any time during their term(s).
4. Members of the Advisory Council may not hold elective office during their term(s).

SECTION THREE: APPOINTMENT

1. Candidates for the Advisory Council shall be sought through advertisements on the Sarasota County *scgov.net* website and other recruitment methods.
2. Interested individuals shall submit a completed Advisory Council Application detailing their qualifications for the position and reasons for desiring a position on the Advisory Council. All qualified applications shall be submitted to the Board for consideration.
3. Interested individuals are required to sign an Acknowledgement of the Board's policy for Advisory Council members regarding mandatory use of county-provided e-mail accounts.
4. Advisory Council members shall be selected by a majority vote of the Board.
5. Applicants for the Advisory Council must be free from actual or potential conflict of interest relating to the business of the advisory council.
6. Members of the Advisory Council are required to attend an Advisory Council orientation within six (6) months of their appointment.

SECTION FOUR: TERMS OF MEMBERSHIP

1. Members of the Advisory Council shall be appointed for a term of three (3) years with staggered terms on initial appointments, with the exception of the youth representative, who shall serve a term of one year.
2. Advisory Council member service is limited to four three-year terms. After an absence of one year, a former Advisory Council member may reapply for appointment to the same council.

SECTION FIVE: RULES OF PROCEDURE AND COMPLIANCE

1. The Advisory Council shall comply with all applicable requirements of Florida's Sunshine Law, Public Records laws and the Code of Ethics for public representatives. The Council may adopt additional procedures of operation provided there is no conflict with Florida State law, County Ordinances, or this Resolution. In the absence of bylaws, Roberts Rules of Order will be the standard.
2. Applicants for the Advisory Council and appointed members of the Advisory Council must be free from actual or potential conflict of interest relating to the business of the advisory council. If there is an actual or potential conflict of interest, the Advisory Council member must comply with the Florida Ethics Code.
3. The Advisory Council shall have only the authority specifically granted by the Board and are subject to all Board policies as may be amended from time to time or as may be adopted.
4. The Advisory Council shall meet at such times and places as the Chair, or his/her designee, deems appropriate in order to fulfill the mission and duties of the Advisory Council as assigned by the Board.
5. A simple majority of the existing membership shall constitute a quorum. An affirmative vote of a simple majority shall constitute adoption of a motion. A motion is lost on a tie vote.
6. All meetings shall be open to the public and a notice of said meetings shall be published in a newspaper of general circulation in accordance with Florida Statutes.
7. The Advisory Council shall not incur any expense or obligation to be paid by Sarasota County Government; expenditures shall only be those authorized in advance by the Board.
8. The agenda for each meeting shall be prepared and distributed by the Chair of the Advisory Council, or his/her designee, to the Advisory Council members in advance of the scheduled meeting.
9. All meetings of the Advisory Council shall be audio recorded with typed summary minutes prepared and filed with the Clerk of the Circuit Court, Board Records Division. Departments should keep copies of the minutes and the audio recording on hand for three years.
10. Members of the Advisory Council must comply with the County policy for Advisory Council members regarding mandatory use of county-provided e-mail accounts.

SECTION SIX: OFFICERS

The Advisory Council shall annually select a minimum of a Chairperson and Vice-Chairperson from among its members.

SECTION SEVEN: VACANCIES AND REAPPOINTMENTS

1. Vacancies on the Advisory Council shall be filled for the remainder of the term in the same manner as the vacating member was appointed as provided for in Section Three.
2. Upon expiration of the member's term there will be no automatic reappointment to the Advisory Council; the member must reapply for appointment to the Advisory Council as provided for in Section Three.
3. The member may reapply for appointment to the Advisory Council as provided for in

Section Four.

SECTION EIGHT: REMOVAL

1. Any member of the Advisory Council who fails to attend at least 65 percent of Advisory Council meetings in a calendar year is subject to removal by the Board.
2. Members of the Advisory Council are approved by a majority vote of the Board and can be removed or replaced by a majority vote of the Board, should they deem it necessary.
3. Members who fail to comply with any Board policy are subject to removal.

SECTION NINE: SUPERCEDE

This Resolution shall supersede and replace Resolution No. 2015-054.

SECTION TEN: EFFECTIVE DATE

This Resolution shall become effective immediately upon adoption by the Board of County Commissioners. All current members of the Advisory Council shall continue as members of the Advisory Council throughout their appointed terms.

SECTION ELEVEN: SUNSET PROVISION

This Resolution shall expire and be of no further force and effect as to any acts occurring on or after March 31, 2021. Consequently, this Advisory Council will cease to exist after this Sunset date unless re-approved by the Board.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA THIS 13 DAY OF March, 2018.

ATTEST:

KAREN E. RUSHING, Clerk of the
Circuit Court and Ex-Officio Clerk of the
Board of County Commissioners of
Sarasota County, Florida

BY: Brenda White
Deputy Clerk

BOARD OF COUNTY
COMMISSIONERS OF SARASOTA
COUNTY, FLORIDA

BY: [Signature]
Chair