

## RESOLUTION ~~25-~~ \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, RE-ESTABLISHING THE ALACHUA COUNTY RECREATION AND OPEN SPACE ADVISORY COMMITTEE; ESTABLISHING THE MEMBERSHIP OF THE ADVISORY COMMITTEE; ESTABLISHING THE RESPONSIBILITIES AND DUTIES OF THE ADVISORY COMMITTEE; PROVIDING FOR THE TERM OF THE ADVISORY COMMITTEE; ESTABLISHING PROCEDURES FOR THE CONDUCT OF MEETINGS AND OPERATION; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Board of County Commissioners passed Resolutions 95-53, 89-16, 86-17, 83-102, 99-49, 09-56, 19-34, ~~20-112~~, and ~~21-14~~ to create the Recreation and Open Space Advisory Committee; and

WHEREAS, the Board of County Commissioners wishes to rescind and restate said resolutions in order to create one single resolution stating all terms of prior Resolutions regarding this Committee;

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

**Section 1. Advisory Board Established.** The Board of County Commissioners of Alachua County, Florida (Board) hereby re-establishes the Alachua County Recreation and Open Space Advisory Committee.

**Section 2. Designated Special Committee.** This Advisory Committee is designated as a Special Committee.

**Section 3. Membership and Qualifications.** The Advisory Committee shall consist of no more than ~~four (4) at-large voting members, plus one (1) voting youth member age 16-21~~, plus one (1) alternate member and shall serve staggering four-year terms. All members must be residents of Alachua County. All members will be appointed by the County. Members may not be county or municipal elected officials.

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

1. Establish an annual work program for the Advisory Committee.
2. Engage in an annual review of the Capital Improvements Projects List pertaining to recreation projects and the Recreation and Open Space Element Update.
3. Assist and advise the Commission on future policies and directions concerning parks, recreation, and open space projects for Alachua County.

4. Assist the Commission in promoting community awareness of parks, recreation, and open space projects that are being considered by the Commission.
5. Assist the County to apply for eligible state and federal grants to provide enhanced parks, recreation, and open space opportunities for Alachua County's citizens.
6. Educate and advocate at the state and federal level on issues affecting parks, recreation, and open space.
7. Develop an inclusive Master Plan for county-wide parks, recreation and open space that is reviewed every two (2) years and updated every ten (10) years.
8. Report annually, or as necessary, to the Alachua County Board of County Commissioners on the goals and accomplishments of the Advisory Committee.

**Section 5. Operations.** The Advisory Committee shall be guided by the by-laws approved by the Advisory Board and the Alachua County Advisory Board Policy. The by-laws shall include the following provisions and such other provisions as the Advisory Committee may deem appropriate.

1. Elections. The Advisory Committee shall annually elect one of its members as Chair, and such other officers as the Advisory Board deems necessary to meet its needs. Vacancies in offices shall be filled by election at the next regular meeting following the date the vacancy occurred.
2. Meetings. Meetings of the Advisory Committee or any subcommittee thereof, shall be open to the public and the media and shall be conducted in compliance with the Sunshine Law, Section 286.011, Florida Statutes. The County Manager or his or her designee shall produce minutes of the meetings which shall be submitted to the Advisory Committee for approval. The Advisory Committee shall meet at least quarterly.

The Chair shall preside and conduct meetings of the Advisory Committee according to the most recent edition of Alice Sturgis' Standard Code of Parliamentary Procedure. Special meetings may be called by the Chair or by any members of the Advisory Committee upon forty-eight (48) hours written notice to all members and to the County Manager or his or her designee.

3. Agenda. The Chair shall be responsible for the meeting agenda. The County Manager or designee shall serve as staff liaison to the Advisory Committee and shall aid in preparing and distributing the agenda prior to the meeting. The County Manager or designee, or any member of the Advisory Committee may place an item on the agenda by notifying the Chair prior to the preparation of the agenda.
4. Subcommittees. Subcommittees comprised of members of the Advisory Committee may be appointed by the Chair.
5. Quorum. A quorum will consist of no less than three (3) members, where one is either a full or alternate member. Recommendations and decision of the Advisory Committee must be made by a majority vote of those present and voting.

6. Attendance. The attendance policy for the Advisory Committee shall be in accordance with the attendance policy for boards and committees set forth in the Alachua County Commission's Rules of Procedure.
7. Compensation. Members of the Advisory Committee shall receive no compensation for the performance of their duties and responsibilities.
8. Reports. The Advisory Committee will compile information received from the county and provide annual reports to the County Commission consistent with its mission. The Committee will provide a final report prior to ceasing operations. The Advisory Committee shall copy all reports and communications to the County Manager or designee for forwarding to the Chair of the County Commission. Any Advisory Committee reports required by the Alachua County Commission's Rules of Procedure shall be submitted in accordance with said Rules.

**Section 6. Effective Date.** This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session this \_\_\_\_ day of \_\_\_\_\_, 2025, A.D./

BOARD OF COUNTY COMMISSIONERS OF  
ALACHUA COUNTY, FLORIDA

ATTEST:

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J.K. "Jess Jrby, Esq.  
Commissioners Clerk of Court

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Charles "Chuck" Chestnut, IV, Chair  
Board of County

APPROVED AS TO FORM

(SEAL)

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County Attorney