

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA**

RESOLUTION NO. 15-12.16

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
PERTAINING TO THE PARKS AND RECREATION ADVISORY BOARD;
RESCINDING RESOLUTION 08-10.7, RESCINDING RESOLUTION 01-9.19
AND RESCINDING RESOLUTION 95-9.30 TO CREATE A NEW
RESOLUTION ESTABLISHING THE PARKS AND RECREATION
ADVISORY BOARD.**

WHEREAS, the Martin County Board of County Commissioners adopted a Resolution (95-9.30) on September 26, 1995 creating a Parks and Recreation Advisory Board; and

WHEREAS, the Martin County Board of County Commissioners adopted a Resolution (01-9.19) on September 11, 2001 creating a Parks and Recreation Advisory Board; and

WHEREAS, the Martin County Board of County Commissioners amended Resolution 01-9.19 with Resolution 08-10.7 pertaining to the appointment of members to the Parks and Recreation Advisory Board; and

WHEREAS, the Martin County Board of County Commissioners desires rescind all previous Resolutions regarding the Parks and Recreation Advisory Board and create a new Resolution; and

WHEREAS, Maintenance of the Parks and Recreation Advisory Board is required by Chapter 7 (Recreation Element) of the Martin County Comprehensive Growth Management Plan in Section 7.1A.4.(5).

WHEREAS, it is the desire of the Martin County Board of County Commissioners to allow for an ongoing formal process for public access to the planning, development and programming of the County Parks and Recreation system; and

WHEREAS, State and Federal guidelines as well as industry best practices call for ongoing and formal input in planning, acquisition and development; and

WHEREAS, a citizen advisory board is able to assist the Martin County Board of County Commissioners and the Parks and Recreation Department achieve the goals of establishing services which meet community needs through public input; and

WHEREAS, Martin County is committed to enhancing the quality of life of its citizens and visitors through the Parks and Recreation system.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MARTIN COUNTY, FLORIDA, hereby rescinds all previous resolutions pertaining to the Parks and Recreation Advisory Board, establishes the Martin County Parks and Recreation Advisory Board (PRAB) and adopts the following:

1. POWERS AND DUTIES

The PRAB was created pursuant to Section 7.1A.4.(5) of the Martin County Comprehensive Growth Management Plan. It shall be the function of the PRAB to advise the Board of County Commissioners on the planning and implementation of the Parks and Recreation Master Plan and to make recommendations on programs, services, acquisition and uses of parkland, sports and recreation facilities as well as such other duties as may be assigned by the Board of County Commissioners.

2. MEMBERSHIP / COMPOSITION

The PRAB shall be composed of nine (9) members appointed by the Board of County Commissioners. Each member shall be a Martin County resident. The PRAB should be representative with regard to age, sex, race, length of residence in the community, geographic area, and point of view. One member shall be appointed from each County Commission District and there will be four (4) at-large members. Members shall not be employed by the County nor be related to a County employee or have a business relationship with Parks and Recreation vendors.

3. MEETINGS

Meetings of the PRAB shall be held monthly on the third Thursday of each month unless otherwise decided by the PRAB. Special meetings may be called by the Parks and Recreation Director or designee. The agenda for each meeting shall be established by the Parks and Recreation Director or designee. Any member of the PRAB may place matters on the agenda. Copies of all Committee minutes, resolutions, reports, and exhibits shall be filed with the Clerk of Circuit Court after approval of the PRAB. A quorum is required to hold a meeting or take any action.

If a regular meeting date is changed or a special meeting is called, written notification must be given in advance to PRAB members and posted publicly consistent with Sunshine laws and County policy. All meetings shall be conducted in accordance with Robert's Rules of Order. A quorum shall be constituted by a majority of membership.

Each member shall be entitled to one (1) vote and shall cast that vote on each item requiring action. Proxy votes and absentee ballots shall not be permitted. All items requiring PRAB action must be voted on only when a quorum is established. Subject to the exceptions in Chapter 112, Florida Statutes, all members are required to vote on each item requiring action.

In accordance with Chapter 112, Florida Statutes, PRAB members may occasionally have a conflict of interest that requires the member to abstain from voting and file required documentation to be entered into the meeting minutes. It is recommended that such member also refrain from participating in the discussion of an item on which he or she will abstain from voting. Any abstaining member must make a short statement as to the basis for his or her abstention. Consultation with the County Attorney's Office is recommended prior to the meeting at which such a matter will be discussed or voted upon.

4. TERMS

Members shall be appointed for staggered terms of one (1) and two (2) years for initial appointments. All other terms shall be for two (2) years. All members may be reappointed to one (1) consecutive term only.

5. ORGANIZATION

The PRAB shall by majority vote elect from its membership a Chair and Vice-Chair at its first regular meeting of the calendar year. The term of office for any officer shall be one (1) year. An officer may only serve one (1) term in the same office. Subsequent term may be served in another office.

In case of resignation or vacancy, the PRAB shall elect from its membership a new officer at the next regular meeting provided notice of the vacancy has been received by PRAB members at least one week in advance of the meeting.

The Chair shall preside at all meetings and sign all documents relative to action taken by the PRAB. When the Chair is absent, the Vice-Chair shall assume the duties of the Chair. When both the Chair and Vice-Chair are absent, those members who are present shall select a temporary chair.

6. ABSENCES AND VACANCIES

Members who miss more than 50% of regularly scheduled or three (3) consecutive meetings in a given calendar year, regardless if such absence is excused or unexcused, will be automatically removed from the PRAB. Absences from emergency or special called meetings will not be recorded against a member in calculating percent of absences. The PRAB will review attendance on an ongoing basis. Vacancies that occur during a term shall be filled as soon as reasonably possible. An appointment to fill a vacated term is not included as a term for purposes of counting consecutive terms. A member resigning from the PRAB shall submit written notice of resignation to the Director of Parks and Recreation.

Upon majority vote of members present, the PRAB may ask the BOCC to replace a member (including officers) whose conduct does not reflect the conduct or professional

administration of the purpose and function of the PRAB. Any Member may be removed from their position on the PRAB for any reason by majority vote of the BOCC.

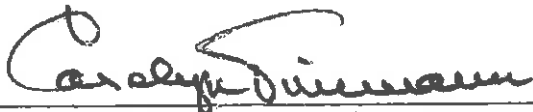
7. EFFECTIVE DATE

The effective date of this Resolution is January 1, 2016.

DULY PASSED AND ADOPTED THIS 13th DAY OF December, 2015.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA



CAROLYN TIMMANN, CLERK OF THE
CIRCUIT COURT AND COMPTROLLER



ANNE SCOTT, CHAIR

APPROVED AS TO FORM & LEGAL
SUFFICIENCY:



MICHAEL D. DURHAM, COUNTY ATTORNEY

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA**

RESOLUTION NO. 19-4.8

**A RESOLUTION AMENDING RESOLUTION 15-12.16
PERTAINING TO THE PARKS AND RECREATION ADVISORY
BOARD**

WHEREAS, on December 15, 2015, the Board of County Commissioners adopted Resolution 15-12.16 regarding the Parks and Recreation Advisory Board; and

WHEREAS, the Board of County Commissioners desires to make revisions to the organization and composition of the Parks and Recreation Advisory Board.

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

1. Section 4, TERMS, of Resolution No. 15-12.16 is hereby amended to read as follows:

TERMS

Members shall be appointed for staggered terms of one (1) and two (2) years for initial appointments. All other terms shall be for two (2) years.

2. Section 5, ORGANIZATION, of Resolution No. 15-12.16 is hereby amended to read as follows:

ORGANIZATION

The PRAB shall by majority vote elect from its membership a Chair and Vice-Chair at a regular meeting in the first quarter of the calendar year. The term of office for any officer shall be one (1) year. An officer may only serve one (1) term in the same office. Subsequent term may be served in another office. An officer elected to fill a remaining term is not included as a term.

3. The remainder of Resolution No. 15-12.16 shall remain in full force and effect.

4. This Resolution shall take effect on April 9, 2019.

DULY PASSED AND ADOPTED THIS 9th DAY OF APRIL 2019.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA


CAROLYN TIMMANN, CLERK OF THE
CIRCUIT COURT AND COMPTROLLER


EDWARD V. CIAMPI, CHAIRMAN

APPROVED AS TO FORM & LEGAL
SUFFICIENCY:


KRISTA A. STOREY, ACTING COUNTY ATTORNEY