





AGENDA DEVELOPMENT OFFICE

201 South Rosalind Avenue ■ Reply To: Post Office Box 1393 ■ Orlando, Florida 32802-1393
407-836-5426 ■ Fax: 407-836-2899 ■ www.orangecountyfl.net

December 4, 2017

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

Thru: Cheryl J. Gillespie, Supervisor 
Agenda Development Office

FROM: Michelle Frank, Advisory Board Coordinator 
Agenda Development Office

SUBJECT: Membership and Mission Review Board Sunset Review
Recommendation
CONSENT AGENDA ITEM DECEMBER 19, 2017

Pursuant to Section 2-210, Orange County Code, the Membership and Mission Review Board (MMRB) is required to prepare and submit to the Board of County Commissioners a list of advisory boards and each advisory board's sunset date. This listing is attached for your information.

The MMRB requested that each of the following advisory boards complete a sunset questionnaire to assist the MMRB in formulating a recommendation as to whether to extend the existence of the advisory boards or to allow them to sunset.

Agricultural Advisory Board
Parks and Recreation Advisory Board

The questionnaire responses are also attached for your review. As indicated by the responses, the Agricultural Advisory Board and Parks and Recreation Advisory Board are currently active and serving the purposes for which they were created.

ACTION REQUESTED: Approval of the Membership and Mission Review Board recommendation for extending the existence of the Agricultural Advisory Board and Parks and Recreation Advisory Board with a new sunset review date of 2023.

Attachments

All of the advisory boards under the jurisdiction of the MMRB shall be reviewed for "Sunset" by December 31 of the calendar years listed below unless they are unable to be sunset or changed due to requirements from federal or state statute.

2017:

- Agricultural Advisory Board
- Parks and Recreation Advisory Board

2018:

- Affordable Housing Advisory Board
- Children and Family Services Board
- Citizens' Commission for Children

2019:

- Arts and Cultural Affairs Advisory Council
- Building Codes Board of Adjustments and Appeals
- Commission on Aging
- Disability Advisory Board
- Fire and Life Safety Code Board of Adjustments and Appeals
- Public Works Advisory Board

2020:

- Citizens' Review Panel for Human Services
- Educational Facilities Authority
- Health Facilities Authority
- Housing Finance Authority
- M/WBE Advisory Committee
- International Drive CRA Advisory Committee
- Neighborhood Grants Advisory Board
- Sustainability Advisory Board

2021:

- Animal Services Advisory Board
- Animal Services Classification Committee
- Environmental Protection Commission
- Orange County Research & Development Authority

2022:

- Community Development Advisory Board
- Development Advisory Board
- Industrial Development Authority
- Nuisance Abatement Board

Boards Unable to be Sunset or Changed:

Health Council of East Central Florida, Inc.
MetroPlan Orlando Citizens' Advisory Committee
Orange Blossom Trail Development Board, Inc.
Tourist Development Council

**Sunset Review of Advisory Boards
Questions for Staff and Board Chairman**

1. Please state the purpose and/or mission of the advisory board. Is the advisory Board serving the purpose for which it was created?
2. What are the current need (s) of the county being served by the advisory board?
3. What are the accomplishments of the advisory board?
4. Is there another public or private board that would better serve the function of the advisory board? If so, please list the board and explain why it would better serve the function.
5. Should the resolution creating the advisory board be amended to enable the advisory board to better serve the purpose for which it was created? If so, how should the resolution be amended?
6. Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?
7. What are the direct and indirect costs of maintaining the advisory board?



Orange County
Agricultural Advisory Board
6021 South Conway Road
Orlando, Florida 32812
407-254-9200 • Fax: 407-850-5125

June 21, 2017

Picton Warlow, Chairman
Membership and Mission Review Board
Orange County Agenda Development
201 South Rosalind Avenue
Post Office Box 1393
Orlando, Florida 32802-1393

Chairman
Fred Dietrich

Board Members
Larry Bean
Gregory Eisenberg
Caitlyn Glatting
David Dymond
Brenda Hagemeister
Jeff Hogan
Angela Mack
Kathrein Markle
Jennifer Parrish
Russell Woodall
Robert Worthington

Dear Mr. Warlow:

Pursuant to section 2-210, Article VI, of the Orange County Code, the Agricultural Advisory Board (AAB) respectfully submits the following answers to questions provided to it by the Membership and Mission Review Board (MMRB) as part of the sunset review process justification for continuing the important county advisory work conducted by the AAB.

1. The AAB shall serve as an independent advisory board to the Board of County Commissioners (BCC) for the purpose of assisting in the review and analysis of Orange County rules, regulations and ordinances affecting the agricultural industry. AAB recommendations to the BCC may consider the overall costs and benefits of rules, regulations, and ordinances to the agricultural industry in an effort to retain and enhance the industry's presence in the community.
2. Under current review are the changes to the Orange County Fertilizer Ordinance that are required to come in compliance with the new Florida state environmental rules. Also, the Orange County Backyard Chicken Pilot Project, which county staff is currently working on, is under review with preliminary AAB support contingent on the wording of the final product.
3. Recent AAB recommendations to the county include the adopted changes to Section 38 of the Orange County Code dealing with agricultural livestock zoning rules and FFA and 4H youth poultry projects, which was passed by the BCC in September of 2016. Discussions over these code changes lasted for over two years before final BCC approval. In addition, the AAB helped write the Orange County Landscape Ordinance and made key recommendations to the county's fence and leash rule making affecting agricultural producers.
4. No.

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5. Due to changes in the agricultural industry over the years, the 'Member Types' should be consolidated into more general categories such as:

3 Ornamental, Greenhouse & Landscape Industry Representatives
3 Livestock Industry Representatives
3 Fruit & Vegetable Industry Representatives
2 At Large Representatives

6. No.

7. The Cooperative Extension Division Extension Agent acts as county liaison with an Administrative Assistant taking notes during the meetings which are usually held at the Extension Education Center conference room. Costs of maintaining the advisory board are minimal.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred Dietrich", with a stylized flourish at the end.

Fred Dietrich, Chairman
Orange County Agricultural Advisory Board



PARKS AND RECREATION DIVISION

4801 West Colonial Drive • Orlando, FL 32808

Telephone (407) 836-6200 • FAX (407) 269-6484 • E-mail: <http://www.orangecountyfl.net>

June 16, 2017

Mr. Picton Warlow
Chairman, Membership and Mission Review Board
Post Office Box 1393
Orlando, Florida 32802-1393

Dear Mr. Warlow:

I am in receipt of your letter dated April 21, 2017 regarding the Orange County Parks and Recreation Advisory Board (PAB) review by the Membership and Mission Review Board. The following bullets should answer your questions.

- The purpose of the PAB is to consider the present and future needs of the park system, including possible expansions or major capital improvements, and recommend definite park programs to the Board of County Commissioners.
- The board is serving its purpose by conveying information from the citizens regarding park and program deficient areas of the county.
- The board has had numerous accomplishments over the last few years. The board was instrumental in developing the division's policy for multipurpose field allocation for youth sports organizations. Another accomplishment is the review and approval of Youth Sports Enhancement Grants.
- There is not another board in the county I am aware of that would meet the needs of the division within the county.
- The resolution does not need to be amended to enable the advisory board to better serve the purpose for which it was created. The board has diverse representation of the County's recreational needs.
- The costs to operate the advisory board is approximately \$75 per meeting for lunch and meeting materials. Indirect costs such as staff labor is nominal.

I hope this answers all the questions you have and please feel free to contact me directly at (407) 702-4788 if you have any additional questions.

Sincerely,

Alan Morrison, Chairman
Parks and Recreation Division Advisory Board

C: Kayleen Stroud, Liaison, Membership and Mission Review Board
Matt Suedmeyer, Manager, Parks and Recreation Division
Michelle Frank, Advisory Board Coordinator, Agenda Development Office
Parks Advisory Board Members