




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

November 22, 2023

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM: Cheryl J. Gillespie, Supervisor 
Agenda Development Office

SUBJECT: Membership and Mission Review Board Sunset Review
Recommendations
CONSENT AGENDA ITEM DECEMBER 12, 2023

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 Membership and Mission Review Board 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 recommendations for extending the existence of the Agricultural Advisory Board and Parks and Recreation Advisory Board with a new sunset review date of 2029.

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.

2023:

Agricultural Advisory Board
Parks and Recreation Advisory Board

2024:

Affordable Housing Advisory Board
Children and Family Services Board
Citizens’ Commission for Children

2025:

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

2026:

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

2027:

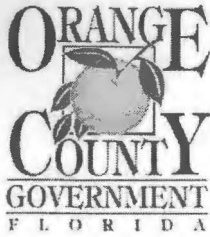
Animal Services Advisory Board
Environmental Protection Commission
Orange County Research and Development Authority

2028:

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



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

July 25, 2023

Chairperson
Steve Brown

Board Members
Suzanne Archer
Bobby Beagles
Ryan Beck
Chris Dowdy
Brenda Hagemeister
Jeff Hogan
Angela Mack
John Madison
Dawn Williams
Russell Woodall

Ms. Meka Beacham
Chairperson, Membership and Mission Review Board
Agenda Development Office
201 South Rosalind Avenue
P.O. Box 1393
Orlando, FL 32802-1393

Dear Ms. Beacham:

In response to the Membership and Mission Review Board (MMRB) request for information to review for the Agricultural Advisory Board (AAB), please see our responses to your questions below.

1. Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created?
 - To serve as an independent advisory board to the Orange County Board of County Commissioners for the purpose of assisting in the review and analysis of Orange County rules, regulations, and ordinances affecting the agricultural industry.
2. What is the current need(s) of the county being served by the advisory board?
 - Advocacy and guidance as it pertains to agricultural lands and use.
3. What are the accomplishments of the advisory board?
 - We have provided insight and guidance to multiple ordinances such as Fertilizer, Backyard Chicken, current Tree Protection and Wetlands Ordinances. We have also provided guidance and feedback regarding VISION 2050.
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.
 - No. This AAB provides a "boots on the ground" style of insight. We are comprised of agricultural and horticultural industries in the County and can speak to it knowledgeably and responsively.
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?
 - Yes. Since the AAB was created in 1994 (check?), Orange County has become more populated and more suburban and urban. As such, the agricultural and horticulture

industries have changed (i.e., agricultural land being transitioned to residential, urban agriculture increasing, small farms and niche farming have been growing, citrus farming have decreased, etc.). The AAB recommends edits on the resolution which will be included with this letter. We propose changing the name of the AAB to "Agriculture and Green Industries Advisory Board" to provide representation for urban agriculture and food systems, horticulture, forestry, agriculture, agricultural education and outreach, watersheds, and natural resources.

6. Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?

- Yes. Due to the evolving Orange County agricultural landscape, we are proposing that the membership be changed to reflect those industries effectively as well as the rising industries. Changes recommended:
 - Two members with expertise/experience with equine or livestock
 - Two members with expertise/experience in nursery industry
 - Two members with expertise/experience in landscape management or water management
 - One member with expertise/experience in allied horticulture industry
 - One member with expertise/experience in fruit crop industry
 - One member with expertise/experience in urban agriculture or small farms
 - One member with expertise/experience as a tree producer or certified arborist – or at-large
 - One member with expertise/experience in agricultural education – or at-large

7. What are the direct and indirect costs of maintaining the advisory board?

- There are no costs to maintaining the advisory board. All meetings are held in the Cooperative Extension office.

Sincerely,



Steve Brown
Chairperson, Agricultural Advisory Board

SB:dw

cc: Kevin Camm, County Extension Director, Cooperative Extension
Rich Maladecki, Liaison, Membership and Mission Review Board
Cheryl J. Gillespie, Supervisor, Agenda Development Office

RESOLUTION

of the
ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS
regarding
THE ORANGE COUNTY AGRICULTURAL ADVISORY BOARD; _____; AND
PROVIDING FOR AN EFFECTIVE DATE

Resolution No. _____

WHEREAS, the Orange County Board of County Commissioners ("BCC") approved Resolution Nos. 94-M-27 and 94-M-71 ("the Enabling Legislation"), creating the Orange County Agricultural Advisory Board to obtain the input of the agricultural community concerning rules, regulations, and ordinances affecting the agricultural industry; and

WHEREAS, the BCC approved Resolution No. 2003-M-58 on December 2, 2003, amending the Enabling Legislation to change the composition of the membership of the Agricultural Advisory Board to better reflect the types of agribusiness that existed in Orange County; and

WHEREAS, the BCC desires to further amend the Enabling Legislation to _____ as set forth herein and to restate, in its entirety, the Enabling Legislation for the Agricultural Advisory Board, as amended.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY, FLORIDA:

Section 1. Amendment to Enabling Legislation for Orange County Agricultural Advisory Board. Resolution Nos. 94-M-27 and 94-M-71, as amended by Resolution No. 2003-M-58, are hereby further amended as follows, with additions shown using underlines and deletions shown using ~~strikethroughs~~:

Section 1. Agriculture and Green Industries Advisory Board;
Creation and Purpose. Orange County Agricultural Advisory Board. The
Agriculture and Green Industries Advisory Board ("the Advisory Board") ~~There is~~
~~hereby created a special advisory board called the Orange County Agricultural~~

~~Advisory Board (the "Agricultural Advisory Board"). The Board and~~ shall serve as an independent advisory board to the Board of County Commissioners (~~"Board"~~) for the purpose of assisting in the review and analysis of all Orange County rules, regulations and ordinances affecting the agricultural and Green industries industry.

(a) Green Industries shall be defined as being composed of activities related to efforts to clean the air and water, manage waste products, promote conservation and enhance the environment through action in:

- Urban Agriculture / Food Systems
- Horticulture
- Forestry
- Agriculture
- Education and Outreach
- Watersheds / Natural Resources

Section 2. ~~Agricultural Advisory Board Functions, Powers and Duties.~~ The ~~Agricultural Advisory Board~~ shall have the following functions, powers, and responsibilities:

(a) ~~The Agricultural Advisory Board shall~~ To provide recommendations and comments to the Board of County Commissioners on the various proposed County rules, regulations, ~~and ordinances, and any land use changes that would perceivably impact agriculture and Green industries affecting the agricultural industry.~~

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(b) To provide oversight and Recommendations to the Board of County Commissioners may to consider with regard to the overall costs and benefits of rules, regulations, and ordinances, and any land use change to the agricultural and Green industries industry in an effort to retain and enhance the industries' industry's presence in the community.

(c) The Board shall To prepare an annual report to the Board of County Commissioners on its activities, goals and objectives.

(d) To work toward representing agriculture and Green industries to ensure future improvement and advocacy.

Section 3. Applicable Laws. Appointments; Qualifications; Terms; Removal; Vacancies; Attendance, etc. ~~The Agricultural Advisory Board shall comply with and be governed by Chapter 2, Article VI of the Orange County Code as it may be amended from time to time (or by any successor provisions of the Code), with respect to the following:~~ The actions of the Advisory Board shall be in accordance with the Advisory Boards Ordinance (Chapter 2, Article VI, Orange County Code) and all applicable laws, including, but not limited to, the Code of Ethics for Public Officers and Employees (Part III of Chapter 112, Florida Statutes), the Florida Public Records Law (Chapter 119, Florida Statutes) and the Florida "Government in the Sunshine Law" (Chapter 286, Florida Statutes). The Advisory Board shall be subject to sunset review meetings held by the Membership and Mission Review Board ("MMRB") in accordance with Chapter 2, Article VI, Orange County Code.

- ~~(a) — Method of appointment to the Board;~~
- ~~(b) — Qualifications for appointment and requirements of membership;~~
- ~~(c) — Terms of service on the Board;~~
- ~~(d) — Attendance requirements;~~
- ~~(e) — Vacancies and removal from the Board;~~
- ~~(f) — Election of officers on the Board, rules of procedure at meetings, and recordation of minutes;~~
- ~~(g) — Compliance with applicable provisions of Florida laws pertaining to public meetings, public records, ethics, and financial disclosure.~~

~~Terms of office on the Agricultural Advisory Board shall be staggered and shall expire on December 31 of each year.~~

Section 4. Membership. ~~The Agricultural Advisory Board shall consist of eleven members, all of whom shall be appointed by the Board consistent with the provisions of Chapter 2, Article VI, Orange County Code. Each member of the Advisory Board shall be a resident of Orange County. The composition and membership shall be as follows appointed from the following categories, whenever possible:~~

- ~~(a) Two members with expertise and experience in equine or livestock Foliage Industry~~
- ~~(b) Two members with expertise and experience in the nursery industry Flowering Plant Industry~~

(c) Two members with expertise and experience in landscape management or water management Bedding Plan Industry

(d) One member with expertise and experience in allied horticulture industry Lawn Spraymen/Pest Control

(e) One member with expertise and experience in the fruit crop industry Greenhouse Builder

(f) One member with expertise and experience in urban agriculture or small farms Flowering Trees and Woody Ornamental Industry

(g) One member with expertise and experience in trees as a tree producer and/or arborist or, in the event that a member with such qualifications cannot be timely appointed, one at-large member Cattle Industry

(h) One member with expertise and experience in agricultural education or, in the event that a representative with such qualifications cannot be timely appointed, one at-large member Equine Industry

(i) One ex-officio, non-voting member from the Orange County Sustainability Advisory Board Citrus Industry

(j) ~~Lawn Maintenance/Landscaping~~

(k) ~~Department of Agriculture~~

Section 5. Staff Support. Orange County shall provide staff support to the ~~Agricultural~~ Advisory Board in the form of clerical support posting and recording of meetings and postage for mailings.

~~*Section 6. Effect of Resolution.* This Resolution amends, replaces and supersedes all portions and provisions of prior motions or resolutions of the Board of County Commissioners regarding the Agricultural Advisory Board that are inconsistent with the provisions contained herein. The remaining portions and provisions of prior motions and resolutions regarding the Agricultural Advisory Board that are not inconsistent with this Resolution shall remain in full force and effect.~~

~~*Section 7. Effective Date; Sunset.* This resolution shall become effective upon the date of adoption by the Board of County Commissioners and shall expire and be of no further force and effect on December 31, 2005, unless readopted by the Board of County Commissioners before that date.~~

Section 2. Repeal of Prior Inconsistent Resolutions. This Resolution shall repeal and supersede all prior, inconsistent resolutions of the Board of County Commissioners.

Section 3. Effective Date. This resolution shall become effective upon the date of adoption by the Board.

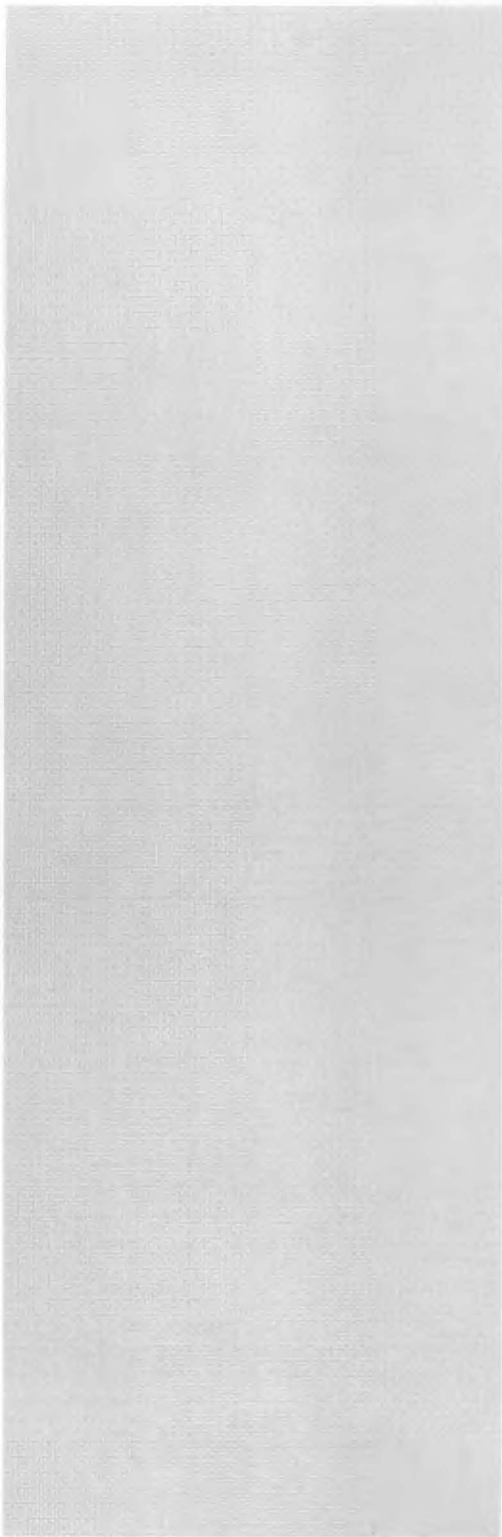
ADOPTED THIS ____ DAY OF _____, 2022.

ORANGE COUNTY, FLORIDA
By: Board of County Commissioners

By: _____
Jerry L. Demings,
Orange County Mayor

ATTEST: Phil Diamond, CPA, County Comptroller
As Clerk of the Board of County Commissioners

By: _____
Deputy Clerk





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>

July 6, 2023

Meka Beacham

Chairman, Membership and Mission Review Board

Post Office Box 1393

Orlando, Florida 32802-1393

Dear Mr. Beacham:

In response to your letter dated March 30, 2023 and Pursuant to section 2-210, Article VI of the Orange County Code, regarding the sunset of advisory boards, the Parks Advisory Board (PAB) submits the following response:

1. Please state the purpose and/or mission of the Advisory Board.

The Parks Advisory Board (PAB) serves a purpose by providing public insight from the Orange County citizens, stakeholders, and visitors. They offer suggestions to improve the service delivery of the division and are a link between the elected officials, staff, and the citizens. They are advocates for the Parks system and a point of contact for residents. Each member represents their respective districts or programs at events. Provide a venue for public comment. They have been very helpful in advising and making recommendations to the BCC on division operating guidelines and procedures.

2. What are the current need(s) of the county being served by the advisory board?

The PAB assists the Parks and Recreation Division with program service delivery and determining where the gaps in service are. They also assist with input on current park operations.

3. What are the accomplishments of the advisory board?

The accomplishments of the Parks Advisory Board include the following:

- Developed and updated the Parks and Recreation Division's Field Allocation Guidelines which was approved by the Board of County Commissioners twice in the last ten years.
- Updated guidelines and approved the recommendations made by staff and/or the community for park or facility names.
- Report recommendations regarding parks in their respective areas on a regular basis.
- Implemented and approved staggering of PAB meeting locations to allow members the opportunity to visit some of the sites outside their respective districts.
- Approved Adopt-A-Park applications.

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.

No.

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?

No.

6. **Should the advisory board's membership requirements be modified? If so, how should the requirements be modified?**

No.


7. **What are the direct and indirect costs of maintaining the advisory board?**

This past year the direct costs were associated with the purchase of lunches for the PAB members, ordering of name plates for new members and staff, miscellaneous purchases (paper products, utensils, napkins, water and sodas), and media equipment. Total annual costs for these items are approximately \$825. All board members are volunteer.

Indirect Costs include staff time preparing for and attending the board meetings.

The PAB is an extremely valuable board to the County's elected officials, administration, and most importantly the citizens. The board members are very passionate about parks and recreation and have made numerous improvements to the Parks and Recreation Division. Please feel free to contact me directly if you have any additional questions at (407) 708-8544.

Sincerely,



Joey Kratt, Chairman
Parks and Recreation Division Advisory Board

- C: Andrew Darling, Liaison, Membership and Mission Review Board
Matt Suedmeyer, Manager, Parks and Recreation Division
Cheryl J. Gillespie, Supervisor, Agenda Development Office
Parks Advisory Board Members