

BCC Mtg. Date: September 22, 2020

# RESOLUTION

*of the*  
**ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS**  
*regarding*  
**AMENDMENTS TO THE SUSTAINABILITY ADVISORY BOARD**

Resolution No. 2020-M-40

WHEREAS, on May 13, 2014, the Orange County Board of County Commissioners (the "Board") accepted the Sustainable Orange County Plan (the "Sustainability Plan"), *Our Home for Life*, which addresses economic, environmental, social, and cultural issues in a holistic manner and provides goals, targets, strategies, and measures for achieving a more sustainable future; and

WHEREAS, on September 23, 2014, the Board approved Resolution No. 2014-M-57 (the "Original Resolution") establishing the Sustainability Advisory Board (the "Advisory Board") for the purposes of overseeing the implementation of the Sustainability Plan, reviewing progress made toward goals and targets, and making adjustments as necessary; and

WHEREAS, the Board finds that the interests of the citizens of Orange County will be best served by readopting the terms of the Original Resolution that created the Advisory Board with amendments to the Advisory Board's purpose, membership, applicable laws, and responsibilities and duties; and

WHEREAS, Chapter 2, Article VI, Orange County Code, provides standards for the creation, operation, and review of advisory boards and authorizes amendments and revisions to an original resolution.

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

**Section 1. Recitals.** The above recitals are hereby incorporated into this Resolution.

**Section 2. Readoption and Amendments.** Pursuant to Sections 2-205(b) and 2-210, Orange County Code, the Board hereby readopts the Original Resolution with the amendments contained in this Resolution. Throughout this Resolution,

additions to the language of the Original Resolution are shown with underlines and deletions are shown with ~~strikethroughs~~.

**Section 3. Amendment to Section 1 of the Original Resolution.** Section 1 of the Original Resolution is hereby amended as follows:

**“Section 1. Creation and Purpose.** The Sustainability Advisory Board (the ‘Advisory Board’) is hereby created for the purposes of overseeing the implementation of ~~the all County Sustainability and Resiliency Plans~~ (‘Plans’), reviewing progress toward goals and targets in these Sustainability Plans, ~~and making adjustments to these Sustainability Plans~~, as appropriate, and working toward achieving any future sustainability and resiliency initiatives set forth by the County.”

**Section 4. Amendment to Section 2 of the Original Resolution.** Section 2 of the Original Resolution is hereby amended as follows:

**“Section 2. Membership.** The Advisory Board shall be composed of nine 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 either be a resident of Orange County or be employed in Orange County; provided, however if a member is employed in Orange County but does not reside in Orange County, the residency requirement must be waived by an affirmative vote of at least five members of the Board. The composition and membership shall be as follows:

(a) One representative with expertise and experience in economic development or business,

(b) One representative with expertise and experience in environmental protection, natural resources management, ~~or sustainability practices~~, or urban tree canopy management,

(c) One representative with expertise and experience in social services or community health,

(d) One representative with expertise and experience in arts and cultural affairs, ~~or, in the event that a representative with such qualifications cannot be timely appointed, one at-large representative.~~

(e) One representative with expertise and experience in urban planning or transportation planning,

(f) One representative with expertise and experience in education, or, in the event that a representative with such qualifications cannot be timely appointed, one at-large representative.

(g) One representative with leadership experience in neighborhood improvement related organizations or activities (e.g., Homeowners Association, non-profit, faith-based organization, volunteer group, civic group, community development group, etc.), and housing and community development.

(h) Two at-large representatives. One representative with expertise and experience in smart infrastructure or resiliency, and

(i) One representative with expertise and experience in renewable energy or high-performance buildings.”

**Section 5. Amendment to Section 3 of the Original Resolution.** Section 3 of the Original Resolution is hereby amended as follows:

**“Section 3. Applicable Laws.** 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.”

**Section 6. Modification to Section 6 of the Original Resolution.** Section 6 of the Original Resolution is hereby readopted with the following modifications:

**“Section 6. Responsibilities and Duties.** The Advisory Board shall have the following responsibilities and duties:

(a) Review progress and provide recommendations to the Board on the implementation of the all County Sustainability and Resilience Plans and any adjustments to these Sustainability Plans, as appropriate in order to continuously improve efficiency, cost effectiveness, and environmental and social impacts.

(b) Review and provide input on the Annual Sustainability Reports prepared by designated county staff representatives that summarize progress toward goals and targets and achievement of strategies contained in the Sustainability Plan. Provide oversight to ensure continuous improvement toward all County Sustainability and Resilience Plans’ goals and targets.

(c) Provide an annual report to the Board on its activities, goals, and objectives.

(d) Work toward achieving all future sustainability and resiliency initiatives set forth by the County.

**Section 7. Effective Date.** This Resolution shall become effective upon the date of adoption by the Board.

SEP 22 2020

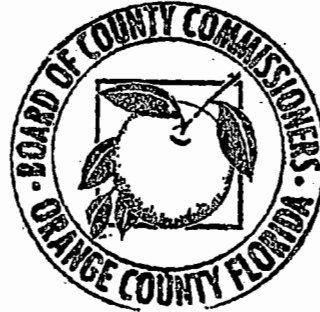
ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

ORANGE COUNTY, FLORIDA  
By: Board of County Commissioners

By: Jerry L. Demings  
for Jerry L. Demings  
Orange County Mayor

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

By: Phil Diamond  
Deputy Clerk



APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS  
SEP 23 2014 CAS/KH

RESOLUTION

*of the*  
**ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS**  
*creating the*  
**SUSTAINABILITY ADVISORY BOARD**

Resolution No. 2014- M-57

**WHEREAS**, a healthy, prosperous, livable, and connected community is vital to the quality of life for current and future residents and visitors of Orange County; and

**WHEREAS**, in February of 2013, Mayor Teresa Jacobs appointed an ad hoc Sustainability Committee to develop a Community Sustainability Plan; and

**WHEREAS**, the Sustainability Committee prepared the Sustainable Orange County Plan (the "Sustainability Plan"), *Our Home for Life*, which addresses economic, environmental, social, and cultural issues in a holistic manner and provides goals, targets, strategies, and measures for achieving a more sustainable future; and

**WHEREAS**, on May 13, 2014, the Orange County Board of County Commissioners (the "Board") accepted the Sustainability Plan; and

**WHEREAS**, the Board desires to establish a Sustainability Advisory Board for the purposes of overseeing implementation of the Sustainability Plan, reviewing progress toward goals and targets, and making adjustments as necessary; and

**WHEREAS**, Section 125.01(1)(t), Florida Statutes, provides in pertinent part that the governing body of a county may adopt resolutions necessary for the exercise of its powers.

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

**Section 1. Creation and Purpose.** The Sustainability Advisory Board (the "Advisory Board") is hereby created for the purposes of overseeing implementation of the Sustainability Plan, reviewing progress toward goals and targets in the Sustainability Plan, and making adjustments to the Sustainability Plan as appropriate.

**Section 2. Membership.** The Advisory Board shall be composed of nine 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 either be a resident of Orange County or be employed in Orange County; provided, however if a member is employed

in Orange County but does not reside in Orange County, the residency requirement must be waived by an affirmative vote of at least five members of the Board. The composition and membership shall be as follows:

- (a) One representative with expertise and experience in economic development or business,
- (b) One representative with expertise and experience in environmental protection, natural resources management, or sustainability practices,
- (c) One representative with expertise and experience in social services or community health,
- (d) One representative with expertise and experience in arts and cultural affairs.
- (e) One representative with expertise and experience in urban planning or transportation planning,
- (f) One representative with expertise and experience in education,
- (g) One representative with leadership experience in neighborhood improvement related organizations or activities (e.g., Homeowners Association, non-profit, faith-based organization, volunteer group, civic group, community development group, etc.), and
- (h) Two at-large representatives.

**Section 3. Applicable Law.** 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).

**Section 4. Terms of Office.** Advisory Board members shall serve for a term of two years. To provide for staggered terms of membership, the terms of office for the initial members, as designated by the Board at the time of their initial appointments, shall be as follows:

- (a) The initial term of office for the economic development or business representative; the social services or community health representative; the arts and cultural affairs representative; and one of the at-large representatives shall expire on June 30, 2015; and
- (b) The initial term of office for the environmental protection, natural resources, or sustainability practices representative; the urban planning or transportation planning representative, the education representative, the representative with leadership experience in

neighborhood improvement organizations or activities; and one of the at-large representatives shall expire on June 30, 2016.

A vacancy occurring during a term shall be filled for the unexpired term. Each member shall hold office until a successor has been appointed.

**Section 5. Chair, Vice Chair; Quorum.** The Advisory Board shall designate a Chair and a Vice-Chair from among its members. A majority of all members of the Advisory Board shall constitute a quorum necessary to hold a meeting and take action.

**Section 6. Responsibilities and Duties.** The Advisory Board shall have the following responsibilities and duties:

(a) Review progress and provide recommendations to the Board on implementation of the Sustainability Plan and any adjustments to the Sustainability Plan, as appropriate.

(b) Review and provide input on the Annual Sustainability Reports prepared by designated county staff representatives that summarize progress toward goals and targets and achievement of strategies contained in the Sustainability Plan.

(c) Provide an annual report to the Board on its activities, goals, and objectives.

**Section 7. Staff Support; Compensation.** Orange County shall provide staff support to the Advisory Board in the form of technical and clerical support, posting and recording of meetings, postage for mailings, and such other support as may be reasonably required for the proper performance of the Advisory Board's duties. The members of the Advisory Board shall serve without compensation. No reimbursement of expenses incurred in connection with the duties performed by Advisory Board members shall be made unless approved by the Board.

**Section 8. Effective Date.** This resolution shall become effective upon the date of adoption by the Board.

ADOPTED THIS \_\_\_\_\_ DAY OF SEP 23 2014.

ORANGE COUNTY, FLORIDA

By: Board of County Commissioners

By: *Teresa Jacobs*

Teresa Jacobs

Orange County Mayor

ATTEST: Martha O. Haynie, County Comptroller  
As Clerk of the Board of County Commissioners

By: *Kate Smith*  
Deputy Clerk





July 17, 2020

Kayleen Stroud  
Chairperson, Membership and Mission Review Board  
Orange County Agenda Development Office

Dear Ms Stroud,

As requested from the MMRB, the Sustainability Advisory Board has discussed and approved the following responses to the questions you posed in the letter to me dated May 28<sup>th</sup>, 2020.

**1. Please state the purpose and/or mission of the advisory board. Is the advisory board serving the purpose for which it was created?**

The purpose and mission of the Sustainability Advisory Board (SAB) was to oversee implementation of the Our Home for Life Sustainability Plan, review progress toward the goals and targets in the Plan, and adjust the Plan as appropriate. The SAB has served this purpose through the following work; the SAB has created priorities for strategy implementation, reviewed metrics related to these strategies to determine progress, provided input and recommendations to project presentations about all strategies, and has assisted staff in the creation of four annual reports as well as a Sustainability Webpage on [ocfl.net](http://ocfl.net). Additionally, the SAB has approved five changes to strategies within the Plan to allow for better implementation of the associated goals.

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

The County requires oversight and review of the progress of the goals and strategies set forth in the Sustainability Plan for the purpose of transparency to the public. It also allows for innovation from industry leaders with experience from outside county government to push the implementation of strategies towards new technology and in line with other leaders of industry around Florida and the country.

**3. What are the accomplishments of the advisory board?**

The SAB has supported the creation of four annual reports, all of which are available on the Sustainability webpage at [www.ochomeforlife.net](http://www.ochomeforlife.net). The SAB also provided oversight of the development of that webpage, which beginning in 2017, is used for annual online reporting of strategy progress and target data updates. Through regular presentations about sustainable projects being pursued by the County, the SAB has provided letters to the BCC in support of projects such as improved county recycling and the internal single-use products policy. Additionally, the SAB has reviewed five strategies of the plan for updates and has approved a process for reviewing and implementing all plan changes.

**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.**

There is not another Orange County Advisory Board that can serve the purpose of oversight and implementation review for the County's Sustainability and Resilience efforts.

**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, there are updates needed to the Resolution continuing the Advisory Board. Updates to the purpose of the SAB are needed to better support the future efforts of the County. Orange County has recently hired a Chief Sustainability and Resilience Officer and this new position allows the County to expand its efforts in pursuing both internal operational changes as well as continue the efforts of promoting change in the community. Along with this, the County has signed an MOU to participate in a

**SUSTAINABILITY  
ADVISORY BOARD**

John Martinez (*Chair*)

Melvin Pittman (*Vice-Chair*)

Madeline Almodovar

Tommy Boroughs

Shana Carson

Samuel Graham

Byron Knibbs

Kenneth Peach

Resham Shirsat



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Resham Shirsat

Regional Resilience Collaborative with over forty participating counties, municipalities, and stakeholders to plan for a more resilient region prepared for and able to bounce back from shocks and stressors, both environmental and economic. All of these efforts will benefit from the oversight and input of the SAB members and their sustainability expertise.

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

Yes, there are several suggested updates to the required membership expertise and experience for board members. These updates bring experience in areas of the renewable energy, green building practices, resilience, social equity, housing and community development, tree canopy management, urban planning, and smart infrastructure. All of these elements will be part of the County's continued efforts and will be included in the Internal Sustainability Action Plan in development. Some of these elements are already existing within the current Sustainable Orange County, Our Home for Life Plan and will be expanded when the plan undergoes a five year update this year.

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

Direct costs for the SAB are minimal, approximately \$80-100, to supply lunch during the bi-monthly meeting time of 12:00-1:30pm. Indirect costs consist of staff time to support the board. Estimates of this time vary, depending upon the agenda and presentations, but can be estimated at about 8-12 hours per month.

Please let me know if you have any questions or comments.

Sincerely,



Mr. John M. Martinez  
Chairperson, Sustainability Advisory Board  
2808 N. Westmoreland Drive  
Orlando, FL32804

JM

cc: Lori Forsman, Sustainability Programs Manager, Planning Division  
Ronald Rogers, Liaison, Membership and Mission Review Board  
Cheryl J. Gillespie, Supervisor, Agenda Development Office