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RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS OF SARASOTA COUNTY, FLORIDA  
CLERK OF CIRCUIT COURT  
SARASOTA COUNTY, FL

RE: Continuation of the Water and Sewer Advisory Committee; appointment of a youth representative

WHEREAS, the Sarasota County operates several water and wastewater treatment facilities; and

WHEREAS, the Board of County Commissioners of Sarasota County (the "Board") desires to utilize the expertise and talents of interested citizens and community leaders who have a water and/or wastewater utility background to address water and wastewater issues and to provide recommendations to the Board; and

WHEREAS, the Board adopted Resolution 95-045, creating the Water and Sewer Advisory Committee ("Advisory Committee") to assist the Board in the promulgation of rules, regulations and policies in addition to other services that the Board may deem appropriate; and

WHEREAS, the Board has adopted an advisory board youth representative program to encourage high school age students to become interested and involved in local government; and

WHEREAS, the perspective of high school age students on local government issues is important in formulating recommendations to the Board of County Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA, in public meeting assembled:

SECTION ONE: CONTINUATION, PURPOSE AND DUTIES

- a. The Water and Sewer Advisory Committee (the "Advisory Committee") is hereby continued.
- b. The purpose of the Advisory Committee is to assist the Board in the promulgation of rules, regulations, and policies, and to provide recommendations to the Board.
- c. The Advisory Committee shall act solely in an advisory capacity, without compensation, reporting directly to the Board.

SECTION TWO: COMPOSITION AND QUALIFICATIONS

- a. The Advisory Committee shall be comprised of ten (10) individuals, including one (1) youth representative.
- b. With the exception of the youth representative, each member must have experience in water or wastewater accounting, management, engineering,

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customer service, or shall have served in an official capacity with a homeowner's association or other organization that provides water or wastewater services or routinely participates in regulatory or police matters related to water or wastewater.

- c. No member of the Committee shall hold elective office or be employed by any municipality within Sarasota County, by Sarasota County Government, or by any utility which is regulated by Sarasota County.
- d. Members of the Advisory Committee must be residents of Sarasota County throughout their term of office.
- e. Members of the Advisory Committee must be free from actual or potential conflict of interest. If there is an actual or potential conflict of interest, the Advisory Committee member must immediately notify the Chair and withdraw from consideration of any projects in conflict.

### SECTION THREE: APPOINTMENT

- a. Candidates for the Advisory Committee shall be sought through advertisements in an area newspaper of general circulation.
- b. Interested individuals shall submit a completed Advisory Committee Application detailing their qualifications for the position and reasons for desiring a position on the Advisory Committee. All applications shall be submitted to the Board for consideration.
- c. Advisory Committee members shall be selected by a majority vote of the Board.

### SECTION FOUR: TERMS OF MEMBERSHIP

- a. With the exception of the youth representative, members of the Advisory Committee shall be appointed for a term of two (2) years, with staggered terms. The youth representative shall serve for one (1) year.

### SECTION FIVE: RULES OF PROCEDURE

- a. The Advisory Committee shall comply with all applicable requirements of Florida's Sunshine Law, Public Records laws and the Code of Ethics for public representatives. The Committee may adopt additional procedures of operation provided there is no conflict with Florida state law, County Ordinances, or this Resolution. In the absence of bylaws, Roberts Rules of Order will be the standard.
- b. Members of the Advisory Committee are required to attend an Advisory Committee orientation within six (6) months of their appointment.

- c. The Advisory Committee shall meet at such times and places as the Chairman, or their designee, deems appropriate in order to fulfill the mission and duties of the Advisory Committee.
- d. A simple majority of the existing membership shall constitute a quorum. An affirmative vote of a simple majority of members present shall constitute adoption of a motion. A motion is lost on a tie vote.
- e. All meetings shall be open to the public and a notice of said meetings shall be published in a newspaper of general circulation in accordance with Florida Statutes.
- f. The Advisory Committee shall not incur any expense or obligation to be paid by Sarasota County Government; expenditures shall only be those authorized by the Board.
- g. The agenda for each meeting shall be prepared and distributed by the Chair of the Advisory Committee, or their designee, ten (10) days in advance of a scheduled meeting.
- h. Copies of the agenda shall be mailed, hand-delivered or transmitted via facsimile to the Committee members, the Utilities Manager, the Office of the County Attorney, the County Administrator, and any interested citizens or groups who request a copy.
- i. In the event the Advisory Committee finds it necessary to appoint sub-committees, those sub-committees shall act as fact finding bodies only, with their sole purpose to report research issues and/or to report factual findings to the Advisory Committee.
- j. All meetings of the Advisory Committee shall be recorded on audio cassette with typed summary minutes prepared and filed with the Clerk of the Circuit Court, Board Records Division. Business Centers should keep copies of the minutes and the audio cassettes on hand for a period of three years.

#### SECTION SIX: OFFICERS

The Advisory Committee shall annually select a minimum of a Chairperson, Vice-Chairperson and Secretary from among its members.

#### SECTION SEVEN: VACANCIES AND REAPPOINTMENTS

- a. Vacancies on the Advisory Committee shall be filled for the remainder of the term in the same manner as the vacating member was appointed as provided for in Section Three.

- b. Upon expiration of the member's term there will be no automatic reappointments to the Advisory Committee; the member must reapply for appointment to the Advisory Committee no later than October 1 of the year in which his/her term expires.

SECTION EIGHT: REMOVAL

- a. Any member of the Advisory Committee who fails to attend at least seventy-five percent (75%) of the Advisory Committee meetings in a calendar year is subject to removal by the Board.
- b. Members of the Advisory Committee are approved by a majority vote of the Board and can be removed or replaced by a majority vote of the Board, should they deem it necessary.

SECTION NINE: REPEAL

Resolution No. 95-045 is hereby repealed.

SECTION TEN: EFFECTIVE DATE

This Resolution shall become effective immediately upon adoption by the Board of County Commissioners.

PASSED AND DULY ADOPTED THIS 24<sup>th</sup> DAY OF JULY, 2001.

BOARD OF COUNTY COMMISSIONERS  
OF SARASOTA COUNTY, FLORIDA

By: David J. Miller  
Chairman

ATTEST:

KAREN E. RUSHING, Clerk of the  
Circuit Court and Ex-Officio Clerk of the  
Board of County Commissioners of  
Sarasota County, Florida

By: Paula J. Linton  
Deputy Clerk