

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY**

Meeting Date: October 5, 2021
Department: Environmental Resources Management
Advisory Board: Natural Areas Management Advisory Committee

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve reappointment of one At-Large member to the Natural Areas Management Advisory Committee (NAMAC). Seat No. 5 is for a term of three years beginning October 5, 2021 through September 30, 2024.

| <u>Seat No.</u> | <u>Reappointment</u> | <u>Seat Requirement</u> | <u>Term Ending</u> | <u>Nominated By</u> |
|-----------------|----------------------|--|--------------------|--|
| 5 | Jennifer Cirillo | Palm Beach County Parks & Recreation Natural Areas | 09/30/2024 | Mayor Kerner Vice Mayor Weinroth Comm. Marino Comm. Weiss Comm. Sachs Comm. McKinlay Comm. Bernard |

Summary: Resolution No. R2013-1328 provides for a seven-member NAMAC. Membership consists of one-member with experience in the management of natural areas, one biological scientist, one professional educator with knowledge of South Florida ecosystems, one representative of a local municipal government parks and recreation program, one-member of the Palm Beach County Parks and Recreation Department staff, and two citizens having an interest in preservation and conservation of natural areas. With these two reappointments, all seven NAMAC seats will be filled with a diversity count of Caucasian: 5 (71%), African American: 1 (14.5%) and Hispanic: 1 (14.5 %). The gender ratio (female:male) is 5:2. Seat No. 5 nominee is a Caucasian female and Seat No. 6 is a Hispanic female. Staff continues to address the need for increased diversity within our boards and will encourage expansion of this Board's diversity. Countywide (SS)

Background and Justification: The purpose of NAMAC is to review and comment on management plans developed by staff for natural areas and conservation lands managed by the Palm Beach County Department of Environmental Resources Management, with a specific focus on proposed public uses of these sites and to make recommendations to staff on possible changes to each plan prior to making a recommendation to the Board of County Commissioners on approval of the plan. Ms. Cirillo meets the criteria to fill Seat No. 5 and would be serving her second Term. The reappointment is for a three-year term expiring September 30, 2024.

Attachments:

1. Boards/Committees Application w/Resume
2. Written Notice to the Board of County Commissioners
3. Current Membership
4. Attendance Record
5. Resolution No. R2013-1328


Recommended:


 Department Director

9-15-21
 Date

SAS 9/14/21

Legal Sufficiency:


 Assistant County Attorney

9/15/21
 Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.

Section I (Department): Environmental Resources Management

Board Name: Natural Areas Management Advisory Committee Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: October 5, 2021 To: September 30, 2024

Seat Requirement: Member of the Palm Beach County Parks and Recreation staff Seat #: 5

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

***When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: _____**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Cirillo Jennifer Elizabeth
Last First Middle

Occupation/Affiliation: Assistant Director, Palm Beach County Parks and Recreation Department
Owner Employee Officer

Business Name: Palm Beach County Parks and Recreation Department

Business Address: 27090 Sixth Avenue South

City & State: Lake Worth, FL Zip Code: 33461

Residence Address: 157 Cayman Dr.

City & State: Palm Springs, FL Zip Code: 33461

Home Phone: (561) 906-9687 Business Phone: (561) 963-6732 Ext.

Cell Phone: (561) 906-9687 Fax: ()

Email Address: jcirillo@pbccgov.org

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Section I wo (continued)

| <u>Contract/Transaction No.</u> | <u>Department/Division</u> | <u>Description of Services</u> | <u>Term</u> |
|---------------------------------|----------------------------|--------------------------------|-------------------|
| Ex: (R#XX-XXXX/PO XXX) | Parks & Recreation | General Maintenance | 10/01/11-09/30/12 |

(Attach Additional Sheet(s), if necessary)

OR NONE

All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Keep in mind this requirement is on-going.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By watching the training program on the Web, DVD or VHS
 By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jennifer Cirillo Printed Name: Jennifer Cirillo Date: 7/1/2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 233-0724.

Return this FORM to:
Mary Canada
2300 N Jog Road 4th Floor
West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

October 5, 2021

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 7.27.21

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

Section I wo, continued:

| <u>Contract/Transaction No.</u> | <u>Department/Division</u> | <u>Description of Services</u> | <u>Term</u> |
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(Attach Additional Sheet(s), if necessary)

OR NONE

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 By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jennifer E. Cirillo Printed Name: Jennifer Cirillo Date: 7/1/2021

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Revised 08/01/2011

Section I wo (continued)

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| Ex: (R#XX-XXXX/PO XXX) | Parks & Recreation | General Maintenance | 10/01/11-09/30/12 |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

(Attach Additional Sheet(s), if necessary)

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 By attending a live presentation given on _____, 20____

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By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jennifer Cirillo Printed Name: Jennifer Cirillo Date: 7/1/2021

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West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

October 5, 2021

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Maria G. Mauer Date: 7/27/21

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Revised 08/01/2011

Section I two (continued)

| <u>Contract/Transaction No.</u> | <u>Department/Division</u> | <u>Description of Services</u> | <u>Term</u> |
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| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

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OR NONE

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 By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jennifer Cirillo Printed Name: Jennifer Cirillo Date: 7/1/2021

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Mary Canada
2300 N Jog Road 4th Floor
West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

October 5, 2021

Appointment to be made at ESC Meeting on

Commissioner's Signature: [Signature] Date: 7/27/21

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Revised 08/01/2011

Section I (continued)

| <u>Contract/Transaction No.</u> | <u>Department/Division</u> | <u>Description of Services</u> | <u>Term</u> |
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 By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jennifer Cirillo Printed Name: Jennifer Cirillo Date: 7/1/2021

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Return this FORM to:
Mary Canada
2300 N Jog Road 4th Floor
West Palm Beach, FL 33411

Section III (Commissioner, if applicable)

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October 5, 2021

Commissioner's Signature: [Signature]

Date: _____

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Revised 08/01/2011

Section I wo (continued)

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By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jennifer Cirillo Printed Name: Jennifer Cirillo Date: 7/11/2021

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Return this FORM to:
Mary Canada
2300 N Jog Road 4th Floor
West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

October 5, 2021

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Melissa McHale Date: 7/27/21

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Revised 08/01/2011

Section I wo (continued):

| <u>Contract/Transaction No.</u> | <u>Department/Division</u> | <u>Description of Services</u> | <u>Term</u> |
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| _____ | _____ | _____ | _____ |
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AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jennifer Cirillo Printed Name: Jennifer Cirillo Date: 7/1/2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountylethics.com or contact us via email at ethics@palmbeachcountylethics.com or (561) 233-0724.

Return this FORM to:
Mary Canada
2300 N Jog Road 4th Floor
West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: October 5, 2021
Commissioner's Signature: Mackens Date: _____

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Revised 08/01/2011

JENNIFER E. CIRILLO

157 Cayman Dr. ♦ Palm Springs, FL 33461 ♦ (561) 906-9687
jcirillo25@hotmail.com

Public Administration ~ Strategic Management ~ Partnership Development

A highly experienced **Certified Parks and Recreation Executive (CPRE)** passionate about parks building community, youth development, economic vitality, health and environmental stewardship with a proven track record of leading diverse teams to new levels of success in a fast-paced environment. Strong critical thinking skills and business management qualifications including demonstrated ability to leverage partnerships, develop strategic plans, handle difficult situations and measure performance outcomes.

PROFESSIONAL EXPERIENCE

Palm Beach County

2004 - present

Assistant Director, Parks and Recreation (2010 – present)

- Responsible for organizational leadership, strategic management and program operation for National Gold Medal Award winning department with 8,300 acres and \$83 Million budget.
- Leading safe, effective and efficient core service delivery - ensuring access to beaches and water bodies; facilitating health and wellness opportunities; providing for youth enrichment, sports/athletic programming and facilities; promoting stewardship of natural, archeological and cultural sites; providing trails, open space and picnic facilities.
- Oversee six divisions including Park Operations (including natural land management); Aquatics, Recreation Services, Special Facilities, Planning, Research & Development and Finance & Support Services as well as Public Engagement Section.
- Administer all personnel matters for 590 permanent and 400 seasonal staff.
- Communicate effectively with co-workers, other departments, partner organizations, the public and with elected officials/staff.

Acting Director, Head Start (October, 2013 – July, 2014)

- Chosen by top County management to develop and lead a complex operational transition plan to outsource a 47 year-old Head Start \$17 Million grant funded program with multiple stakeholders saving the County \$4 Million match reallocated for birth to 22 youth initiatives.
- Provided leadership to more than 200 permanent staff and 50 non-permanent staff in the delivery of early childcare, school readiness and wrap-around services for children ages 0-5 and their families at ten licensed childcare centers during a time of great change.

Division Director of Recreation Services (2010 - 2012)

- Directed the activities of multiple recreation and nature facilities including County-wide summer camp, youth/adult athletics, therapeutic recreation and other inclusive programs.
- Managed all aspects of the project planning and transition of more than 170 acres of park land from construction to publicly accessible resource based recreational land (Riverbend Park/Loxahatchee River Battlefield Park) on time and within budget.

- Secured grant funding for park projects including the National Park Service American Battlefield Preservation and Protection Grant (\$40,790); collaborated with co-worker on CDBG grant awarded for Westgate Splash Park (\$174,500), and secured \$20,000 in Gifts to Parks sponsorships for children's edible gardens.

Recreation Programs Supervisor (2007 - 2010)

- Prepared and delivered persuasive, informative presentations to public and community groups.
- Prepared BCC agenda items including formalized agreements with non-profit partners.

Special Projects Coordinator (2004 - 2007)

- Managed multiple high visibility projects including policy revision and creation, strategic planning, employee recruitment/retention strategies, training, and feasibility studies.

Bethesda Healthcare System

2001-2004

Staffing Resource Manager / Clinical Informatics Liaison

- Managed 59 contractual travel nurses and conducted monthly orientation for more than 100 agency nurses coordinating contract usage exceeding \$2.2 million annually.
- Responsible for ensuring efficient staffing schedules for 12 nursing units.
- Educated nursing and secretarial staff of more than 1,100 on the use of computer applications and policy and procedure changes.
- Facilitated the Patient Care Practice Committee responsible for policy and procedure decisions.
- Prepared research reports for litigation.

YMCA of South Palm Beach County

2000-2001

Director, Youth and Adult Sports

- Supervised 14 employees and more than 120 volunteers in the direction of athletic leagues, youth summer camps and special events incorporating core values of caring, honesty, respect and responsibility.
- Responsible for fund-raising activities to support athletic program operating budget and scholarship program.

Bethesda Memorial Hospital – SportsCare USA, Inc.

1998-2000

SportsCare Marketing Representative

- Managed special event and health education marketing program, conducting community recreation and education programs promoting physician services.
- Worked with stakeholders to design surveys and other data collection instruments.

The Palm Beach Post / AudioSports.net

1997-1998

Business Development Consultant

- Marketed online audio and video content and led new product creation teams. Position required a great deal of innovation and independent decision-making.

Gannett - USA Today / Baseball Weekly

1994-1997

District Marketing Manager / District Sales Manager

- Supervised 30 wholesale distribution employees and increased district sales of USAToday by 35% and Baseball Weekly by 45% in one year through product positioning, incentive programs and relationship building.

Instant Replay Sports Consignment
Sole Proprietor

1993-1994

- Opened, owned and operated retail sporting goods consignment store in Erie, Pennsylvania.

Lake Erie Institute of Rehabilitation
Therapeutic Recreation Aide

1993

- Performed patient assessments and modified recreational programming to meet the developmental outcome goals for head trauma patients, completing clinical documentation.

EDUCATION

Master of Business Administration Lynn University, Boca Raton
- with a specialization in Sports Administration

Bachelor of Science in International Business Florida Atlantic University

Associate of Arts in Business Administration Broward Community College
- attended on full basketball scholarship

Certified Park and Recreation Executive (CPRE) - NRPA
National Incident Management (FEMA) Certifications for ICS-100, 200, 300, 400, 700, 800
Diversity, Equity and Inclusion in the Workplace Certificate – USF Moma College of Business, 2021
Clemson/NRPA Executive Development Program for Parks & Recreation Professionals, 2007

BOARD / CIVIC INVOLVEMENT / AWARDS

Florida Recreation and Park Association
Board President, 2020-2021
Board President Elect, voted by members 2019-2020
Board Vice President of Finance, voted by members 2017 - 2019
Conference presenter on education topics including Diversity, Equity, Inclusion, Environmental Justice, Community Building and Emergency Preparation/Response for Park Agencies.

Natural Areas Management Advisory Committee member, appointed by Palm Beach County BCC
October, 2017 - present

Leadership Palm Beach County, Class of 2018 – Engage Program Environment Day Co-Chair and
Leadership Forward Civic Engagement Committee member, 2019-present

Palm Beach County Community Remembrance Project coalition member

Employee of the Year Award, PBC Parks and Recreation, 2009
PBC County Administrator's Golden Palm Award, 2008 and 2014
Rising Star Award, PBC Parks and Recreation, 2006

REFERENCES

Available on request



INTEROFFICE MEMORANDUM
Palm Beach County
Environmental Resources Management

DATE: September 15, 2021

TO: Commissioner Dave Kerner, Mayor
and Board of County Commissioners

FROM: Deborah Drum, Director
Environmental Resources Management

DD 9-15-21

SUBJECT: APPOINTMENT TO NATURAL AREAS MANAGEMENT ADVISORY COMMITTEE

Staff requests that the BCC submit nominations for one NAMAC seat. Seat description is as follows:

REAPPOINTMENT: For Seat #5 representing a member of the Palm Beach County Parks and recreation Department staff. A potential candidate, Ms. Jennifer Cirillo (Caucasian female), has expressed interest in continuing in the seat for a second term. A nomination for appointment to Seat #5 is hereby submitted from ERM staff to the BCC for consideration.

The following information is provided:

1. Board Appointment Information Forms
2. Resumes
3. Current Membership
4. Attendance Record
5. Resolution No. R-2013-1328

Please return the nominations, on the attached Palm Beach County Board of County Commissioners Boards/Committees Application, to Mrs. Allison Spall, Senior Environmental Analyst, no later than August 6, 2021. An agenda item will be prepared for the Board appointments at the October 5, 2021 meeting of the BCC.

DD:AS
Attachments

cc: Patrick Rutter

NATURAL AREAS MANAGEMENT ADVISORY COMMITTEE MEMBERS REPORT

August 17, 2021

| Seat ID | Current Member | Role Type | Race Code | Gender | Contact Info | Seat Requirement | Appoint Date | Reappoint Date | Expire Date |
|---------|---------------------|-----------|-----------|--------|---|---|--------------|----------------|-------------|
| Seat 1 | Steve Coughlin | Member | CA | M | South Florida Water Management District 3301 Gun Club Road West Palm Beach, Fl 33406 scoughli@sfwmd.gov 561-682-2603 | Management of Natural Areas | 11/1/2011 | 6/8/2021 | 9/30/2023 |
| Seat 2 | Richard Moyroud | Member | CA | M | Mesozoic Landscapes, Inc 7667 Park Lane Road Lake Worth, Fl 33449 moyroud@prodigy.net 561-967-2630 | Biological Scientist | 11/1/1999 | 6/8/2021 | 9/30/2023 |
| Seat 3 | Jessica Miles | Member | CA | F | Palm Beach State College 3160 PGA Blvd, MS #45 Palm Beach Gardens, Fl 33410 | Professional Educator | 8/17/2021 | | 9/30/2024 |
| Seat 4 | Michelle Thompson | Member | CA | F | City of Greenacres 501 Swain Blvd Greenacres, Fl 33463 MThompson@greenacresfl.gov | Local Municipal Government Parks and Recreation Program | 10/1/2017 | 6/8/2021 | 9/30/2023 |
| Seat 5 | Jennifer Cirillo | Member | CA | F | Palm Beach County Parks and Recreation Department 27090 6 th Ave South Lake Worth, Fl 33461 JCirillo@pbcgov.org | Palm Beach County Parks and Recreation Department Staff | 10/16/2018 | 10/5/2021* | 9/30/2021 |
| Seat 6 | Evelyn Parkes-Brier | Member | HA | F | Parkes & Shaffer, CPA, P.A. 420 Clematis Street West Palm Beach, Fl 33401 parkescpa@msn.com parkes@parkesbutnercpa.com | Citizen | 10/16/2018 | 10/5/2021* | 9/30/2021 |
| Seat 7 | Andrea McMillan | Member | AA | F | 4251 Tazewell Court West Palm Beach, Fl 33409 | Citizen | 8/17/2021 | | 9/30/2024 |

* If approved by BCC at the 10/5/2021 meeting.

NATURAL AREAS MANAGEMENT ADVISORY COMMITTEE

Attendance 2021

| Seat – Name - Representing | 1-15 | 2-19 | 3-19 | 4-16 | 5-21 | 6-18 | 7-16 | 8-20 | 9-17 | 10-15 | 11-19 | 12-17 |
|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|--------------|--------------|
| 1 – Steve Coughlin - Mgr of Natural Area | C | C | C | C | C | C | I | | | | | |
| 2 – Richard Moyroud – Biological Scientist | C | C | C | C | C | C | I | | | | | |
| 3 – Kristi Moyer – Professional Educator Vacant as of 8/17/2018 | - | - | - | - | - | - | - | - | - | - | - | - |
| 4 – Jennifer Cirillo – Mun Govt Public Rec Program | C | C | C | C | C | C | I | | | | | |
| 5 – Michele Thompson – PBC Parks & Rec Dept | C | C | C | C | C | C | I | | | | | |
| 6 – Evelyn Parkes-Brier - Citizen | C | C | C | C | C | C | I | | | | | |
| 7 – Marion Hedgepeth – Citizen Resigned 4/16/2021 | C | C | C | - | - | - | - | - | - | - | - | - |

A = Absent
P = Present
C = Cancelled Meeting
I = Information Gathering Field Trip

ATTACHMENT 4

NATURAL AREAS MANAGEMENT ADVISORY COMMITTEE

Attendance 2020

| Seat – Name - Representing | 1-17 | 2-21 | 3-20 | 4-17 | 5-15 | 6-19 | 7-17 | 8-21 | 9-18 | 10-16 | 11-20 | 12-18 |
|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|--------------|--------------|
| 1 – Steve Coughlin - Mgr of Natural Area | C | C | C | C | C | C | C | C | C | I | P | C |
| 2 – Richard Moyroud – Biological Scientist | C | C | C | C | C | C | C | C | C | I | P | C |
| 3 – Kristi Moyer – Professional Educator Vacant as of 8/17/2018 | - | - | - | - | - | - | - | - | - | - | - | - |
| 4 –Jennifer Cirillo – Mun Govt Public Rec Program | C | C | C | C | C | C | C | C | C | I | P | C |
| 5 – Michele Thompson – PBC Parks & Rec Dept | C | C | C | C | C | C | C | C | C | I | P | C |
| 6 – Evelyn Parkes-Brier - Citizen | C | C | C | C | C | C | C | C | C | I | P | C |
| 7 – Marion Hedgepeth – Citizen | C | C | C | C | C | C | C | C | C | I | A | C |

A = Absent
 P = Present
 C = Cancelled Meeting
 I = Information Gathering Field Trip

RESOLUTION NO. R-2013-1328

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION 2009-0319; PROVIDING FOR ESTABLISHMENT OF THE NATURAL AREAS MANAGEMENT ADVISORY COMMITTEE; PROVIDING FOR MEMBERSHIP; PROVIDING FOR CONDITIONS OF APPOINTMENT; PROVIDING FOR MEETINGS AND ORGANIZATION; PROVIDING FOR DUTIES AND FUNCTIONS; PROVIDING THAT COMMITTEE ACTION IS ADVISORY ONLY; PROVIDING FOR ASSISTANCE TO THE COMMITTEE; PROVIDING FOR RATIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Palm Beach County (the "Board") created the Natural Areas Management Advisory Committee by adoption of Resolution 94-1051, on August 16, 1994, to review and comment on management plans developed by staff for environmentally sensitive lands purchased or leased by the County and to hold public hearings on these plans prior to final adoption by the Board; and

WHEREAS, Resolution 94-1051 was amended by Resolutions 95-1455, 99-1188 and 2003-0713; and

WHEREAS, the aforementioned Resolutions were repealed and replaced by Resolution 2009-0319; and

WHEREAS, and over the course of time and changing directives from the Board, certain portions of the Resolution 2009-0319 have become obsolete, and the Board wishes to repeal the existing Resolution pertaining to the Natural Areas Management Advisory Committee in order to remove the obsolete provisions and to provide term limits for committee members consistent with Board direction in the Uniform Policies and Procedures for Palm Beach County Advisory Boards, Resolution 2013-0193.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

Section 1. Creation. Upon adoption of this Resolution by the Board, there is created and established a committee to be known as the Palm Beach County Natural Areas Management Advisory Committee (the "Advisory Committee" or "Committee").

Section 2. Purpose. The purpose of the Advisory Committee is to review and comment on management plans developed by staff for natural areas and conservation lands managed by the Palm Beach County Department of Environmental Resources Management ("ERM"), with a

specific focus on proposed public uses of these sites, and to make recommendations to staff on possible changes to each plan prior to making a recommendation to the Board on approval of the plan.

Section 3. Membership.

A. The Advisory Committee shall have seven (7) members who shall be appointed at large by the Board according to the provisions set forth herein. The composition of the Committee shall be as follows:

1. One (1) member with experience in the management of natural areas.
2. One (1) biological scientist.
3. One (1) professional educator with knowledge of South Florida ecosystems.
4. One (1) representative of a local municipal government parks and recreation program.
5. One (1) member of the Palm Beach County Parks and Recreation Department staff.
6. Two (2) citizens having an interest in preservation and conservation of natural areas.

B. Appointment of individuals to the Advisory Committee.

1. The Board, acting as a whole, shall appoint seven (7) individuals to fulfill the requirements of subparagraphs A.1-6 of this section.
2. The Board shall make its appointments from a list of nominees submitted by Board members or by ERM, which shall solicit nominees in order to fulfill the requirements of subparagraph A.1-6 of this section.
3. All members of the Advisory Committee except the citizen representatives shall have expertise in biology/ecology, conservation of natural resources, environmental education, environmental land management, or public recreation. Each nominee, except nominees for a citizen advisory position, shall submit to ERM written evidence of his or her expertise in any of the above.

C. All appointments except for a vacancy shall be for a term of three (3) years. Terms shall commence on October 1st of the year appointed and terminate on September 30th three years later. Existing members' terms shall expire on September 30th of the year in which their term expires. A member appointed to fill the remaining term of a vacancy shall serve until the expiration of the unfulfilled term and this service shall not count toward the member's term limits. No member shall be reappointed without approval by the Board at one of its regular meetings.

Section 4. Conditions of Appointment.

A. Beginning on or after March 1, 2013, no person shall be appointed or reappointed to the Advisory Committee for more than three consecutive three year terms.

B. County employees shall not be appointed to the Advisory Committee, except that an employee of the School District of Palm Beach County may be appointed as a representative of the education community, as specified in subparagraph A.3. of Section 3 of this Resolution, and that an employee of the Palm Beach County Department of Parks and Recreation shall serve on the Advisory Committee, as specified in subparagraph A.5 of Section 3 of this Resolution.

C. An Advisory Committee member who is an employee of a local government shall not represent specific interests of the local government on Advisory Committee issues.

D. Resolution 2013-0193, as amended or replaced by other uniform policies and procedures pertaining to all advisory boards established by the Board of County Commissioners, is incorporated in this Resolution by reference.

Section 5. Meetings and Organization.

A. The Advisory Committee shall establish a regular time and place to hold business meetings. Reasonable public notice of all Advisory Committee business meetings, field trips and public hearings shall be provided, and all such business meetings, field trips and public hearings shall be open to the public at all times and shall allow public comment.

B. A quorum must be present for the conduct of Advisory Committee business meetings. A majority of the members appointed shall constitute a quorum. All business meetings shall be governed by Robert's Rules of Order.

C. The Advisory Committee shall adopt any rules of organization and procedures that may be required. The Advisory Committee may elect a chairperson and vice chairperson, may establish subcommittees for specific subjects or tasks, and may invite participation in a subcommittee by nonmembers in order to obtain input from other sectors of the public interested in the management of natural areas and the duties of the Advisory Committee.

Section 6. Duties and Functions. The Advisory Committee shall have the following duties and functions:

A. To review and comment on initial and revised management plans developed by staff for natural areas and conservation lands managed by ERM, in accordance with the requirements of the Palm Beach County Natural Areas Ordinance (No. 94-13), as may be amended from time to time.

B. To hold a public hearing on each management plan, as required, to solicit input from the public.

C. To consider oral and written public comments at hearings and at Advisory Committee business meetings.

D. To make a recommendation to the Board regarding the approval of each management plan reviewed by the Advisory Committee.

E. To review and comment on conceptual site plans prepared by staff as part of grant applications for funding for acquisition and/or management of natural areas.

F. To review and comment on staff-proposed interim changes to management plans.

G. To review the results of ongoing monitoring of natural areas to determine whether management goals are being met.

H. To make recommendations to staff regarding policies related to the management of the natural areas.

I. To periodically review management plans for possible modification.

Section 7. Assistance to the Committee. The Advisory Committee may call upon any department or other agency of the County, regional, state, federal or local governments for information or advice in the performance of its work. Staff from ERM shall provide administrative support to the Advisory Committee. The County Attorney's Office shall act as

legal counsel to the Advisory Committee at all its meetings and shall provide such legal advice and assistance as may be requested by the Advisory Committee.

Section 8. Committee Action Advisory Only. The actions, decisions and recommendations of the Advisory Committee are advisory only and shall not be binding on the Board or County staff.

Section 9. Ratification. Notwithstanding anything contained herein, this Resolution also hereby acknowledges, ratifies, and confirms all actions of the Advisory Committee known as the Natural Areas Management Advisory Committee as was previously approved and organized by the Board of County Commissioners prior to the formal adoption of this Resolution. This Resolution hereby acknowledges, ratifies, and confirms the appointment of each currently-serving member of the Advisory Committee appointed pursuant to Resolution 2009-0319, and each such member shall continue to serve on the Advisory Committee until September 30th of the final year of such member's three (3)-year term established under the previously existing Resolution 2009-0319.

Section 10. Severability. If any section, sentence, clause, phrase, or word of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holdings shall in no way affect the validity of the remaining portions of the Resolution.

Section 11. Repeal of Resolution 2009-0319.

This Resolution expressly repeals and supersedes Palm Beach County Resolution 2009-0319, except to the extent that certain actions taken thereunder are ratified as provided herein.

Section 12. Effective Date. The provisions of this Resolution shall become effective upon approval by the Board of County Commissioners.

The foregoing Resolution was offered by Commissioner Vana, who moved its adoption. The motion was seconded by Commissioner Berger, and upon being put to a vote, the vote was as follows:

| | |
|--|------------|
| Commissioner Steven L. Abrams, Mayor | <u>Aye</u> |
| Commissioner Priscilla A. Taylor, Vice Mayor | <u>Aye</u> |
| Commissioner Hal R. Valeche | <u>Aye</u> |
| Commissioner Paulette Burdick | <u>Aye</u> |
| Commissioner Shelley Vana | <u>Aye</u> |
| Commissioner Mary Lou Berger | <u>Aye</u> |
| Commissioner Jess R. Santamaria | <u>Aye</u> |

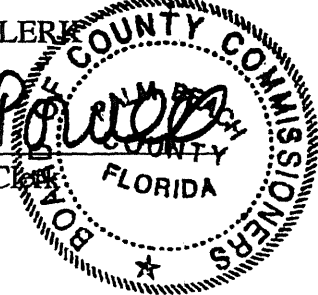
The Mayor thereupon declared the Resolution duly passed and adopted this 1st day of October, 2013.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS

By: [Signature]
County Attorney

SHARON R. BOCK, CLERK
By: [Signature]
Deputy Clerk



STATE OF FLORIDA, COUNTY OF PALM BEACH
I, SHARON R. BOCK, Clerk & Comptroller certify
this to be a true and correct copy of the original
filed in my office on OCT 01 2013
dated at West Palm Beach, FL on 10-2-13
By: [Signature]
Deputy Clerk

