

**ATTACHMENT 1
RESOLUTION**

RESOLUTION NO. 2026-_____

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA; PROVIDING FOR CREATION OF THE AIRPORT COMMUNITY ADVISORY COMMITTEE (ACAC) FOR THE PALM BEACH COUNTY PARK AIRPORT; PROVIDING FOR NATURE OF APPOINTMENTS; PROVIDING FOR DUTIES OF THE COMMITTEE; PROVIDING FOR TERMS OF MEMBERSHIP; PROVIDING FOR NUMBER OF TERM SERVED; PROVIDING FOR FILLING OF VACANCIES; PROVIDING FOR REMOVAL; PROVIDING FOR RULES OF THE COMMITTEE; PROVIDING FOR THE SECRETARY TO THE COMMITTEE; PROVIDING FOR RESIDENCY REQUIREMENTS; PROVIDING FOR COMPLIANCE WITH UNIFORM POLICY FOR ADVISORY BOARDS AND COMMITTEES; PROVIDING FOR COMPLIANCE WITH STATE OF FLORIDA AND PALM BEACH COUNTY CODE OF ETHICS; PROVIDING FOR TRAVEL EXPENSES, REIMBURSEMENT AND APPROVAL AUTHORITY; PROVIDING FOR CONFLICT WITH FEDERAL, STATE, COUNTY LAW OR COUNTY CHARTER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Palm Beach County ("County"), by and through its Department of Airports ("Department"), owns and operates the Palm Beach County Park Airport ("LNA" or "Airport"); and

WHEREAS, the County is subject to a complex set of federal laws, regulations and grant assurances that limit the County's authority to establish mandatory restrictions to limit or restrict access to LNA; and

WHEREAS, the County, in an effort to address community concerns with the noise impacts of aircraft overflights in the vicinity of the Airport, initiated a Noise Compatibility Study (R2019-1687) ("Noise Study") pursuant to 14 CFR Part 150 ("Part 150"); and

WHEREAS, the Department completed an extensive review of aircraft operations and traffic patterns for LNA, developed noise exposure maps in accordance with Part 150 requirements and conducted meetings with representatives of surrounding communities and airport users, which resulted in a collection of recommended measures referred to as the Noise Compatibility Plan ("NCP"), including voluntary noise abatement measures, land use management measures, and program management measures; and

WHEREAS, the Department provided an overview of the findings and recommendations of the NCP at a Board of County Commissioners ("Board") workshop on December 9, 2025; and

WHEREAS, the Department recommended the establishment of a citizens' committee as a part of the NCP, which would be made up of members of the surrounding communities and Airport users, to act in an advisory capacity regarding issues associated with aircraft noise; and

WHEREAS, on April 8, 2025, the Board adopted Resolution No. 2025-0508, establishing uniform policies and procedures for County advisory boards, committees, commissions, task forces and authorities.

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

1. **Recitals.** The foregoing recitals are true and correct and are incorporated herein.
2. **Creation of the Airport Community Advisory Committee (ACAC).** There is hereby established an advisory board to be known as the Airport Community Advisory Committee

("ACAC" or "Committee") for the Palm Beach County Park Airport. The Committee shall be composed of eleven (11) members appointed by the Board, which shall include :

- A. One (1) member recommended by the District 2 County Commissioner (a "District Commissioner");
- B. One (1) member recommended by the District 3 County Commissioner (a "District Commissioner");
- C. One (1) member recommended as a "Countywide/At-Large" member by the Board;
- D. Four (4) members shall be recommended by the Central County Alliance ("Alliance"); and
- E. Four (4) members shall be recommended by the Lantana Airport Advisory Board ("LAAB"), which shall include one (1) representative of the fixed base operator.

3. **Nature of Appointments.** The Committee shall be comprised of members of the community living in the vicinity of the Airport and representatives of the aviation community engaged in flight operations, management and oversight of the Airport facilities, and/or aviation industry interest groups or organizations.

4. **Duties of the Committee.** The Committee shall function as an advisory body to the Department and Board with respect to aircraft noise at LNA. Duties shall include reviewing pilot adherence to voluntary measures implemented through the NCP, reviewing measures recommended for further study by the NCP, and providing general advice to the Department regarding non-mandatory measures to reduce noise impacts associated with aircraft operations at LNA, which would not violate Federal Aviation Administration (FAA) guidelines and grant assurances.

5. **Term of Membership.** The members of the Committee shall serve at the pleasure of the Board. The term of membership for all appointees shall be three (3) years. A majority of the Committee shall elect a Chair and Vice Chair of the Committee who shall serve a term of one (1) year with a maximum of two (2) consecutive one (1) year terms.

6. **Number of Terms Served.** There shall be a limit of three (3) consecutive three (3) year terms. Members who leave the Committee due to term limits are eligible for reappointment to the Committee after a one (1) year period (365 calendar days) off the Committee.

7. **Filling of Vacancies.** Vacancies occurring during a term shall be filled for the unexpired term.

8. **Removal.**

A. **Removal by the Board.** All At-Large members appointed by the Board serve at the pleasure of the Board and may be removed without cause upon majority vote of the Board. All members of the Committee appointed by a District Commissioner serve at the pleasure of their District Commissioner and may be removed without cause by the District Commissioner. All members appointed by the Alliance serve at the pleasure of the Alliance and may be removed without cause by the Alliance. All members appointed by the LAAB serve at the pleasure of the LAAB and may be removed without cause by LAAB.

B. **Removal for Lack of Attendance.** Members of the Committee shall be automatically removed for lack of attendance with the exception of members

appointed by a District Commissioner. In the event of a lack of attendance by a member appointed by a District Commissioner, the Department shall notify the District Commissioner who may elect to retain or remove the member. Lack of attendance is identified as a failure to attend (3) consecutive meetings or failure to attend at least one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the Committee and such removal shall create a vacancy.

9. **Rules of the Committee.** The Committee shall meet at least four (4) times per year (quarterly) and may call additional meetings to the extent necessary to carry out the functions of the Committee. A quorum must be present for the conduct of all meetings; a majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order. All meetings of the Committee shall be open to the public and all Committee activities and meetings shall comply with the Sunshine Law. Reasonable public notice of all Committee meetings shall be provided and minutes of all meetings shall be taken.

10. **Secretary to the Committee.** A Department staff member, designated by the Director of the Department, shall serve as the secretary of the Committee and shall be responsible for all administrative duties related to the conduct of all meetings, including, but not limited to, the coordination of meeting schedules with Committee members, public notice of meetings, preparation of meeting minutes and dissemination of all meeting materials to members prior to each meeting. The Department staff member will also be responsible for ensuring all Committee member information is up-to-date, including reappointments and expiration of terms of membership, as well as for transmitting any information or recommendations to the Board.

11. **Residency Requirement.** All Committee members must be residents of Palm Beach County at the time of the appointment and while serving on the Committee. Exemptions to this requirement are allowed if statute or other rule specifies.

12. **Compliance with Uniform Policy for Advisory Boards and Committees.** This Resolution and the Committee are expressly subject to all uniform policies for advisory boards, committees, commissions, task forces and authorities, as established by the Board pursuant to Resolution 2025-0508, as may be amended. In the event of any conflict between this Resolution or amendments hereto, and the aforesaid Resolution 2025-0508, as may be amended, the latter shall prevail over the former.

13. **State of Florida and Palm Beach County Code of Ethics.** Committee members are to comply with the applicable provisions of the Florida Code of Ethics for Public Officers and Employees, as codified in Section 112.311 through 112.3261, Florida Statutes, and the Palm Beach County Code of Ethics, as codified in Section 2-254 through 2-260 of the Palm Beach County Code.

14. **Travel Expenses, Reimbursement and Approval Authority.** Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill Committee member responsibilities when sufficient funds have been budgeted and are available as set forth in Countywide Policy and Procedures Memorandum (PPM) CW-O-038. No other expenses are reimbursable. Approval authority for pre-authorized Committee member travel is delegated to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009.

15. **Conflict with Federal, State, County Law or County Charter.** Any Federal, State of Florida, Palm Beach County law, or County Charter in conflict with this Resolution shall prevail.

16. **Severability.** If any section, sentence, clause, phrase, or word of this Resolution is held invalid or unconstitutional by a court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

17. **Effective Date.** This Resolution shall become effective upon approval of the Board.

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

COMMISSIONER SARA BAXTER, MAYOR	-
COMMISSIONER MARCI WOODWARD, VICE MAYOR	-
COMMISSIONER MARIA G. MARINO	-
COMMISSIONER GREGG WEISS	-
COMMISSIONER JOEL FLORES	-
COMMISSIONER MARIA SACHS	-
COMMISSIONER BOBBY POWELL JR.	-

Then the Mayor thereupon declared this Resolution duly passed and adopted this _____ day of _____, 20__.

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

**Michael A. Caruso
Clerk of the Circuit Court & Comptroller**

By: _____
Deputy Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

By: Anne Delgado
County Attorney