



## MEMORANDUM

AGENDA ITEM #IV.F

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DATE: FEBRUARY 27, 2017

TO: COUNCIL MEMBERS

FROM: STAFF

SUBJECT: RESOLUTION 17-02 – AMENDING SECTIONS 7.0 AND 16.0 OF THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL’S STATEMENT OF ORGANIZATION TO PROVIDE FOR THE DESIGNATION OF A FIRST VICE-CHAIR AND EXPANSION OF THE EXECUTIVE COMMITTEE WITH THE ADDITION OF A SECOND VICE-CHAIR POSITION

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At the January 23, 2017 Council Meeting, the Council voted to expand the membership of the Executive Committee to allow for greater participation from around the region. Resolution 17-02 expands the membership of the Executive from five to six with the addition of a new position “Second Vice-Chair.”

### Recommendation

Adopt the Resolution.



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## **RESOLUTION NO. 17-02**

**A RESOLUTION OF THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL AMENDING SECTIONS 7.0 AND 16.0 OF THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL'S STATEMENT OF ORGANIZATION IN ORDER TO PROVIDE FOR THE DESIGNATION OF A FIRST VICE-CHAIR AND CREATION OF A SECOND VICE-CHAIR POSITION FOR THE EXECUTIVE COMMITTEE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the South Florida Regional Planning Council ("SFRPC") is a state agency subject to Chapter 286, Florida Statutes; and

**WHEREAS**, on July 1, 1974, the counties of Broward, Dade (n/k/a Miami-Dade County), Martin, Monroe, Palm Beach, and St. Lucie entered into an Interlocal Agreement creating the South Florida Regional Planning Council; and

**WHEREAS**, effective October 1975, the boundaries of the South Florida Regional Planning Council were redrawn by the Secretary of Administration to consist of Dade (n/k/a Miami-Dade), Broward and Monroe counties; and

**WHEREAS**, the SFRPC is further governed by Chapter 186, Florida Statutes, Rules 9-J and 29-J of the Florida Administrative Code, and the SFRPC's Statement of Organization, as amended; and

**WHEREAS**, the SFRPC desires to designate the existing Vice-Chair position as "First Vice-Chair" and create a Second Vice-Chair position to serve on the SFRPC Executive Committee.

**NOW, THEREFORE, BE IT RESOLVED BY THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL THAT:**

**SECTION 1.** The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and incorporated herein by this reference.

**SECTION 2.** The South Florida Regional Planning Council ("SFRPC") hereby amends Section 7.0 of its Statement of Organization to read as follows:

7.0 Officers, Term of Office and Duties

- (1) The regular January meeting shall be the annual meeting of the Council, and shall be for the purpose of electing the new officers and conducting such other business as may come before the members. The Council shall elect from its membership the following officers: Chair, First Vice-Chair, Second Vice-Chair, Treasurer, and Secretary. It is the express intent of this provision that at all times there shall be a balanced representation among the member governments and governor's appointees as members of the Executive Committee so that there is at least one (1) county or municipal representative from each County, such that each County or City government within that County, shall be represented with at least one (1) of its members. Each member so elected shall serve for one (1) year or until reelected or a successor is elected. It is the intent of the Council that Executive Committee Members shall be advance in his/her respective positions each year, so long as such Council Member continues to serve as an appointed member, from Secretary to Treasurer, Treasurer to Second Vice-Chair, Second Vice-Chair to First Vice-Chair, First Vice-Chair to Chair, in that order. Effective in January 2001, and following, no member of the Council shall be permitted to serve on the Executive Committee for a continuous term or a continuous period exceeding not to exceed one (1) year in any one (1) Executive Committee position.
- (2) The newly elected officers shall be declared installed following their election, and shall assume the duties of office.
  - (a) The Chair shall be responsible for overseeing the organization of the work of the Council; for seeing that all policies of the Council are carried out; for signing any contract or other instrument which the Council deems in its interest; and for presiding over all Council meetings. The Chair, or a designated Council Member, shall be an ex-officio member of all committees.
  - (b) The First Vice-Chair shall act in the Chair's absence or inability to act. The First Vice-Chair shall perform such other functions as may be assigned by the Chair or the Council.
  - (c) The Second Vice-Chair shall act in the Chair's and First-Vice Chair's absence or inability to act. The Second Vice-Chair shall perform such other functions as may be assigned by the Chair or the Council.
  - (c) The Treasurer shall be responsible for general oversight of the financial affairs of the Council and such other duties as may be assigned by the Chair or the Council.

- (d) The Secretary shall be responsible for minutes for the meeting, keeping the roll of members, and such other duties as may be assigned by the Chair or the Council.
- (3) (a) There shall be an Executive Committee consisting of the Chair, First Vice-Chair, Second Vice-Chair, Treasurer, Secretary and the most recent Past Chair still in continuous service on the Council. If there is no Past Chair still in continuous service, the Council shall elect a member to serve on the Executive Committee until such time as there is a Past Chair still in continuous service.
- (b) The Executive Committee shall act for and on behalf of the Council and shall take such action as may reasonably be necessary to fulfill the duties, functions and responsibilities of the Council as if a quorum were present. It is the intention of the Council that other members present at a Council meeting where a quorum is not present and where the Executive Committee shall act for and on behalf of the Council, shall be permitted to fully participate in the proceedings and matters then pending before the Council or the Executive Committee.
- (c) Where, in the opinion of the Chair of the Executive Committee, an emergency situation exists, the Executive Committee may convene at the principle office of the Council, and act in response to the emergency situation. For purposes of this section, an "emergency situation" is defined as an event which is, unforeseen, unexpected, or time sensitive, in which there is not sufficient time for the full Council to meet, or is a sudden or unforeseen natural or manmade event that necessitates immediate action for and on behalf of the Council. An emergency situation is not a self-created matter by a member or members of the Council. Any meeting and action taken by the Executive Committee in response to the declared emergency situation shall be ratified by the Council at the next regular meeting.

**SECTION 3.** The South Florida Regional Planning Council ("SFRPC") hereby amends Section 16.0 of its Statement of Organization to read as follows:

#### 16.0 Compensation and Expenses of Members

- (1) Members shall receive no compensation for their services but shall be reimbursed by the Council for traveling expenses incurred while engaged in specific, authorized activities on behalf of the Council. Such reimbursement shall be in accordance with the provisions of Chapter 112.061, Florida Statutes, as amended from time to time.
- (2) Each appointing authority shall be responsible for the expense of its appointed members in attending meetings of the Council held within the boundaries of District Eleven. The Council will be responsible for any other travel within the boundaries of District Eleven and any authorized travel outside of District Eleven.
- (3) The Council shall, from time to time authorize travel expenditures for Council Members at either a regular or special meeting called for that purpose. The Council shall, in consultation with the Executive Director, develop a travel policy which will articulate and

codify the process and procedure for travel of the Council and its professional staff. The designated representative of the Council for the purpose of authorizing travel expenditures for Council Members shall be the Chair, except that for approval for travel expenditures of the Chair, the First Vice-Chair, the Second Vice-Chair, or in their~~his~~ absence the Treasurer or Secretary, shall be the designated representative.

(4) Authorization requests for travel of Council Members need not be accompanied by a signed statement of any other person prior to approval of such request being granted. Council Members do not have supervisors, as that term is used in Section Florida Statute 112.061(3)(a), Florida Statutes, as amended from time to time; therefore, this requirement is inapplicable.

**SECTION 4.** All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 5.** If any clause, section, other part or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

**SECTION 6.** This Resolution shall become effective immediately upon its passage and adoption.

**PASSED AND ADOPTED BY THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.**

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TIM DAUBERT, CHAIR

SSG:DNT:dnt