

**Leon County Board of County Commissioners**

**Advisory Committee  
Request Form**

**Date of Request:** February 8, 2005 (The date of the BCC Meeting)

**Individual Requesting the Formation of a Committee** Tony Park/Leigh Root

**Subject Matter Involved:** Master Planning for the Apalachee Parkway Regional Park

**Type of Committee Being Requested:** *Decision Making* \_\_\_\_\_ *Fact Finding* X

**Decision Making Definition** - Decision making committees are subject to the requirements of the Sunshine Law. They become part of the Board's decision making process. They choose alternatives and direction; narrow or eliminate options for the Board's consideration; make decisions by voting; make recommendations to the Board directly through staff; create by-laws; provide more than fact-finding technical assistance; and are usually facilitated by staff. Committees/Boards which make final binding decisions without returning to the Board based on delegated authority by statute, code, rule, policy or other state, federal, or local law are considered decision making committees and are subject to the requirements of County Policy. Due to voting requirements, and potential conflict of interest, stakeholders are strongly discouraged from appointment to decision making committees.

**Fact Finding/Focus Group Definition** - Focus Groups are not subject to the requirements of the Sunshine Law. They provide a source of community input, information gathering and factual resources. They have no characteristics of a Decision Making Committee; do not need by-laws; provide individual input, data and factual findings to staff as part of staffs' development in its advisement to the Board; and they do not take votes (more brainstorming focus), therefore, appointment of Stakeholders as members does not present a conflict of interest and is encouraged.

Both Decision Making and Fact Finding Committees are subject to Public Records and some Code of Ethics Laws.

**Purpose of the Committee:**

The purpose of the committee will be to provide input to the Leon County staff and consultants with regard to recreational facilities to be constructed on particular parcels of land at the existing Landfill. The committee will be asked to help formulate Master Plan options for Landfill to Park Conversion. These options will be presented to the public in a series of public meetings and ultimately to the Commission for Board approval.

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**Time Duration of the Committee:** From April 2005 To April 2007 or until the committee's purpose is complete (whichever comes first)

**Type of Final Product the Committee will Produce?** Master Plan Options

**What are the Term Limits for Committee Members Serving on this Committee:** 2

**RESOLUTION NO. 05-07**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, TO ESTABLISH A FOCUS GROUP WHICH SHALL BE NAMED THE APALACHEE PARKWAY REGIONAL PARK PLANNING COMMITTEE**

**WHEREAS**, the Board of County Commissioners of Leon County, Florida (the Board) recognizes and acknowledges the importance of public involvement and input in County government; and

**WHEREAS**, citizens have shown a particular interest in the establishment of an Apalachee Regional Park to be located at the Solid Waste Facility on US 27 (the landfill); and

**WHEREAS**, the Board wishes to establish and appoint a citizens' committee to function and operate in accordance with Board Policy No. 03-15, Board Appointed Advisory committees; Establishment, Appointment, Function, Operation, and Dissolution.

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

**Section 1.** The Board hereby establishes a focus group, to be named the Apalachee Parkway Regional Park Planning Committee, for the purpose of providing feedback to county staff and consultants as to the recreational facilities to be constructed on particular parcels of the existing Leon County Solid Waste Facility (Landfill). Furthermore, the committee will be asked to assist with establishing master plan options for the Apalachee Parkway Regional Park.

**Section 2.** The Apalachee Parkway Regional Park Planning Committee shall function and operate as a Focus Group in accordance with Board Policy No. 03-15, Board-Appointed Advisory Committees; Establishment, Appointment, Function, Operation, and Dissolution.

**Section 3.** The Apalachee Parkway Regional Park Planning Committee shall have nine (9) members that represent a variety of interests.

**Section 4.** Each County Commissioner shall appoint one committee member for a total of seven members. The remaining two members shall be appointed as follows: one representative from the Chaires-Capitola Recreation Council selected by a majority of Council members and one representative from the Landfill Citizens' Liaison Committee, as dictated by its enabling resolution, selected from the majority of committee members.

**Section 5.** The members of the Apalachee Parkway Regional Park Planning Committee shall not be subject to full and public disclosure of financial interests.

**Section 6.** The Apalachee Parkway Regional Park Planning Committee shall be assisted by Leon County Public Works staff.

**Section 7.** The Apalachee Parkway Regional Park Planning Committee shall be dissolved only as follows: upon completion of its designated tasks or April 30, 2007, whichever comes first.

**Section 8.** This resolution shall become effective immediately upon its adoption.

**PROPOSED, PRESENTED, AND PASSED** by the Board of County Commissioners of Leon County, Florida, on this 8 day of February, 2005.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Cliff Thaell, Chairman  
Board of County Commissioners

ATTESTED BY:  
BOB INZER, CLERK OF THE COURT

By: \_\_\_\_\_  
CLERK

APPROVED AS TO FORM:  
COUNTY ATTORNEY'S OFFICE  
LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
HERBERT W.A. THIELE  
COUNTY ATTORNEY