

DIVISION 4. ENVIRONMENTAL ADVISORY BOARD

Sec. 2-240. Creation of board.

There is hereby created and established in the city an advisory board to be known as the "environmental advisory board."

(Ord. No. 140-91, § 1, 9-26-91)

Sec. 2-241. Function.

The environmental advisory board shall have the following functions:

- (1) To promote environmental awareness and activities, acting as an educational liaison to the community for environmental matters that are important to the city.
- (2) To review and provide advisory comments for special projects, programs, legislation, and environmental awareness and improvement opportunities as needed for the city commission and other city departments and boards, such as the Art Master Plan, the Green Plan, and the city lighting ordinance.
- (3) To continuously promote and support National Wildlife Federation certifications throughout the city.
- (4) To promote the city's environmental priorities at the annual Butterfly Festival and the annual Free Tree Giveaway.

(Ord. No. 140-91, § 1, 9-26-91; Ord. No. 2019-033 , § 2, 1-23-20)

Sec. 2-242. Membership.

- (a) The environmental advisory board shall consist of five (5) regular members and one (1) alternate. Each member of the city commission shall nominate one (1) member to the environmental advisory board. A majority of the city commission shall approve the nominations. The alternate member of the board shall be nominated by the mayor and approved by a majority of the city commission. The members of the environmental advisory board shall be appointed for a term as fixed by ordinance of the city. Removal of members shall be as provided in the Coconut Creek Code of Ordinances.
- (b) Members shall, to the extent practicable, represent environmental interests, specialties and qualifications in any of the following fields:

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- (1) Architecture, biology, climate change, education, engineering, environmental science, forestry, gardening, geology, horticulture, law, sustainability, urban planning, or waste disposal; or
 - (2) Alternatively, demonstrate strong and sincere commitment to the intent set forth in this section or possession of an outstanding reputation for civic activity and interest, integrity, and responsibility, with preference to applicants who have completed Coconut Creek Citizen's Academy.

(Ord. No. 140-91, § 1, 9-26-91; Ord. No. 158-91, § 1, 1-9-92; Ord. No. 122-96, § 4, 5-9-96; Ord. No. 2019-033 , § 2, 1-23-20)

Sec. 2-243. Officers.

The environmental advisory board, from its membership, shall elect a chairman whose duties shall be to preside over the meetings of the board. The board shall also elect a vice-chairman whose duties will be to serve in the chairman's absence.

(Ord. No. 140-91, § 1, 9-26-91)

Sec. 2-244. Rules and procedures.

The board shall adopt a set of rules to govern its own procedures. "Roberts Rules of Order" shall act as the guide for rules of procedure. Rules may be amended from time to time but only upon notice to all members that the proposed amendments shall be acted upon at a specific meeting. A majority vote of the board shall be required for the approval of the proposed amendments.

(Ord. No. 140-91, § 1, 9-26-91)

Sec. 2-245. Meetings.

The board shall meet on an "as needed" basis as determined by the city manager or the mayor or his/her designee. All meetings of the board shall be open to the public and held in accordance with state law governing public meetings.

(Ord. No. 140-91, § 1, 9-26-91; Ord. No. 118-96, § 1, 4-25-96)

Sec. 2-246. Personnel.

- (a) The director of sustainable development or his/her designee shall serve as liaison to the board and shall also provide adequate staff support.
- (b) The board secretary shall notify members of meeting dates, see that a record of all proceedings are kept and that the recommendations of the board are transmitted to the city commission in a timely manner. Procedurally, the recommendations of the board shall be filed with the sustainable development department and the city manager's office.

(Ord. No. 140-91, § 1, 9-26-91; Ord. No. 122-96, § 4, 5-9-96; Ord. No. 2019-033 , § 2, 1-23-20)

Sec. 2-248. Report upon request of city commission.

Upon the request of the city commission, the environmental advisory board, through the director of sustainable development, shall render a full report through the city manager to the city commission. The report shall be in writing and summarize the activities of the environmental advisory board during the previous year.

(Ord. No. 140-91, § 1, 9-26-91; Ord. No. 122-96, § 4, 5-9-96; Ord. No. 2019-033 , § 2, 1-23-20)