

CENTRAL FLORIDA EXPRESSWAY AUTHORITY BOARD  
RIGHT OF WAY COMMITTEE CHARTER

**TABLE OF CONTENTS**

I.	PURPOSE .....	2
II.	RESPONSIBILITIES .....	2
III.	ORGANIZATION .....	2
IV.	CHAIRMAN SELECTION .....	3
V.	SUPPORT STAFF .....	3
VI.	CONDUCT OF BUSINESS .....	4
VII.	MEETINGS .....	4
VIII.	QUORUM .....	4

# **CENTRAL FLORIDA EXPRESSWAY AUTHORITY BOARD**

## **RIGHT OF WAY COMMITTEE CHARTER**

### **I. PURPOSE**

The Right of Way Committee's primary function is to assist the CFX Board in fulfilling its responsibilities by making recommendations regarding the property acquisition and disposition process.

### **II. RESPONSIBILITIES**

The Right of Way Committee is responsible for evaluating and providing recommendations to the Executive Director, General Counsel and the CFX Board regarding property acquisition negotiations, proposed settlements, review of condemnation proceedings and mediation, and other matters related to acquisition negotiations and settlements.

### **III. ORGANIZATION**

The Right of Way Committee shall be composed of the following voting members:

1. Orange County staff member or citizen representative and a designated substitute to serve in their absence, appointed by the Orange County Commission or in accordance with Orange County's policies providing for appointments to other governmental agencies;
2. City of Orlando staff member or citizen representative and a designated substitute to serve in their absence, appointed by the City of Orlando Commission or in accordance with the City of Orlando's policies providing for appointments to other governmental agencies;
3. Lake County staff member or citizen representative and a designated substitute to serve in their absence, appointed by Lake County Commission or in accordance with Lake County's policies providing for appointments to other governmental agencies;
4. Osceola County staff member or citizen representative and a designated substitute to serve in their absence, appointed by the Osceola County Commission or in accordance with Osceola County's policies providing for appointments to other governmental agencies;
5. Seminole County staff member or citizen representative and a designated substitute to serve in their absence, appointed by the Seminole County Commission or in accordance with Seminole County's policies providing for appointments to other governmental agencies;

6. Brevard County staff member or citizen representative and a designated substitute to serve in their absence, appointed by the Brevard County Commission or in accordance with Brevard County's policies providing for appointments to other governmental agencies; and
7. Up to three (3) citizen representatives appointed by the CFX governing Board after receiving nominations submitted by the gubernatorial Board appointees. The term for such appointments shall be for two years commencing upon appointment which term may be renewed. One nomination per gubernatorial appointee is allowed, but it shall not be mandatory that nominations be made.

Committee member appointments may not be delegated. The Committee members will serve at the pleasure of their respective jurisdictions. County and City appointments may include contract personnel currently providing services to the appointing entity. Notwithstanding the two-year term, the citizen representatives shall serve at the pleasure of the CFX Board.

Committee members should have experience in Florida eminent domain matters or possess sufficient experience in property acquisition and disposition.

#### **IV. CHAIRMAN SELECTION**

The Right of Way Committee will be chaired on an annual, rotating basis beginning September 1, 2017, in the following order:

- a.) Orange County Representative
- b.) City of Orlando Representative
- c.) Seminole County Representative
- d.) One of the Citizen Representatives
- e.) Osceola County Representative
- f.) Lake County Representative
- g.) Brevard County Representative

The Right of Way Committee Chair shall serve as the Board Liaison and may be requested to attend CFX Board meetings.

In the event there is no available representative from the entity assigned to serve the role of Chairman, the next scheduled representative shall serve a one-year term with regular order of succession to resume thereafter.

#### **V. SUPPORT STAFF**

The Central Florida Expressway Authority General Counsel's office and Right of Way Counsel or a designee determined by the Executive Director shall serve as advisors to

the Committee and may retain independent consultants to assist in the conduct of CFX responsibilities, subject to CFX's procurement policy and budget.

## **VI. CONDUCT OF BUSINESS**

The Right of Way Committee shall conduct business in accordance with the Central Florida Expressway Authority Property Acquisition and Disposition Procedures Manual.

## **VII. MEETINGS**

The Right of Way Committee shall meet as required to review negotiations and provide recommendations to General Counsel, acquisition staff and consultants. Meetings may be called by the Executive Director or General Counsel. Public notice shall be provided in accordance with state law.

An agenda will be prepared by the Executive Director and the General Counsel and provided in advance to members, along with appropriate briefing materials.

Committee recommendations shall be submitted to the Board for approval. Final committee meeting minutes shall be submitted to the Board for information.

## **VIII. QUORUM**

If all three gubernatorial Board members make nominations and the Board approves the appointments, the Committee shall consist of nine members and a quorum shall be five members present. If only two appointments are made the Committee shall consist of eight members and a quorum shall be five members present. If only one appointment is made the Committee shall consist of seven members and a quorum shall be four members present. In order for any action or recommendation to pass there must be a majority affirmative vote of the quorum based on the then current composition of the Committee.

Due to scheduling conflicts or illness a Committee Member may appear by telephone and vote on agenda items where a quorum is physically present not to exceed three meetings per calendar year. The participating absent member must be able to hear all participants in the meeting and be heard by all participants. In the event of continued absenteeism, the Right of Way Committee Chairman may recommend that the Board make alternate appointments.