

RESOLUTION 08-40

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, ESTABLISHING THE ALACHUA COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE; ESTABLISHING THE MEMBERSHIP OF THE ADVISORY COMMITTEE; ESTABLISHING THE RESPONSIBILITIES AND DUTIES OF THE ADVISORY COMMITTEE; PROVIDING FOR THE TERM OF THE ADVISORY COMMITTEE; ESTABLISHING PROCEDURES FOR CONDUCT OF MEETINGS AND OPERATION; PROVIDING FOR REPEAL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Alachua County has established the Alachua County Affordable Housing Advisory Committee, hereinafter referred to as the "Advisory Committee," as required pursuant to section 420.9076(2), Florida Statutes; to be known as the "Alachua County Affordable Housing Advisory Committee"; and

WHEREAS, the Act requires that the County appoint the members of the Advisory Committee; and,

WHEREAS, the Act requires that the Advisory Committee make specific recommendations to encourage or facilitate affordable housing while protecting the ability of the property to increase in value that will be the basis for the County to adopt the affordable housing incentive plan within ninety (90) days after the date of the receipt of the affordable housing incentive recommendations from the Advisory Committee; and

WHEREAS, this resolution repeals all prior resolutions in conflict with the terms set out herein and dissolves the Affordable Housing Advisory Committee appointed by Resolution 93-26 and the CDBG Advisory Committee created by Resolution 83-111;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:

Section 1. Advisory Committee Established. The Board of County Commissioners of Alachua County, Florida (Board) hereby establishes the Affordable Housing Advisory Committee (Advisory Committee).

Section 2. Membership and Qualifications. The Advisory Committee shall consist of no more than eleven (11) members plus one alternate voting member. All members shall be appointed by the County for four-year terms. The Advisory Committee's representation shall be as follows:

- A. One citizen who is actively engaged in the residential building industry in connection with affordable housing.
- B. One citizen who is actively engaged in the banking or mortgage industry in connection with affordable housing.
- C. One citizen who is a representative of those areas of labor actively engaged in home building.
- D. One citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- E. One citizen who is actively engaged as a for-profit provider of affordable housing.
- F. One citizen who is actively engaged as a not-for-profit provider of affordable housing.
- G. One citizen who is actively engaged as a real estate professional in connection with affordable housing.
- H. One citizen who actively serves on the local planning agency pursuant to Section 163.3174, F.S.
- I. One citizen who resides within the jurisdiction of the local governing body making the appointments.
- J. One citizen who represents employers within the jurisdiction.
- K. One citizen who represents essential services personnel, as defined in the local housing assistance plan.

Section 3. Responsibilities and Duties. The responsibilities of the Advisory Committee shall be:

A. To elect officers and operate consistent with Section 4.A.-4.H. of this Resolution. The affordable housing advisory committee shall triennially review the established policies and procedures, ordinances, land development regulations and adopted local comprehensive plan of the county and shall recommend specific initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value.

At a minimum, the affordable housing advisory committee shall make recommendations on affordable housing incentives in the following areas:

- (1) Processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects.
- (2) Modifications of fee impact-fee payment.
- (3) Allowance of flexibility in densities for affordable housing.
- (4) Reservation of infrastructure capacity for housing for very-low, low, and moderate income persons.
- (5) Allowance of affordable accessory residential units in residential zoning districts.
- (6) Reduction of parking and setback requirements for affordable housing.
- (7) Allowance of flexible lot configurations, including zero-lot –line configurations.
- (8) Modification of street requirements.
- (9) Establishment of a process by which the County considers, before adoption, policies, procedures, ordinances, regulations, or plan provision that increase the cost of housing.
- (10) Preparation of a printed inventory of locally owned public lands suitable for affordable housing.
- (11) Support of development near transportation hubs, major employment centers, and affordable housing.

B. The affordable housing advisory committee recommendations may also include other affordable housing incentives identified by the affordable housing advisory committee.

C. The Advisory Committee shall make recommendations to the County on items required by subsection A. by December 31, 2008. The affordable housing advisory committee shall make recommendations approved by a majority of its membership at a public hearing. Notice of the time, date and place of the public hearing of the affordable housing advisory committee to adopt final

affordable housing incentive recommendations shall be published in a newspaper of general paid circulation in the county. Such notice shall contain a short and concise summary of the affordable housing incentive recommendations to be considered by the affordable housing advisory committee. The notice shall also state the public place where a copy of the tentative affordable housing advisory committee recommendation can be obtained by interested persons.

D. The Affordable Housing Advisory Committee shall assume the following responsibilities of the Alachua County Community Development Block Grant (CDBG) Program Advisory Committee, effective July 1, 2008:

- (1) Review and approval of policies and standards for the operation of the CDBG program.
- (2) Election of officers pursuant to this Resolution.
- (3) Provision of input through citizen participation to the County on the development of the CDBG application.
- (4) Provision of input through citizen participation to the County on the implementation of CDBG projects.
- (5) Assistance and advice to the County on future policies and directions concerning community development projects.
- (6) Assistance to the County in promoting community awareness through citizen participation for community development projects that are being considered by the County.

Section 4. Operations. The Advisory Committee shall be guided by the by-laws approved by the Advisory Committee and the Alachua County Commission's Rules of Procedure. The by-laws shall include the following provisions and such other provisions as the Advisory Committee may deem appropriate.

A. **Elections.** The Chair shall preside and conduct meetings of the Advisory Committee according to the most recent edition of Alice Sturgis' Standard Code of Parliamentary Procedure. Special meetings may be called by the Chair or by any three (3) members of the Advisory Committee upon forty-eight (48) hours written notice to all members and to the County Manager or his or her designee.

B. **Meetings.** Meetings of the Advisory Committee or any subcommittee thereof, shall be open to the public and the media and shall be conducted in compliance with the Sunshine Law,

Section 286.011, Florida Statutes. The County Manager or his or her designee shall produce minutes of the meetings which shall be submitted to the Advisory Committee for approval.

C. Agenda. The Chair shall be responsible for the meeting agenda. The County Manager or designee shall serve as staff liaison to the Advisory Committee and shall aid in preparing and distributing the agenda prior to the meeting. The County Manager or designee, or any member of the Advisory Committee may place an item on the agenda by notifying the Chair prior to the preparation of the agenda.

D. Subcommittees. Subcommittees comprised of members of the Advisory Committee may be appointed by the Chair.

E. Quorum. A majority of the Advisory Committee membership positions filled shall constitute a quorum. Recommendations and decisions of the Advisory Committee must be made by a majority vote of those present and voting.

F. Attendance.

(1) Any board or Advisory Committee member whose attendance is less than 50% during a six month period will automatically be removed from the Board or committee.

(2) Staff liaisons shall report attendance monthly to the Advisory Committee and Advisory Committee Coordinator. The Coordinator will prepare a monthly report to the Commission of the attendance violations. The Coordinator will prepare a letter notifying attendance policy violators of their dismissal and will submit the letters to the Commission Chair for signature.

G. Compensation. Members of the Advisory Committee shall receive no compensation for the performance of their duties and responsibilities.


H. Reports. The Advisory Committee shall submit all reports and communications directly to the County Commission Chair with a copy to the County Manager or designee. Any Advisory Committee reports required by the Alachua County Commission's Rules of Procedure shall be submitted in accordance with said Rules.

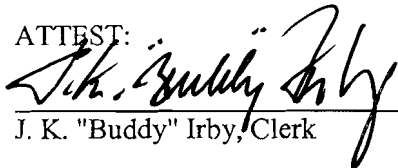
Section 5. Repeal. Resolution 83-111, creating the Community Development Block Grant Advisory Committee and Resolution 93-26, creating the Affordable Housing Advisory Committee are hereby repealed.

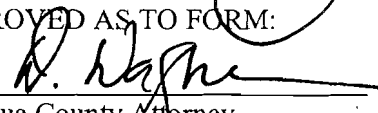
Section 6. Effective Date. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this 14 day of May, A.D., 2008.

BOARD OF COUNTY COMMISSIONERS OF
ALACHUA COUNTY, FLORIDA

By: 
Rodney J. Long, Chair

ATTEST:

J. K. "Buddy" Irby, Clerk

APPROVED AS TO FORM:

Alachua County Attorney

(SEAL)