

**RESOLUTION
NO. 44-15**

**A RESOLUTION
TO BE ENTITLED:**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA ESTABLISHING THE AFFORDABLE HOUSING ADVISORY COMMITTEE AS AUTHORIZED BY THE STATE HOUSING INITIATIVES PARTNERSHIP ACT; APPOINTING MEMBERS OF THE AFFORDABLE HOUSING ADVISORY COMMITTEE; PROVIDING FOR COMMITTEE RULES, PROCEDURES AND OTHER PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Pensacola (“City”) and Escambia County (“County”) have entered into the Escambia/Pensacola Interlocal Agreement State Housing Initiative Partnership (SHIP) Program to cooperatively implement local affordable housing assistance activities as authorized by the State Housing Initiatives Partnership Act (“Act”);

WHEREAS, the Act requires City and County to jointly establish an Affordable Housing Advisory Committee (AHAC) of citizens who represent the membership composition required by the Act;

WHEREAS, on August 20, 2015 the Board of County Commissioners of Escambia County, Florida approved seventeen (17) AHAC members for joint appointment, along with certain committee rules, procedures and other provisions, for consideration by the City as being in the best interest of public;

WHEREAS, the City Council has considered the proposed membership, along with the committee rules, procedures and other provisions, and desires to jointly appoint such AHAC members and approve said rules, procedures and other provisions, for continued cooperative participation in the SHIP Program in the best interest of the public;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA THAT:

SECTION 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by reference.

SECTION 2. Establishment. The Affordable Housing Advisory Committee (AHAC) is hereby reaffirmed and reestablished for the purpose of recommending initiatives and incentives to encourage or facilitate affordable housing in the City of Pensacola and Escambia County in accordance with the provisions of §§420.907-9079, Florida Statutes.

SECTION 3. Composition. Pursuant to §420.9076, Florida Statutes, the following members who are currently actively engaged in the required representation areas shall be appointed to serve on the Affordable Housing Advisory Committee:

Representation:	Appointee:
1. Residential home building industry in connection with affordable housing;	<u>Dwain Edgar</u> <u>Patrick Kozma</u>
2. Banking or mortgage industry in connection with affordable housing;	<u>Wayne Briske</u> <u>George Ed Brown, Jr.</u>
3. Labor in home building in connection with affordable housing;	<u>Constance Parker</u>
4. Advocacy for low income persons in connection with affordable housing;	<u>Abe Singh</u>
5. For-profit provider of affordable housing;	<u>Edward R. Bryant, III</u>
6. Not-for-profit provider(s) of affordable housing;	<u>Timothy Evans</u> <u>Robert E. Strickland</u>
7. Real estate professional in connection with affordable housing;	<u>Annie T. Walker</u>
8. Escambia County Planning Board member;	<u>Bob Cordes</u>
City of Pensacola Planning Board member;	<u>Paul D. Ritz</u>
9. Citizen who resides in Escambia County;	<u>Deborah Moore</u>
Citizen who resides in the City of Pensacola;	<u>Sue Saffran</u>
10. Citizen who represents employers; and	<u>Eric Flora</u>
11. Citizen(s) who represents essential services personnel as defined in the SHIP Local Housing Assistance Plan (LHAP)	<u>Maryann Andrews</u> <u>Charles Trinchitella</u>

SECTION 4. Terms of Office. The term of office of the appointed members shall be for a three year period, with the initial term beginning October 1, 2015, and ending September 30, 2018.

SECTION 5. Officers.

- A. Chairman. The AHAC shall elect a chairman to preside at all meetings. The Chairman shall be elected in October of each year and shall serve until the first meeting in October of the following year. There shall be no term limits for a member to serve as Chairman.
- B. Vice-Chairman. The AHAC shall elect a Vice-Chairman to preside and act on behalf of the Chairman during his or her absence. The term of office and method of election for the Vice-Chairman shall be the same as for the Chairman.
- C. Termination of an AHAC Member. Should any member of the AHAC cease to be an elector of the County or cease to occupy the office or position of responsibility set forth in his or her appointment, he or she shall cease to be a member of AHAC and shall be replaced by the appointing authority. Members of the AHAC may be removed by the City Council and Board of County Commissioners on the recommendation of the appointing authority. Additionally, the AHAC shall recommend to the City Council and Board of County Commissioners the removal of a member who accrues two (2) unexcused absences during the calendar year. Absences may be excused by a majority vote of the members present at any meeting. The AHAC shall recommend to the Board of County Commissioners the removal of an AHAC member who accrues three (3) or more absences from regular meeting during the calendar year.

SECTION 6. Regular Meetings. The AHAC shall establish a schedule of regular meetings, which shall be held at least quarterly. A schedule of each year's regular meeting shall be distributed to all AHAC members in October of the preceding calendar year.

SECTION 7. Quorum and Voting. A majority of the appointed members or nine (9) AHAC members shall constitute a quorum for the purpose of conducting business. Each member shall exercise one (1) vote for all matters subject to a vote of the AHAC. All matters shall be decided by a majority vote of members present. No member shall abstain from voting unless the member has a conflict of interest.

SECTION 8. Special Meetings. The Chairman may call a special meeting of the AHAC on his or her own initiative and shall call a special meeting on the request of any three (3) members.

SECTION 9. Location of Meetings. The AHAC meetings shall be held in a County or City facility of sufficient size to accommodate those present and at such other locations as the AHAC may determine from time to time.

SECTION 10. Rules of Procedure. The AHAC shall conduct its meetings in accordance with the current edition of *Robert's Rules of Order*, except to the extent that any provision thereof is inconsistent with this Resolution.

SECTION 11. Sunshine Law. The AHAC shall be subject to and each member shall be responsible for compliance with the Florida Sunshine Law and the Florida Public Records Act.

SECTION 12. Agenda. The Neighborhood Enterprise Division of the County or the City of Pensacola Housing Office shall, after consultation with the Chairman, prepare an agenda for all meetings. Any AHAC member may request that a matter be placed on the agenda. The agenda and related materials shall be distributed at least one (1) day prior to the meeting date.

SECTION 13. Minutes. Minutes shall be kept at each AHAC meeting. A written summary of the minutes of each meeting shall be prepared from a recording made at each meeting. The written summary of each meeting shall be submitted for approval of the members at the next regular meeting. Each written summary shall reflect the persons in attendance, items discussed, each action taken at the meeting, and the vote of the members on each item presented at the meeting.

SECTION 14. Notice of Public Meeting. Notice of regular or special meetings of the AHAC and the time and location of each meeting shall be published to the public.

SECTION 15. Working Groups. The AHAC may appoint working groups for purposes and durations as it deems appropriate.

SECTION 16. Staff Liaison. The City of Pensacola Housing Office Housing Administrator shall serve as the City of Pensacola staff liaison for the AHAC. The staff liaison shall provide support as necessary to carry out the purposes and objective of the AHAC. The staff liaison shall identify issues and alternatives that may relate to the AHAC's policies, goals, or programs and bring such matters before the AHAC for consideration.

SECTION 17. Effective Date. This Resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: September 17, 2015

Approved: 
Council President

Attest:


Ericka L. Burnett, City Clerk

(SEAL)