

**Revised Agenda Outline  
and  
Additional Agenda Item for  
Meeting of Tuesday, February 7, 2017**

**Consent**

**Added:**

21. Approval of Waivers Pursuant to Fla. Stat. §112.313(12) to Allow Certain Stakeholders to Serve on Tallahassee-Leon County Affordable Housing Workgroup

**This document distributed February 6, 2017**

**Board of County Commissioners**  
**Leon County, Florida**  
**Agenda**

**Regular Public Meeting**  
**Tuesday, February 7, 2017, 3:00 p.m.**

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**Revised February 6, 2017**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation by Pastor Milton Harrington from Lake Talquin Baptist Church

Pledge of Allegiance by Commissioner Jimbo Jackson

**AWARDS AND PRESENTATIONS**

- Proclamation Recognizing Engineers Week, February 19-25, 2017  
(Chairman Dailey)
- Proclamation Recognizing the Woodville Jaguars as the Pop Warner Southeast Regional Champions  
(Commissioner Proctor)

**CONSENT**

1. Approval of Minutes: December 12, 2016 Strategic Planning Retreat and December 13, 2016 Hurricane Hermine After Action Report Workshop  
(Clerk of the Court/ Finance/ Board Secretary)
2. Approval of Payment of Bills and Vouchers Submitted for February 7, 2017 and Pre-Approval of Payment of Bills and Vouchers for the Period of February 8 through March 6, 2017  
(County Administrator/ Office of Financial Stewardship/ Office of Management & Budget)
3. Request to Schedule the First and Only Public Hearing to Consider an Ordinance Amending Chapter 5, Chapter 6, Chapter 10, and Chapter 14 to Streamline the Nuisance Abatement Process, Reorganize and Rename Chapter 14, and Make Consistent with Florida Law for March 7, 2017 at 6:00 p.m.  
(County Attorney)
4. Acceptance of the 2016 Concurrency Management Annual Report  
(County Administrator/ Development Support & Environmental Management/ Development Services)
5. Adoption of Proposed New Policy, "Public Notification of Road Closing and Road Closure Request Procedure"  
(County Administrator/ Public Works/ Engineering Services)
6. Approval of an Off System Project Maintenance Agreement with Florida Department of Transportation for the Pedestrian Crosswalk on Lafayette Street  
(County Administrator/ Public Works/ Engineering Services)
7. Authorization for the Division of Emergency Medical Services to Participate in the Cardiac Arrest Registry to Enhance Survival Program  
(County Administrator/ Office of Public Safety/ Emergency Medical Services)

8. Adoption of Proposed Revised Policy No. 05-2, "Leon County Ride-Share Program"  
(County Administrator/ Office of Public Safety)
9. Authorize the Submittal of a Corporation for National and Community Service Grant Application to Enhance Leon County's 9/11 Day of Remembrance and Service and Activities  
(County Administrator/ Human Services & Community Partnerships/ Volunteer Services)
10. Approval of the Enabling Resolution Establishing the Tallahassee-Leon County Minority, Women, and Small Business Enterprise Citizen Advisory Committee; Approval of Revisions to County Purchasing Policy No. 96-1; and Approval of Committee By-laws  
(County Administrator/ Office of Economic Vitality/ Minority, Women & Small Business Enterprise)

**ADD ON: Included as part of Consent**

21. Approval of Waivers Pursuant to Fla. Stat. §112.313(12) to Allow Certain Stakeholders to Serve on Tallahassee-Leon County Affordable Housing Workgroup  
(County Attorney)

Status Reports: *(These items are included under Consent.)*

11. Acceptance of the 2015-2016 Contractors' Licensing and Examination Board Annual Report  
(County Administrator/ Development Support & Environmental Management/ Permit & Code Services)
12. Acceptance of the 2016 Science Advisory Committee Annual Report  
(County Administrator/ Development Support & Environmental Management/ Environmental Services)

**CONSENT ITEMS PULLED FOR DISCUSSION**

**CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS**

3-minute limit per speaker; there will not be any discussion by the Commission

**GENERAL BUSINESS**

13. Approval of Agreement Awarding Bid to North Florida Asphalt, Inc. in the Amount of \$319,328 for Construction of Apalachee Regional Park Access Road  
(County Administrator/ Public Works/ Engineering Services)
14. Adoption of Proposed New Policy, "Street Lighting Eligibility Criteria and Implementation" and Consideration of Proposed Street Lighting Ordinance  
(County Administrator/ Public Works/ Engineering Services)
15. Authorization to Negotiate an Agreement for Federal Lobbying Services with Squire Patton Boggs  
(County Administrator/ County Administration)
16. Consideration by Leon County Energy Improvement District of a Resolution Joining the Florida Resiliency and Energy District (FRED) PACE Program, and Approving the Limited Purpose Party Membership Agreement Between the Leon County Energy Improvement District and FRED  
(County Attorney)

17. Approve the Selection Committee's Ranking for Planning Consultant Services for Alternative Mobility Funding Systems Study (RFP 0005-17-CC-BC)  
(County Administrator/ PLACE/ Planning)
18. Consideration of a Full Board Appointment to the Value Adjustment Board  
(County Administrator/ County Administration)

**SCHEDULED PUBLIC HEARINGS, 6:00 P.M.**

19. First and Only Public Hearing to Consider a Proposed Ordinance Amending the Leon County Code of Laws Regarding the Housing Finance Authority and Consider Adoption of a Resolution Establishing the Administrative Practices of the Housing Finance Authority  
(County Administrator/ Human Services & Community Partnerships/ Housing Services)
20. First and Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Office Residential (OR-2) Zoning District to the Commercial Parkway (CP) Zoning District  
(County Administrator/ PLACE/ Planning Dept.)

**CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS**

3-minute limit per speaker; Commission may discuss issues that are brought forth by speakers.

**COMMENTS/DISCUSSION ITEMS**

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

**RECEIPT AND FILE**

- none

**ADJOURN**

*The next Regular Board of County Commissioner's Meeting is scheduled for  
**Tuesday, March 7, 2017 at 3:00 p.m.***

**All lobbyists appearing before the Board must pay a \$25 annual registration fee. For registration forms and/or additional information, please see the Board Secretary or visit the County website at [www.leoncountyfl.gov](http://www.leoncountyfl.gov)**

**2017**  
**Leon County Board of County Commissioners**  
**Meeting Schedule**

**JANUARY**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**FEBRUARY**

S	M	T	W	T	F	S
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**MARCH**

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**APRIL**

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**MAY**

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**JUNE**

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**JULY**

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30	31					

**AUGUST**

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**SEPTEMBER**

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**OCTOBER**

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**NOVEMBER**

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**DECEMBER**

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**PUBLIC NOTICE**  
**Leon County Board of County Commissioners**  
**2017 Tentative Schedule**

**All Workshops, Meetings, and Public Hearings are subject to change**

All sessions are held in the Commission Chambers, 5<sup>th</sup> Floor, Leon County Courthouse unless otherwise indicated. Workshops are scheduled as needed on Tuesdays preceding the Commission meeting.

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
<b>January 2017</b>	<b>Monday 2</b>	<b>Offices Closed</b>	<b>NEW YEAR'S DAY Observed</b>
	<b>Tuesday 10</b>	<b>No Meeting</b>	<b>BOARD RECESS</b>
	<b>Monday 16</b>	<b>Offices Closed</b>	<b>MARTIN LUTHER KING, JR. DAY</b>
	Tuesday 17	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Thursday 19	5:30 – 8 p.m.	Leon County Legislative Delegation Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Tuesday 24	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	First & Only Public Hearing to Consider an Ordinance Amending Chapter 10 of the Leon County Code of Laws to Correct Scrivener's Errors and Inadvertent Inconsistencies
	Thursday 26	9:30 a.m.	Community Redevelopment Agency City Commission Chambers
<b>February 2017</b>	<del>Tuesday 31</del> Wednesday 1	9:00 a.m.	Community Legislative Dialogue Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	<i>Wednesday 1 &amp; Thursday 2</i>	<i>FAC New Commissioner Workshop</i>	<i>Seminar for Newly Elected Commissioners Alachua County; Gainesville, FL</i>
	<i>Thursday 2 &amp; Friday 3</i>	<i>FAC Advanced County Commissioner Program</i>	<i>Seminar 2 of 3 Alachua County; Gainesville, FL</i>
	Tuesday 7	12:00 – 1:30 p.m.	Workshop on the Impact of the Passage of the Medical Marijuana Amendment
		1:30 – 3:00 p.m.	Workshop on the Tourism & Cultural Grant Funding Efforts
		3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	First and Only Public Hearing to Consider Proposed Ordinance Amending Chapter 2, Article III, Division 3 of the Leon County Code of Laws Regarding the Housing Finance Authority
		6:00 p.m.	First & Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending Official Zoning Map to change Zoning Classification from Office Residential (OR-2) Zoning District to Commercial Pkwy (CP) Zoning District

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
<b>February 2017 (cont.)</b>	<del>Tuesday 21</del>	<del>4:00 p.m. Cancelled</del>	<del>Capital Region Transportation Planning Agency City Commission Chambers</del>
	Tuesday 21	3:00 – 6:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
	<i>Saturday 25 – Wed., March 1</i>	<i>NACO Legislative Conference</i>	<i>Washington, DC</i>
<b>March 2017</b>	Tuesday 7	1:30 p.m.	Joint City/County Workshop on Cycle 2017 Comprehensive Plan Amendments
		3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	<u>tentative</u>	<u>6:00 p.m.</u>	<u>First &amp; only Public Hearing to consider an Ordinance amending Chapter 5, 6, 10, and 14 to streamline the Nuisance Abatement Process, reorganize &amp; rename Chapter 14, and make consistent with Florida Law</u>
	Tuesday 21	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Thursday 23	9:30 a.m.	Community Redevelopment Agency City Commission Chambers
	Tuesday 28	9:00 a.m.	Community Legislative Dialogue Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
<b>April 2017</b>	Tuesday 4	1:30 - 3:00 p.m.	Workshop on Establishing the Citizens Charter Review Committee
		3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	Joint City/County Transmittal Hearing on Cycle 2017 Comprehensive Plan Amendments
	<i>Wednesday 5</i>	<i>FAC Legislative Day</i>	<i>FSU Turnbull Conference Center Tallahassee, FL</i>
	Tuesday 18	9:00 a.m. – 11:00 a.m.	Capital Region Transportation Planning Agency Workshop / Retreat; TBD
	Tuesday 25	9:00 a.m. – 3:00 p.m.	Budget Policy Workshop
		3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	<i>Thursday 27 &amp; Friday 28</i>	<i>FAC Advanced County Commissioner Program</i>	<i>Seminar 3 of 3: Alachua County; Gainesville, FL</i>
<b>May 2017</b>	Tuesday 9	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	First & Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending Official Zoning Map to change Zoning Classification from Office Residential (OR-2) Zoning District to Commercial Pkwy (CP) Zoning District

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
<b>May 2017</b> (cont.)	Tuesday 16	9:00 a.m.	Community Legislative Dialogue Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 23	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	Joint City/County Adoption Hearing on Cycle 2017 Comprehensive Plan Amendments
	Thursday 25	9:30 a.m.	Community Redevelopment Agency City Commission Chambers
	<b>Monday 29</b>	<b>Offices Closed</b>	<b>MEMORIAL DAY</b>
<b>June 2017</b>	Tuesday 13	9:00 a.m. – 3:00 p.m.	Budget Workshop
		3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Tuesday 20	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
		3:00 – 6:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
	<b>Tuesday 27</b>	<b>No Meeting</b>	<b>NO MEETING</b>
	<i>Tuesday 27 - Friday 30</i>	<i>FAC Annual Conference &amp; Educational Exposition</i>	<i>Palm Beach County West Palm Beach, FL</i>
<b>July 2017</b>	<b>Tuesday 4</b>	<b>Offices Closed</b>	<b>JULY 4<sup>TH</sup> HOLIDAY OBSERVED</b>
	Tuesday 11	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Thursday 13	9:30 a.m.	Community Redevelopment Agency City Commission Chambers
	<i>Friday 21 - Tuesday 24</i>	<i>NACo Annual Conference</i>	<i>Franklin County Columbus, OH</i>
	<b>Tuesday 25</b>	<b>No Meeting</b>	<b>BOARD RECESS</b>
	<i>Wednesday 26 – Saturday 29</i>	<i>National Urban League Annual Conference</i>	<i>St. Louis, MO</i>
<b>August 2017</b>	<b>Tuesday 8</b>	<b>No Meeting</b>	<b>BOARD RECESS</b>
	<i>Thursday 10 - Sunday 13</i>	<i>Chamber of Commerce Annual Conference</i>	<i>Amelia Island, FL</i>
	<b>Tuesday 22</b>	<b>No Meeting</b>	<b>BOARD RECESS</b>
<b>September 2017</b>	<b>Monday 4</b>	<b>Offices Closed</b>	<b>LABOR DAY HOLIDAY</b>



<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
<b>September 2017 (cont.)</b>	Tuesday 12	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 17/18*
	<i>Wednesday 13- Thursday 14</i>	<i>FAC Policy Committee Conference and County Commissioner Workshops</i>	<i>Central Florida - TBD</i>
	Tuesday 19	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
		5:00 – 9:00 p.m.	Blueprint Intergovernmental Agency Meeting & Public Hearing, City Commission Chambers
	<i>TBD (typically mid- September)</i>	<i>Congressional Black Caucus Annual Legislative Conference</i>	<i>Washington, D.C.</i>
	Tuesday 26	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	Public Hearing on Adoption of Millage Rates and Budgets for FY 17/18*
	Thursday 28	4:00 p.m.	Community Redevelopment Agency Meeting & Public Hearing at 6 p.m., City Commission Chambers
<i>* These public hearing dates may change because of the School Board's scheduling of its budget adoption public hearings.</i>			
<b>October 2017</b>			
	Tuesday 10	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Tuesday 17	9:00 a.m. - 11:00 a.m.	Capital Region Transportation Planning Agency Retreat / Workshop; TBD
	<i>Sunday 22 - Wednesday 25</i>	<i>ICMA Annual Conference</i>	<i>Bexar County San Antonio, Texas</i>
	Tuesday 24	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
<b>November 2017</b>			
	Thursday 9	9:30 a.m.	Community Redevelopment Agency City Commission Chambers
	<b>Friday 10</b>	<b>Offices Closed</b>	<b>VETERAN'S DAY OBSERVED</b>
	Tuesday 14	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	<i>Wednesday 15 – Friday 17</i>	<i>FAC Legislative Conference</i>	<i>Sarasota County Sarasota, FL</i>
	Tuesday 21	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	<b>Thursday 23</b>	<b>Offices Closed</b>	<b>THANKSGIVING DAY</b>
	<b>Friday 24</b>	<b>Offices Closed</b>	<b>FRIDAY AFTER THANKSGIVING DAY</b>

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
<b>November 2017</b>	Tuesday 28	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
<b>December 2017</b>	Tuesday 5	3:00 – 6:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
	Monday 11	9:00 a.m. – 4:00 p.m.	Board Retreat TBD
	Tuesday 12	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Tuesday 19	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	<b>Monday 25</b>	<b>Offices Closed</b>	<b>CHRISTMAS DAY OBSERVED</b>
	<b>Tuesday 26</b>	<b>No Meeting</b>	<b>BOARD RECESS</b>
<b>January 2018</b>	<b>Monday 1</b>	<b>Offices Closed</b>	
	<b>Tuesday 9</b>	<b>No Meeting</b>	<b>Board Recess</b>
	Tuesday 23	3:00 p.m.	Regular Meeting

## **Citizen Committees, Boards, and Authorities** **2017 Expirations and Vacancies**

[www.leoncountyfl.gov/committees/list.asp](http://www.leoncountyfl.gov/committees/list.asp)

### **VACANCIES**

#### **CareerSource Capital Region**

Board of County Commissioners (1 appointment)

(Representative of the private sector, who shall be owners of business concerns, executives, or chief operating officers of non-governmental employers, or other private sector executives who have substantial management or policy responsibility)

**Minority, Women & Small Business Enterprise Committee** (4 appointments)

#### **Water Resources Committee**

Commissioner - District I: Proctor, Bill (1 appointment)

### **UPCOMING EXPIRATIONS**

#### **FEBRUARY 28, 2017**

#### **Value Adjustment Board**

Board of County Commissioners (1 appointment)

#### **MARCH 31, 2017**

#### **Contractors Licensing and Examination Board**

Commissioner - At-large II: Maddox, Nick (1 appointment)  
Commissioner - District IV: Desloge, Bryan (1 appointment)  
Commissioner - District V: Dozier, Kristin (1 appointment)

#### **Science Advisory Committee**

Commissioner - District I: Proctor, Bill (1 appointment)  
Commissioner - District II: Jackson, Jimbo (1 appointment)  
Commissioner - District V: Dozier, Kristin (1 appointment)

#### **APRIL 30, 2017**

#### **Tallahassee Sports Council**

Board of County Commissioners (2 appointments)

#### **MAY 31, 2017**

#### **Minority, Women & Small Business Enterprise Citizens Advisory Committee**

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)

#### **JUNE 30, 2017**

#### **Board of Adjustment and Appeals**

Board of County Commissioners (2 appointments)

#### **CareerSource Capital Region**

Board of County Commissioners (2 appointments)

**Planning Commission**

Board of County Commissioners (1 appointment)

**JULY 31, 2017**

**Strategic Team for Amphitheater Grand Entertainment (STAGE)**

Board of County Commissioners (5 appointments)

**Water Resources Committee**

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District V: Dozier, Kristin (1 appointment)

**AUGUST 31, 2017**

**Code Enforcement Board**

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District II: Jackson, Jimbo (1 appointment)

**SEPTEMBER 30, 2017**

**Animal Shelter Advisory Board**

Board of County Commissioners (3 appointments)

**Community Development Block Grant Citizen's Task Force**

Board of County Commissioners (2 appointments)

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District I: Proctor, Bill (1 appointment)

Commissioner - District III: Dailey, John (1 appointment)

**Community Health Coordinating Committee**

Board of County Commissioners (9 appointments)

**Council on Culture & Arts**

Board of County Commissioners (2 appointments)

**Development Support & Environmental Management Citizens User Group**

Commissioner - District II: Jackson, Jimbo (1 appointment)

Commissioner - District V: Dozier, Kristin (1 appointment)

**Housing Finance Authority of Leon County**

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District I: Proctor, Bill (1 appointment)

Commissioner - District III: Dailey, John (1 appointment)

**Tallahassee-Leon County Commission on the Status of Women & Girls**

Board of County Commissioners (3 appointments)

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District II: Jackson, Jimbo (1 appointment)

Commissioner - District IV: Desloge, Bryan (1 appointment)

# **Additional Agenda Item for Meeting of Tuesday, February 7, 2017**

## **Consent**

### **Added:**

21. Approval of Waivers Pursuant to Fla. Stat. §112.313(12) to Allow Certain Stakeholders to Serve on Tallahassee-Leon County Affordable Housing Workgroup

**This document distributed February 6, 2017**

**Leon County  
Board of County Commissioners**


**Notes for Agenda Item #21**

# Leon County Board of County Commissioners

## Cover Sheet for Agenda #21

February 7, 2017

**To:** Honorable Chairman and Members of the Board

**From:** Herbert W.A. Thiele, County Attorney 

**Title:** Approval of Waivers Pursuant to Fla. Stat. §112.313(12) to Allow Certain Stakeholders to Serve on Tallahassee-Leon County Affordable Housing Workgroup

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<b>County Attorney Review and Approval:</b>	Herbert W.A. Thiele, County Attorney
<b>Department/ Division Review:</b>	N/A
<b>Lead Staff/ Project Team:</b>	Dan Rigo, Assistant County Attorney

**Fiscal Impact:**

This item has no fiscal impact to the County.

**Staff Recommendation:**

Option #1: Approve collectively, by at least a two-thirds vote, the waivers to allow certain individuals to serve on the Tallahassee-Leon County Affordable Housing Workgroup as shown in their corresponding disclosure forms (Attachments #1-8).

## **Report and Discussion**

### **Background:**

This item requests the Board's waiver, pursuant to Section 112.313(12), Florida Statutes, of the conflicting business relationships of certain stakeholder members appointed to the Tallahassee-Leon County Affordable Housing Workgroup as shown in their corresponding disclosure forms (Attachments #1-8).

On October 27, 2016 the County and City Commissions held a joint affordable housing workshop and approved the creation of the Tallahassee-Leon County Affordable Housing Workgroup ("Workgroup"), and tasked them to develop a plan for the redevelopment of a multi-family housing unit with a report to be provided to the Commission within 150 days. The Workgroup was established to comprise local stakeholders including representatives from various non-profit affordable housing providers, affordable housing consumers, affordable housing developers, and local government. At its regular meeting on November 22, 2016, the Board ratified the action taken at the joint workshop and adopted Resolution No. 16-37 to establish the Workgroup and set forth its membership, goals, and duties (Attachment #9).

In addition to staff representatives from County Housing, City Housing, and Leon County Schools, and an affordable housing consumer and an affordable housing developer appointed by each of the County and City Commissions, the Workgroup membership is composed of representatives from the following organizations:

- Leon County Housing Finance Authority
- Tallahassee Housing Authority
- Beatitude Foundation
- Tallahassee Lenders' Consortium
- Big Bend Continuum of Care
- Big Bend Homeless Coalition
- Ability 1<sup>st</sup>
- Bethel Community Development Corporation
- Habitat for Humanity of the Big Bend
- Tallahassee Urban League

The first meeting of the Workgroup was held on January 31, 2017, at which time the individual representatives of each of the stakeholder entities were first identified. Upon determining whether a member's relationship with their respective stakeholder entity, or with any other associated business entity, resulted in one of the statutory conflicts explained below, they were requested to provide a disclosure form for presentment to the County and/or City Commissions.

### **Analysis:**

Conflicts of interest among the Workgroup members may exist due to a member having or holding an employment or a conflicting contractual relationship with a business entity doing business with the County and/or City. This type of potential conflict is addressed in Section 112.313, Florida Statutes, entitled Standards of Conduct for Public Officers ("Code of Ethics"). The Code of Ethics also provides several exemptions under which a person is deemed not to



have a conflict in violation of the Code of Ethics and a provision under which these conflicts can be waived by the County and City Commissions.

To protect against this type of potential conflict, the Code of Ethics prohibits a Workgroup member from having or holding any employment or contractual relationship with a business entity or agency under any of the following circumstances:

- The business entity or agency is doing business with the County or City; or
- The employment or contractual relationship will:
  - create a continuing or frequently recurring conflict between the Workgroup member's private interests and the performance of his or her duties as a member of the Workgroup, or
  - impede the full and faithful discharge of the Workgroup member's duties as a member of the Workgroup.

Under these circumstances, a potential conflict results for any Workgroup member who has an employment or contractual relationship with any stakeholder entity that does business with the County and/or City. However, for those stakeholder representatives who have an uncompensated business relationship with a non-profit stakeholder entity, the Code of Ethics provides an exemption from conflicts arising under a conflicting employment or contractual relationship.

If none of the statutory exemptions are applicable to the conflict arising from the Workgroup member's association with a business entity, the Code of Ethics contains a waiver provision that would allow that person to serve on the Workgroup. The County and City Commissions can waive such a conflict upon the satisfaction of the following two requirements:

- a full disclosure to the Commissions, prior to the waiver, of the transaction or business relationship from which the conflict arises; and
- an affirmative vote in favor of the waiver by a two-thirds vote of the respective County and/or City Commissions.

Upon the Board's consideration of the applicable disclosure forms of those Workgroup members with conflicts, staff recommends that the Board waive such conflicts. Each waiver, by statute, will require at least a two-thirds vote which the Board can collectively approve.

**Options:**

1. Approve collectively, by at least a two-thirds vote, the waivers to allow certain stakeholder individuals to serve on the Tallahassee-Leon County Affordable Housing Workgroup as shown in their corresponding disclosure forms (Attachments #1-8).
2. Do not approve the waivers to allow certain stakeholder individuals to serve on the Tallahassee-Leon County Affordable Housing Workgroup as shown in their corresponding disclosure forms (Attachments #1-8).
3. Board direction.

**Recommendation:**

Option #1.

Attachments:

1. Libby Lane's Form 4A Disclosure of Business Transaction, Relationship or Interest
2. Curtis Taylor's Form 4A Disclosure of Business Transaction, Relationship or Interest
3. Antoine Wright's Form 4A Disclosure of Business Transaction, Relationship or Interest
4. Daniel Moore's Form 4A Disclosure of Business Transaction, Relationship or Interest
5. Sylvia Smith's Form 4A Disclosure of Business Transaction, Relationship or Interest
6. Herbert Corbin's Form 4A Disclosure of Business Transaction, Relationship or Interest
7. Brenda Williams' Form 4A Disclosure of Business Transaction, Relationship or Interest
8. Bill Wilson's Form 4A Disclosure of Business Transaction, Relationship or Interest
9. Resolution No. 16-37 establishing the Tallahassee-Leon County Affordable Housing Workgroup

**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <b>Lane, Libby M</b>		OFFICE / POSITION HELD <b>Executive Director</b>	
MAILING ADDRESS <b>224 Office Plaza</b>		AGENCY OR ADVISORY BOARD <b>Tallahassee Leon County Affordable Housing, Workforce and Tallahassee Housing Consortium</b>	
CITY <b>Tallahassee</b>	ZIP <b>32301</b>	COUNTY <b>Leon</b>	ADDRESS OF AGENCY <b>301 S. Monroe, Tall, 32301</b> <b>224 Office Plaza</b>

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) or (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - The reporting person;
  - The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - A child of the reporting person, whose name is \_\_\_\_\_
2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
  - Supplying the following realty, goods, and/or services: **Under Contract with City of Tallahassee to provide down payment assistance, Home - Buyer Readiness services, Foreclosure Counseling, requested loan from City's Affordable Housing Trust Fund.**
  - Regulation of the business entity by the governmental agency served by the advisory board member. **On 1-31-11, requested loan from City's Affordable Housing Trust Fund.**
3. The following business entity is doing business with or regulated by the governmental agency: **Tallahassee Lenders' Consortium** **Currently working to rehab homes in Promise Zone using City CHHO funds.**
4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
  - Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
  - Other, please describe:

**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

The reporting person;

The spouse of the reporting person, whose name is \_\_\_\_\_; or

A child of the reporting person, whose name is \_\_\_\_\_.

2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:

\_\_\_\_\_

3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:


\_\_\_\_\_  
(NAME OF ENTITY)

\_\_\_\_\_  
(ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:

Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets or capital stock in such business entity;  Employee;  Contractual relationship with the business entity;  Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
	1-31-17	1-31-17

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <b>TAYLOR, CURTIS</b>			OFFICE / POSITION HELD <b>VICE PRESIDENT</b>
MAILING ADDRESS <b>923 OLD BAINBRIDGE ROAD</b>			AGENCY OR ADVISORY BOARD <b>TALLAHASSEE URBAN LEAGUE</b>
CITY <b>TALLAHASSEE</b>	ZIP <b>32303</b>	COUNTY <b>LEON</b>	ADDRESS OF AGENCY <b>923 OLD BAINBRIDGE ROAD</b>

**HOW TO COMPLETE AND FILE THIS FORM:** 301 SOUTH MONROE

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) or (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - The reporting person;
  - The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - A child of the reporting person, whose name is \_\_\_\_\_
2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
  - Supplying the following realty, goods, and/or services: \_\_\_\_\_
  - Regulation of the business entity by the governmental agency served by the advisory board member.
3. The following business entity is doing business with or regulated by the governmental agency:
 

TALLAHASSEE URBAN LEAGUE INC
4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
  - Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
  - Other, please describe:

**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

The reporting person;

The spouse of the reporting person, whose name is \_\_\_\_\_; or

A child of the reporting person, whose name is \_\_\_\_\_.

2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:

\_\_\_\_\_


3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:

\_\_\_\_\_  
(NAME OF ENTITY)

\_\_\_\_\_  
(ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:  
 Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets or capital stock in such business entity;  Employee;  Contractual relationship with the business entity;  
 Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
	1/31/17	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <b>Wright Antoine R</b>			OFFICE / POSITION HELD <b>Executive Director</b>
MAILING ADDRESS <b>2053 W Forest Dr</b>			AGENCY OR ADVISORY BOARD <b>Tallahassee Leon County Big Branch Habitat for Humanity</b>
CITY <b>Tallahassee</b>	ZIP <b>32303</b>	COUNTY <b>LEON</b>	ADDRESS OF AGENCY <b>301 S ADAM ST 8921 Roberts Ave 32310</b>

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**  
Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) of (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

- The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - The reporting person;
  - The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - A child of the reporting person, whose name is \_\_\_\_\_
- The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
  - Supplying the following realty, goods, and/or services: \_\_\_\_\_
  - Regulation of the business entity by the governmental agency served by the advisory board member.
- The following business entity is doing business with or regulated by the governmental agency:  
**Big Branch Habitat for Humanity**
- The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
  - Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
  - Other, please describe:

**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**


1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - The reporting person;
  - The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - A child of the reporting person, whose name is \_\_\_\_\_.
  
2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:
 

\_\_\_\_\_
  
3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:
 

\_\_\_\_\_

(NAME OF ENTITY) (ADDRESS OF ENTITY)
  
4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:
  - Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets or capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
  - Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
	1/31/17	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <u>Moore, Daniel W.</u>			OFFICE / POSITION HELD <u>Executive Director</u>	
MAILING ADDRESS <u>1823 Buford Ct</u>			AGENCY OR ADVISORY BOARD <u>Tallahassee Leon County Affordable Housing</u> <i>workgroup</i>	
CITY <u>Tallahassee</u>	ZIP <u>32308</u>	COUNTY <u>Leon</u>	ADDRESS OF AGENCY <u>301 S. Monroe Street, Tallahassee, FL 32301</u>	

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) or (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

- The reporting person;
- The spouse of the reporting person, whose name is \_\_\_\_\_; or
- A child of the reporting person, whose name is \_\_\_\_\_

2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:

- Supplying the following realty, goods, and/or services: \_\_\_\_\_
- Regulation of the business entity by the governmental agency served by the advisory board member.

3. The following business entity is doing business with or regulated by the governmental agency:

The Center for Independent Living of N.F. DBA Ability 1st

4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:

- Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
- Other, please describe:

**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**

- The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

The reporting person;

The spouse of the reporting person, whose name is \_\_\_\_\_; or

A child of the reporting person, whose name is \_\_\_\_\_

- The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:

*Home Accessibility Rehab (LOT); Accessibility Services (LOT) via CHSP*

- The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:

(NAME OF ENTITY)

(ADDRESS OF ENTITY)

- The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:  
 Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets or capital stock in such business entity;  Employee;  Contractual relationship with the business entity;  
 Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
<i>Daniel W. Moore</i>	<i>11/31/17</i>	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <u>Smithy, Sylvia W.</u>		OFFICE / POSITION HELD <u>Executive Director</u>	
MAILING ADDRESS <u>325 John Knox Rd. Bld. B</u>		AGENCY OR ADVISORY BOARD <u>Tallahassee - Leon County Affordable Housing Workgroup</u>	
CITY <u>Tallahassee</u>	ZIP <u>FL 32303</u>	COUNTY <u>Leon</u>	ADDRESS OF AGENCY <u>300 S. Monroe St. TLH 32301</u>

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) or (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - The reporting person;
  - The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - A child of the reporting person, whose name is \_\_\_\_\_
2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
  - Supplying the following realty, goods, and/or services: \_\_\_\_\_
  - Regulation of the business entity by the governmental agency served by the advisory board member.
3. The following business entity is doing business with or regulated by the governmental agency:
 

Big Bend Homeless Coalition, Inc.
4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
  - Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
  - Other, please describe:



**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

- The reporting person;  
 The spouse of the reporting person, whose name is \_\_\_\_\_; or  
 A child of the reporting person, whose name is \_\_\_\_\_

2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is: Homeless Services including

Emergency Shelter, Rapid Rehousing, Permanent Housing, CoC/HHS staffing & Services, Youth Reunification Coordination.


3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:

(NAME OF ENTITY)

(ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:  
 Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets or capital stock in such business entity;  Employee;  Contractual relationship with the business entity;  
 Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
	1/31/17	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <u>Corbin, Herbert W.</u>		OFFICE / POSITION HELD <u>Bethel AME Church CDC</u>	
MAILING ADDRESS <u>501 W. Orange Avenue</u>		AGENCY OR ADVISORY BOARD <u>TLC - A H W</u>	
CITY <u>Tallahassee</u>	ZIP <u>32310</u>	COUNTY <u>Leon</u>	ADDRESS OF AGENCY <u>301 S. Monroe St. 32301</u>

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) of (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - The reporting person;
  - The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - A child of the reporting person, whose name is \_\_\_\_\_
  
2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
  - Supplying the following realty, goods, and/or services: \_\_\_\_\_
  - Regulation of the business entity by the governmental agency served by the advisory board member.
  
3. The following business entity is doing business with or regulated by the governmental agency:
 

Bethel AME Church CDC
  
4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
  - Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
  - Other, please describe:



**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**


1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - ( ) The reporting person;
  - ( ) The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - ( ) A child of the reporting person, whose name is \_\_\_\_\_.
  
2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:
 

\_\_\_\_\_
  
3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:
 

\_\_\_\_\_

(NAME OF ENTITY) (ADDRESS OF ENTITY)
  
4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:
  - ( ) Officer; ( ) Partner; ( ) Associate; ( ) Sole proprietor; ( ) Stockholder; ( ) Director; ( ) Owner of in excess of 5% of the assets or capital stock in such business entity; ( ) Employee; ( ) Contractual relationship with the business entity;
  - ( ) Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
	1-31-17	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <i>Williams, Brendo</i>			OFFICE / POSITION HELD <i>Executive Director</i>		
MAILING ADDRESS <i>2940 Grady Rd</i>			AGENCY OR ADVISORY BOARD <i>Leon County of Florida Housing Authority</i>		
CITY <i>Tallahassee</i>	ZIP <i>32312</i>	COUNTY <i>Leon</i>	ADDRESS OF AGENCY <i>301 S. Monroe St <del>2940 Grady Rd</del> Tallahassee</i>		

*Work Group*

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) of (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - The reporting person;
  - The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - A child of the reporting person, whose name is \_\_\_\_\_
2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
  - Supplying the following realty, goods, and/or services: \_\_\_\_\_
  - Regulation of the business entity by the governmental agency served by the advisory board member.
3. The following business entity is doing business with or regulated by the governmental agency:
 

*Tallahassee Housing Authority*
4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
  - Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
  - Other, please describe: \_\_\_\_\_



**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

The reporting person;

The spouse of the reporting person, whose name is \_\_\_\_\_; or

A child of the reporting person, whose name is \_\_\_\_\_.

2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:

\_\_\_\_\_



3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:

\_\_\_\_\_  
(NAME OF ENTITY)

\_\_\_\_\_  
(ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:  
 Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets or capital stock in such business entity;  Employee;  Contractual relationship with the business entity;  
 Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
		

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <i>Wilson Bill</i>		OFFICE / POSITION HELD <i>Member - Affordable Housing Work Group</i>	
MAILING ADDRESS <i>1816 Old Fort Dr</i>		AGENCY OR ADVISORY BOARD <i>City of Tallahassee Leon County</i>	
CITY <i>Tallahassee</i>	ZIP <i>32301</i>	COUNTY <i>Leon</i>	ADDRESS OF AGENCY <i>301 S. Monroe St Tall, FL 32301</i>

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- Fill out Part A or Part B, as applicable.
- Sign and date the form on the reverse side.
- File Part A with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- File Part B with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a particular instance provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) or (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, if and when applicable to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

- The reporting person;
- The spouse of the reporting person, whose name is \_\_\_\_\_; or
- A child of the reporting person, whose name is \_\_\_\_\_

2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:

- Supplying the following realty, goods, and/or services: *Real Estate Development*
- Regulation of the business entity by the governmental agency served by the advisory board member.

3. The following business entity is doing business with or regulated by the governmental agency:

*Coastal Solutions, Inc + Coastal Solutions Community Development LLC*

4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:

- Officer;  Partner;  Associate;  Sole proprietor;  Stockholder;  Director;  Owner of in excess of 5% of the assets of capital stock in such business entity;  Employee;  Contractual relationship with the business entity;
- Other, please describe:

**PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY**

**WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - ( ) The reporting person;
  - ( ) The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - ( ) A child of the reporting person, whose name is \_\_\_\_\_.
2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:
 

\_\_\_\_\_


3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:

\_\_\_\_\_  
(NAME OF ENTITY)

\_\_\_\_\_  
(ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:
  - ( ) Officer; ( ) Partner; ( ) Associate; ( ) Sole proprietor; ( ) Stockholder; ( ) Director; ( ) Owner of in excess of 5% of the assets or capital stock in such business entity; ( ) Employee; ( ) Contractual relationship with the business entity;
  - ( ) Other, please describe:

**SIGNATURE**

SIGNATURE	DATE SIGNED	DATE FILED
	2-2-17	2-2-17

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRISAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

**RESOLUTION NO. 16-37**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA TO ESTABLISH AN ADVISORY COMMITTEE WHICH SHALL BE NAMED TALLAHASSEE-LEON COUNTY AFFORDABLE HOUSING WORKGROUP.**

**WHEREAS**, Access to safe, affordable housing is a critical element when measuring the quality of life and economic vitality of communities in Tallahassee/Leon County; and

**WHEREAS**, while affordable housing initiatives are evident in several regions of the county, the on-going success and continued need for these programs is exemplified by existing waiting lists across the current programs, demonstrating the need for a greater collaborative effort amongst community stakeholders in order to address the need for affordable housing; and

**WHEREAS**, on October 27, 2016 the Board of County Commissioners of Leon County, Florida (the "Board") and the City of Tallahassee Commission (the "Commission") held a joint affordable housing workshop to explore utilizing new and existing opportunities for collaboration through the exploration of best practices, innovative ideas, fund leveraging and a host of other resources and strategies to realize the revitalization and creation of affordable housing communities; and

**WHEREAS**, the Board and the Commission recognizes and acknowledges the importance of engaging local stakeholders to address the needs for affordable housing in the community; and

**WHEREAS**, in order to consider the input of the public in the matter of affordable housing opportunities and need in the community, the Board and Commission wish to establish and appoint an advisory committee to function and operate in accordance with Board Policy

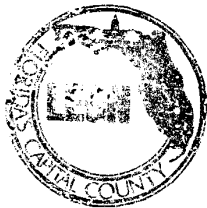
No. 03-15, "Board-Appointed Advisory Committees: Establishment, Appointment, Function, Operation, and Dissolution" ("Board-Appointed Advisory Committees").

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

1. The Board hereby establishes an advisory committee, to be named the Tallahassee-Leon County Affordable Housing Workgroup (the "Committee"), for the purpose of the collaboration and coordination of addressing affordable housing resources in the community.
2. The Committee shall function and operate as a Decision Making Committee in accordance with Board Policy No. 03-15, "Board-Appointed Advisory Committees."
3. The Committee shall have seventeen (17) members comprised of one representative each of the following:
  - 1) The Leon County Housing Finance Authority
  - 2) Tallahassee Housing Authority
  - 3) Beatitude Foundation
  - 4) Tallahassee Lenders' Consortium
  - 5) Big Bend Continuum of Care
  - 6) Big Bend Homeless Coalition
  - 7) Ability 1st
  - 8) Bethel Community Development Corporation
  - 9) Habitat for Humanity of the Big Bend
  - 10) Tallahassee Urban League
  - 11) Leon County Schools
  - 12) Leon County Housing Services staff
  - 13) City of Tallahassee Housing Services staff
  - 14) An affordable housing consumer appointed by the City Commission
  - 15) An affordable housing consumer appointed by the County Commission
  - 16) An affordable housing developer appointed by the City Commission
  - 17) An affordable housing developer appointed by the County Commission
4. The Committee shall have as its goal to develop a plan for the redevelopment of a multi-family housing unit that provides the following:

- 1) Recommendations for the coordination and collaboration of local government, non-profit and for-profit resources.
  - 2) A housing design that considers the needs of residents and enhances the overall community.
  - 3) Recommendations for leveraging the financial resources of local, state and federal resources to address permanent support housing for the homeless population.
  - 4) Consider engaging organizations that promote best practices in affordable housing models.
  - 5) Recommendations for a structure that would sustain the collaborative efforts of the Affordable Housing Workgroup.
5. The Committee shall provide an written report to the Board and the Commission within 150 days of its execution.
  6. The Committee shall be dissolved after 150 days or no later than June 30, 2017.
  7. The Committee shall be staffed by Leon County Housing Services Division and the City of Tallahassee Community Housing and Human Services.

**DONE, ADOPTED, AND PASSED** by the Board of County Commissioners of Leon County, Florida, this 22<sup>nd</sup> day of November, 2016.



ATTESTED BY:

BY: [Signature]  
Bob Inzer  
Leon County Clerk and Comptroller

LEON COUNTY, FLORIDA

BY: [Signature]  
John E. Dailey, Chairman  
Board of County Commissioners

APPROVED AS TO FORM:  
Leon County Attorney's Office  
Leon County, Florida

BY: [Signature]  
Herbert W. A. Thiele  
County Attorney