

SEP 4 1984

RESOLUTION NO. 84-M-20

A RESOLUTION MEMORIALIZING THE CREATION OF THE
IMPACT FEE ADVISORY BOARD AND ITS DUTIES AND
SETTING FORTH THE NUMBER, TERMS AND QUALIFICA-
TIONS OF ITS MEMBERSHIP.

PREMISES

WHEREAS, the Board of County Commissioners has by virtue of
Resolution Number 83-M-08 adopted guidelines for the creation,
composition and operation of new advisory boards, and

WHEREAS, the Board of County Commissioners, by motion on
June 25, 1984, re-designated the Transportation Committee as
a Standing Committee for all Impact Fee Reviews and Implementa-
tion, and

WHEREAS, the Board of County Commissioners now desires to
memorialize the functions of said standing committee and the
number, terms and qualifications.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
ORANGE COUNTY:

Section 1. Pursuant to motion of the Board of County Commis-
sioners, there is hereby established the Orange County Impact Fee
Advisory Board, constituting not less than fifteen (15) nor more
than twenty-five (25) members, all of whom shall be appointed by
the Board of County Commissioners. The term of membership upon
said Board shall be three (3) years. Members shall be eligible
for re-appointment.

Section 2. The initial appointment to the Orange County
Impact Fee Advisory Board shall be as follows:

Membership to expire December 31, 1985:

John Knight

Gerald C. Hartman

Bill Tipton

Howard Lefkowitz

Marshall Van Landingham

Roger Neiswender

Michael Goleb

Jim Sellen

Membership to expire December 31, 1986:

Steve Bechtel
Jim Newlon
Allen Arthur, Jr.
Turgut Dervish
Ludwig Goetz
Fred Harden
Dick Davis
Howard Bochiardy

Membership to expire December 31, 1987:

Tom Shutts
Tom Ross
Brian Canin
James Lee
Donald McIntosh
Nick Pope
Nikki Clayton
Ralph Young
James Brown

Upon the expiration of any original appointment made hereinabove, all successor appointees, or the appointee if he be re-appointed, shall serve a three (3) year term of membership. Appointments to fill any vacancy on the Board shall be for the remainder of the unexpired term of office.

Section 3. The Board of County Commissioners shall endeavor to make such appointments to the Board as to insure that its membership is evenly apportioned among the following disciplines:

- (a) Building and Construction industry representatives.
- (b) Land Use planners/landscape architects
- (c) Engineering consultants.
- (d) Legal consultants.
- (e) Major Industrial and Manufacturing representatives.
- (f) Any other disciplines approved by the Board of County Commissioners.

Section 4. The duties of the Orange County Impact Fee Advisory Board shall be to review the development by County Staff of all impact fee programs and to review and evaluate such programs annually. Further, the Advisory Board shall make findings and recommendations based upon its review of such impact fee programs in timely fashion to the Board of County Commissioners.

Section 5. This Resolution shall take effect upon adoption.

ADOPTED THIS 4TH DAY OF SEPTEMBER, 1984.

BOARD OF COUNTY COMMISSIONERS
OF ORANGE COUNTY

BY: Ray Tandy
Chairman

ATTEST:

Thomas H. Locker, Clerk
to the Board of
County Commissioners

Timothy E. Lambert
By: Deputy Clerk to the Board
Asst.

MAY 23 1983

RESOLUTION NO. 83-M-08

WHEREAS, from time to time the Board of County Commissioners creates advisory boards comprised of citizens appointed by the Board to provide advice on specific projects or programs, and,

WHEREAS, the Board of County Commissioners finds it would be beneficial to adopt guidelines for the creation, composition, and operation of new advisory boards,

NOW THEREFORE, be it resolved by the Board of County Commissioners of Orange County, Florida:

1. Guidelines. The following guidelines are adopted to set forth the Board's policy relating to the creation, composition and operation of new advisory boards. The guidelines should be followed unless in conflict with general or special law or the interests of the citizens of Orange County.

2. Creation of Advisory Boards. New advisory boards may be created whenever the Board of County Commissioners finds any of the following:

a. The advisory board is being created in response to a real need in the community.

b. The purpose of the advisory board is to address a specific problem area that cannot be adequately addressed by county staff given their time and availability constraints.

c. There is a need for outside expertise in addition to that provided by county staff.

d. There is need for citizen input.

e. The cost involved in creating and operating the advisory board can be justified by the results to be achieved.

f. The new advisory board will not duplicate the function provided by an existing advisory board.

g. The new advisory board is needed to more broadly reflect the interests and concerns of the community.

3. Ordinance or Resolution; Contents. New advisory boards should be created by ordinance or resolution addressing the following matters:

a. Scope and Purpose.

1. The scope, purpose and duration of the advisory board should be defined.

2. The ordinance or resolution should provide for periodic review of the continuing need for, and effectiveness of, the advisory board.

b. Term of Office.

1. The ordinance or resolution should specify the length of term of office for each member of the advisory board. The ordinance may limit the number of consecutive terms that can be served by an advisory board member.

2. No person should serve more than six (6) consecutive years on the same advisory board.

3. Advisory board members' terms should be staggered when appropriate.

c. Conditions of Appointments and Renewal.

1. Appointments to advisory boards should be made without regard to race, creed, sex, ethnic background or national origin.

2. Members of advisory boards should maintain their primary residence in Orange County and should be registered to vote in Orange County.

3. Unless the needs of a specific advisory board demand otherwise, each advisory board should include a mixture of lay citizens and individuals having specialized knowledge, training or expertise beneficial to the advisory board.

4. If an advisory board member is absent from three (3) consecutive meetings or a total of fifty percent (50%) of the meetings in a single year, the County Commission may review the advisory board member's appointment and consider his or her removal from the advisory board. The minutes of each meeting of the advisory board shall record the attendance and absences of the board members.

5. Advisory board members seeking elective office are encouraged to resign from their advisory board appointment if there is an appearance of a conflict of interest.

6. No individual person should be appointed to

more than three (3) advisory board positions.

d. Support Staff.

Support staff available to the advisory board should be identified and the scope of staff's responsibilities should be specified.

e. Reports to the County Commission.

1. Each advisory board should submit an annual report to the Board of County Commissioners evaluating the work products and functions of the advisory board, and setting forth the objectives of the advisory board to be achieved in the following year.

2. Minutes shall be kept of each meeting of the advisory board. The minutes of each meeting shall be submitted to the Board of County Commissioners or the appropriate liaison commissioner for that advisory board.

f. Process of Appointment.

1. Citizens interested in appointments to advisory boards should be informed of necessary qualifications, duties and time commitments required for service on the advisory board in which they are interested.

2. A standard application form that elicits information concerning life experience as well as education and work experience should be made available to individuals interested in applying for vacancies on advisory boards.

g. Orientation.

New advisory board members should be provided with necessary information concerning the scope, purpose and function of the advisory board to which they have been appointed, and their responsibilities as members of the advisory board.

ADOPTED THIS 23 DAY OF May, 1983.

ATTEST:

asst. Norothy E. Lambert
Deputy Clerk to the Board
of County Commissioners

ORANGE COUNTY, FLORIDA, BOARD OF
COUNTY COMMISSIONERS

By: Ray Tremling
Chairman

IMPACT FEE ADVISORY BOARD

Enabling
Legislation:

Establish by motion of the Board of County
Commissioners at their meeting of ~~June 25, 1984~~
Sept 4, 1984

Membership:

Members are selected by the Board of County Commissioners. Membership consists of not less than fifteen (15) and not more than twenty-five (25) members. The membership expertise should be evenly distributed among the following disciplines:

- Building and Construction industry representatives.
- Land use planners/landscape architects.
- Engineering consultants.
- Legal profession.
- Major Industrial and Manufacturing representatives.
- Any other disciplines approved by the Board of County Commissioners.

Power and Duties:

The Committee will review the development of all impact fee programs, evaluate subsequent annual updates and report findings and recommendations to the Board of County Commissioners for appropriate action.

Term of Office:

Three year terms of office, with one third (1/3) of the membership appointed or reappointed annually.

Meetings:

Meetings are held the second Wednesday of each month, or on an as-needed basis.

APPROVED BY THE BOARD OF COUNTY
COMMISSIONERS AT THEIR MEETING

SEP 4 1984