

TITLE 2  
CHAPTER 14

**HOUSING ADVISORY COMMITTEE**

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**2-14-1: ESTABLISHMENT:** A Housing Advisory Committee is hereby established for the City, by Ordinance No, 9, Series 2007 effective May 16, 2007.

**2-14-2: MEMBERSHIP:** The Housing Advisory Committee shall consist of not less than five (5) but not more than eleven (11) voting members and two (2) non-voting members. A majority of the voting members need to reside in the city limits. The two (2) non-voting members shall be representatives from either state or local housing program entity and will be designated by the Mayor. No member shall be an employee of the City; however the City Manager and Assistant to the City Manager shall staff the committee.

**2-14-3: TERM OF OFFICE:** The members of the Housing Advisory Committee shall be appointed as provided in Chapter 1 of Title 2 of the Florence City Code. The terms of those first appointed shall be for one, two and three years and shall be so made so that approximately one third of the membership terms will expire each year. Thereafter the term of each position shall be three years. The terms of the non-voting members (ex-officio) will be outlined by the Committee.

**2-14-4: PRESIDING MEMBER:** The Housing Advisory Committee shall, in February of each year and from among themselves, elect a Chairperson and a Vice-Chairperson. The Chairperson shall serve as the presiding officer at meetings of the Committee and shall have no other extraordinary duties or powers. The Vice-Chairperson shall serve in the absence of the Chairperson.

**2-14-5: MEETINGS:** The Committee shall meet at a regular time to be set by the Committee. The Chairperson or the City Manager may call a special meeting upon notice as required by Oregon Public Meeting Laws. A majority of the Committee members shall constitute a quorum.

**2-14-6: DUTIES:** The Housing Advisory Committee shall advise the City Council on all matters affecting housing that shall include, but not be limited to the following:

- A. Research and develop responsive policies and programs that address the overall housing needs of the community that also defines "affordable housing" for the purposes of this committee.
- B. Work with staff to put together a plan and timeline for addressing housing issues and encourage the development of housing for all income levels. Identify and make recommendations regarding priorities to Council.
- C. Oversee the compilation of accurate information regarding the City's housing supply and affordability. Gather consolidate and analyze information from various housing studies and needs assessments. Develop an electronic database of housing information.
- D. Act as a clearinghouse for public information regarding housing programs in the City.
- E. Identify funding sources and enhance the ability of the City to acquire funding from various sources.
- F. Work in collaboration with housing agencies, financial institutions, other cities and other partners

to share ideas and to avoid duplication of efforts. Make recommendations to Council regarding the development of new programs and the enhancement of existing program. Advise Council on possible opportunities.

G. Review current land use policies and zoning regulations and promote adoption of policies and regulations supporting housing affordability.

**2-14-7: VACANCIES AND REMOVAL:** A member of the Committee may be removed by the City Council for misconduct or non-performance. Absence from three (3) consecutive meetings without excuse, or absence, without excuse, from four or more meetings in any twelve month period, shall be considered non-performance of duty and the City Council may declare the position vacant.