

RESOLUTION NO. 95-50

**A RESOLUTION OF ST. JOHNS COUNTY,
FLORIDA, ESTABLISHING A COMMUNITY
DEVELOPMENT PLAN, GRIEVANCE PROCEDURES
AND CITIZENS ADVISORY TASK FORCE FOR
ST. JOHNS COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT PARTICIPATION.**

WHEREAS, the Board of County Commissioners of St. Johns County, Florida is considering submitting a Community Development Block Grant (CDBG) under the provisions as set forth in Title I of the Federal Housing and Community Development Act of 1974, as amended, 24 CFR 570.431 and the Florida Department of Community Affairs Rule 9B-25; the Federal Housing and Urban-Rural Recovery Act of 1963; the Federal Community Development Act of 1987; the Florida Department of Community Affairs Rules contained in Florida Statutes 290.043, 290.044 and 290.046; 24 CFR 570.431 and by local Board of County Commissioners of St. Johns County, Florida, authority; and

WHEREAS, the Board of County Commissioners of St. Johns County, Florida, hereby establishes a local Community Development Plan with Grievance Procedures, herein attached as "Exhibit A" and incorporates also the County's Adopted Comprehensive Plan as it may be further amended; and

WHEREAS, the Board of County Commissioners of St. Johns County, Florida, establishes a Citizens Advisory Task Force (CATF) for the purpose of conducting CDBG Citizen Participation activities and meeting requirements in the process of planning, development, implementation and assessment of Community Development Block Grants in accordance with Federal and State regulations, herein attached as "Exhibit B", the CATF as governed by their own policies as recommended to the Board of County Commissioners of St. Johns County, Florida, herein attached as "Exhibit C"; and

WHEREAS, the Board of County Commissioners of St. Johns County, Florida, recognizes the need for a planned approach to community development, and recognizes that the citizens participation process is both necessary and desirable.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of St. Johns County, Florida that:

Section 1. The Board hereby adopts the attached Community Development Plan (Exhibit A) and hereby establishes a Citizens Advisory Task Force (Exhibit B), as attached, for purposes of participation in the Community Development Block Grant programs, with their own policies (Exhibit C).

Section 2. The Board hereby abolishes any other Citizens Advisory Task Force which were appointed for the previous Community Development Block Grants prior to 1994.

Section 3. The Board hereby terminates this previously established Citizens Advisory Task Force on April 1, 1998, as created in Section 1 above.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 14 day of March, 1995.

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

By: Barbara Ward
Chairman

ATTEST: CARL "BUD" MARKEL, CLERK

By: Irma Casette
Deputy Clerk

EXHIBIT A

ST. JOHNS COUNTY, FLORIDA

COMMUNITY DEVELOPMENT PLAN

By reference, the Board of County Commissioners of St. Johns County, Florida, and in accordance with all applicable Federal, State and local regulations and requirements for the purpose of the County's participation in the Community Development Block Grant Programs (CDBG), the following Community Development Plan is adopted, including and incorporating herein also the County's adopted Comprehensive Plan and as it may be further amended. This Community Development Plan is consistent with the requirements of Federal, State and Local Statutes, rules, regulations and meets requirements as set forth for St. Johns County, Florida to participate in CDBG programs. This Community Development Plan superseded all other Community Development plans utilized by St. Johns County, Florida.

Of record, in meeting Community Development Plan requirements, St. Johns County, Florida, that:

Based on the 1990 U.S. Census Report, the population of the unincorporated area of the County is established at 67,885 residents. Of these 67,885 residents, 7.1% are considered below the poverty level as reported in the U.S. 1990 Census data. Additionally, contained in the 1990 U.S. Census Report, reported is that St. Johns County, Florida, unemployment rate is established as an average of 4.5%.

Long Term Community Development Plan Objectives:

1. To improve the physical environment of the community to make it more functional, safe and efficient and to preserve the integrity of the neighborhoods.
2. To promote the public interest.

3. To inject long-range considerations into the determination of short-range decisions.
4. To bring professional and technical knowledge to bear on issues concerning social, economical or physical development.
5. To facilitate effective cooperation and coordination between all concerned with community development.
6. To identify available resources for significant opportunities to improve the way of life for all in the community.
7. To recognize, promote and facilitate the importance of well managed, comprehensive growth as it may best benefit the residents of St. Johns County, Florida, to improve and appropriately expand needed community facilities, programs and services while also promoting the highest level of public efficiency in the process of community development and in meeting Comprehensive Plan goals and objectives.

Short Term Community Development Objectives:

1. To participate in Community Development Block Grant (CDBG) programs as administered by the Florida Department of Community Affairs (DCA) to assist with needed local community development and funding.
2. To explore other possible resources for the purpose of improving the way of life for all citizens, especially those who live in deteriorated housing and neighborhoods, or who are considered by Federal and State definition economically disadvantaged.

Establishing Grievance Procedures:

1. All grievances regarding individual decisions made as a part of implementation of the Community Development Block Grant program shall be submitted, in writing, to the Grant Administrator. If a person(s) or party(ies) feel that his/her complaint has not been sufficiently addressed by the Grant Administrator's response, an appeal may be made to the Citizen's Advisory Task Force (CATF).

2. If a response to the aggrieved is not issued by the CATF, an appeal may be made to the Board of County Commissioners of St. Johns County, Florida. At any point, the aggrieved may register a complaint with the Florida Department of Community Affairs, 2740 Centerview Drive, Tallahassee, FL 32399. All complaints registered at the local level shall have a written response from the Grant Administrator, the CATF or Board of County Commissioners of St. Johns County, Florida, within 15 working days of the lodging of said complaint. A file of all grievances and responses shall be maintained and available for public inspection. In the event the aggrieved has exhausted all appeals without a decision satisfactory to himself/herself, he/she may pursue other legal channels in an attempt to achieve satisfaction.

Amendments To This Community Development Plan:

The amendment of this Community Development Plan shall require adoption by the Board of County Commissioners of St. Johns County, Florida, as recommended to that governing body by the CATF.

Authority:

No part of this Community Development Plan shall be construed to restrict the responsibility and authority of the elected officials of St. Johns County, Florida, in the development and implementation of any Community Development Block Grant program. Rather, this plan shall serve as a vehicle through which the elected officials of St. Johns County, Florida can assure citizen participation into their decision-making process.

EXHIBIT B

ST. JOHNS COUNTY, FLORIDA

ESTABLISHMENT OF A CITIZENS ADVISORY TASK FORCE:

By reference, the Board of County Commissioners of St. Johns County, Florida, and in accordance with all applicable Federal, State and Local laws, statutes, rules, regulations and requirements as set forth, a Citizens Advisory Task Force (CATF) is hereby established for the purpose of meeting requirements for the County's eligibility to participate in Community Development Block Grant (CDBG) programs and for the purpose of meeting locally recognized needs to provide the citizens of St. Johns County, Florida with an adequate opportunity for meaningful involvement on a continuing basis for participation in the planning, development, implementation and assessment of the County's CDBG program.

- A. **Membership:** That CATF membership consist of five (5) to seven (7) members, appointed by the Board of County Commissioners of St. Johns County, Florida, for the purpose of advising the Board on all matters pertaining to CDBG program planning, application preparation, receiving public comments on proposed community projects and for the purpose of serving the Board in an advisory capacity in accordance with federal and state requirements for conducting CDBG Citizens Participation activities. CATF members must have a known interest in community development issues, reside in or be representative of a low income or deteriorating neighborhood and/or economically disadvantaged, and/or have a demonstrated interest in fostering and promoting the betterment of the community's economically disadvantaged citizens.
- B. **Status:** The CATF by Board resolution is a Board Appointed Committee established as its chief community development advisory board, whose members serve as community volunteers to serve the best public interest within legal requirements as set forth in regulations governing CATFs.

- C. **Representation:** The CATF shall consist of representation of the low and moderate income residents of the community, minority and economically disadvantaged interested regarding community development projects and proposals.
- D. **Terms of Serving and Vacancy:** CATF members shall serve three-year terms. Recommendations for membership to serve on the CATF Committee must receive a majority 51% vote of the Board of County Commissioners of St. Johns County, Florida, for appointment.
- E. **Primary Goals and Objectives of the CATF:** The CATF's primary goals and objectives include, but are not limited to: (1) serving as the Board of County Commissioners of St. Johns County, Florida's chief community development advisory committee to make official recommendations to the Board on community development matters and issues; (2) to conduct activities such as CDBG public hearings to discuss and increase interchange of public information between county officials and its local citizenry concerning community development issues and concerns, and allowing potentially impacted citizens to directly assist in shaping the program's impact upon their neighborhood and the community as a whole; (3) to oversee community development projects by receiving public comments on proposed needs, issues and potential projects and to report these results and make recommendations to the Board of County Commissioners of St. Johns County, Florida as its chief advisor and liaison for all citizens concerned with community development matters and issues; (4) to make recommendations to the Board on CDBG grant projects, including project amendments or modifications; (5) to receive citizen complaints, grievances, concerns and comments expressed by citizens as a result of decisions made as a part of the implementation of the CDBG program in St. Johns County, Florida; (6) review and revise the county's community development plan and make these formal recommendations to the Board.

- F. CATF Recommendations to the Board of County Commissioners of St. Johns County, Florida: Within the boundaries of federal and state regulations on CATF activities and requirements, the CATF will make recommendations to the Board of County Commissioners of St. Johns County, Florida, which shall be made only after a roll call vote for the CATF and in which the majority (51%) of the CATF recommends (requiring a quorum for meetings that concern recommendations to the Board of County Commissioners of St. Johns County, Florida), with roll call responses recorded in meeting minutes and made a part of the CATF recommendations to the Board.
- G. Operations and Policies Governing the CATF: The CATF shall adopt its own operating policies in accordance with federal, state and local laws and regulations governing such volunteer advisory boards that serve the public interest.

EXHIBIT C

CATF POLICIES:

The following recommendations on appointments and composite of the Citizens Advisory Task Force as in accordance with Federal Title I, Housing and Community Development Act of 1974, the Federal Housing and Urban-Rural Recovery Act of 1963 and the Community Development Act of 1987; the Florida Department of Community Affairs Rules contained in Florida Statutes 290.043, 290.044 and 290.048 and by local Board of County Commissioners of St. Johns County, Florida, authority.

The Board of County Commissioners of St. Johns County, Florida, recommends that:

- o A Citizens Advisory Task Force, consisting of 5 to 7 members be appointed for the purpose of advising on all matters pertaining to community development program planning, application preparation, receiving public comment on proposed projects and advisement of the Board of County Commissioners of St. Johns County, Florida, serving a Board-appointed Committee for and as appointed by the Board of County Commissioners of St. Johns County, Florida.
- o Of the 5 or 7 member Citizens Advisory Task Force (CATF), that members be representative of the business community, low and moderate income citizens and representative of the community organizations or neighborhoods with representation of minorities and economically disadvantaged citizens.
- o The CATF members who fill vacancy appointments receive a majority 51% vote of the existing CATF prior to appointment to the CATF by the Board of County Commissioners of St. Johns County, Florida.
- o The CATF members be appointed to a three-year term.
- o The CATF adopt its own operating policies and Citizen Participation Plan for recommendation and approval by the Board of County Commissioners of St. Johns County, Florida.