



DATE: March 28, 2012

TO: Honorable Mayor and City Councilmembers
Chairman and Members, Community Development Commission

FROM: Economic & Community Development Department

SUBJECT: **ADOPTION OF A RESOLUTION TO DISSOLVE THE REDEVELOPMENT ADVISORY COMMITTEE, ADOPTION OF A RESOLUTION TO CREATE A NEW COMMITTEE AND APPROVAL OF BYLAWS**

SYNOPSIS

Staff recommends that the City Council and the Community Development Commission (Commission) adopt a resolution to dissolve the Redevelopment Advisory Committee (RAC); adopt a resolution to create the Downtown Advisory Committee ("DAC"); and approve the bylaws.

BACKGROUND

The RAC was created in 1991 by Resolution No. 91-C-15, to serve in an advisory capacity to the Commission with the intent of assuring that qualified business and technical perspectives were provided to the Commission on issues affecting the Downtown Redevelopment Project Area.

In 1991, Ordinance No. 091-22 was adopted amending Chapter 2 of the City Code creating a Redevelopment Planning Commission, vesting authority for Planning Commission duties for matters pertaining to the Redevelopment Project Area in the Community Development Commission.

In January 2011, as part of the 2011-12 State budget bill, the California Legislature enacted and the Governor signed, companion bills AB 1X 26 and AB 1X 27, requiring that each redevelopment agency be dissolved unless the community that created it enacts an ordinance committing it to making certain payments. The California Redevelopment Association (CRA), the League of California Cities, and the cities of San Jose and Union City filed a lawsuit (CRA v. Matosantos) in the California Supreme Court challenging the constitutionality of AB 1X 26 and AB 1X 27.

On December 29, 2011, the California Supreme Court issued its opinion in California Redevelopment Association, et al. v. Matosantos, et al. The Court upheld AB 1X 26, which provides for the dissolution of redevelopment agencies as of February 1, 2012, and struck down AB 1X 27, which allowed the redevelopment agencies to remain in existence if they opted in to the "Voluntary Alternative Redevelopment Program" ("VARP").



ANALYSIS

Although the Redevelopment Agency of the City has been dissolved as a result of State action, the City Council adopted a resolution on January 10, 2012, agreeing to be the Successor Agency. In general, all of the assets, properties, contracts, leases, and records of the Agency are to be transferred to the Successor Agency. Subject to monitoring by and in some cases the approval of, an Oversight Board, the Successor Agency is responsible for the winding up of the Agency's obligations and affairs.

The Oversight Board has not been established yet, but will include two appointments by the Mayor, two appointed by the Board of Supervisors, one from Tri-City Hospital, one from the County Board of Education and one from the Chancellor of the California Community Colleges. As part of AB 26, the Successor Agency must deliver a list of properties currently owned by the Commission. The Oversight Board will review the Commission properties and determine how they are to be dealt with. They will also need to approve the Successor Agency's budget going forward.

The Redevelopment Project Area is a legally described area of the downtown and therefore, still exists. In addition, all current zoning and applicable codes, ordinances, etc., are still in effect in the "Project Area."

The RAC must be dissolved due to State action and staff recommends that a new committee be created in order to provide the downtown with the attention it deserves as a unique planning area. This new committee is needed to continue the advisory role formally held by the RAC to provide policy and technical consultation and advice to the Commission and staff on issues affecting the Downtown Project Area.

In 1991, the City Code was amended to have the Commission serve as the Planning Commission for the Redevelopment Project Area and the RAC was established to serve as an advisory group for projects in the downtown. Since the RAC will be dissolved the Downtown Advisory Committee will serve in the same capacity as the RAC.

In addition, if the Oversight Board approves the Successor Agency to move forward with bond funded projects or any amended projects, the DAC will be able to expedite the projects to the Commission for approval.

The new Downtown Advisory Committee will be composed of seven members. At least one member shall be from the Community At-Large. At least one member shall be a representative of the Oceanside Chamber of Commerce. At least one member shall be a representative of MainStreet Oceanside. At least one member shall be a residential owner-occupant within the Downtown Project Area. At least one member shall be a Business Owner within the City of Oceanside. At least one member shall be an Oceanside Planning Commissioner. At least one member shall be qualified in the real estate professions such as architecture, real estate development, real estate/land use law, commercial real estate sales, asset management, engineering, land planning, or finance. Applications for appointment to the Downtown Advisory Committee will be accepted upon approval of the recommended action.

ALTERNATIVE

If the Commission opted not to have the DAC serve in an advisory capacity to the Commission, projects in the downtown would go directly to the Commission for approval or the City Code Chapter 2, Article VII A would need to be deleted and the projects in the Project Area would be approved by the Planning Commission. Due to the uniqueness of the urban environment and the special circumstances that come up in the downtown, staff would recommend keeping the Commission with the final authority.

FISCAL IMPACT

Does not apply.

COMMISSION/COMMITTEE REPORT

Does not apply.

CITY ATTORNEY ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

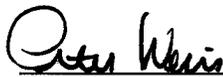
Staff recommends that the City Council and the Community Development Commission adopt a resolution to dissolve the Redevelopment Advisory Committee; adopt a resolution to create the Downtown Advisory Committee; and approve the bylaws.

PREPARED BY:



Kathy Brann
Redevelopment Manager

SUBMITTED BY:



Peter Weiss
Executive Director

REVIEWED BY:

Michelle Skaggs-Lawrence, Deputy City Manager
Holly Trobaugh, Assistant City Clerk





ATTACHMENTS

- 1. Resolution 91-C-15, Creating a Redevelopment Advisory Committee
- 2. Resolution Dissolving the Redevelopment Advisory Committee
- 3. Resolution Creating a Downtown Advisory Committee

EXHIBITS

- A. Downtown Advisory Committee Bylaw

RESOLUTION NO. 91 C-15

A RESOLUTION OF THE OCEANSIDE COMMUNITY DEVELOPMENT COMMISSION CREATING A REDEVELOPMENT ADVISORY COMMITTEE FOR THE DOWNTOWN REDEVELOPMENT PROJECT

WHEREAS, the Community Development Commission of the City of Oceanside (the "Commission") is engaged in activities necessary and appropriate to carry out the Redevelopment Plan for the Downtown Redevelopment Project (the "Project"); and

WHEREAS, a Project Area Committee has been formed pursuant to the California Community Redevelopment Law (Health & Safety Code, Sections 33000, et seq.) to consult with and advise the Commission concerning those policy matters which deal with the planning and provision of residential facilities or replacement housing, and on other policy matters which affect the residents of the Project area; and

WHEREAS, subdivision (g) of Section 33385 of the Community Development Law contemplates that the Commission may create other committees for the Project area; and

WHEREAS, the Commission desires to create such a committee from qualified residents and business people in the City and the Project area to provide policy and technical consultation and advice to the Commission and its staff on issues affecting the Project area; and

WHEREAS, the committee so created is intended to operate in a consultative and advisory role similar to that of a project area committee under the Community Redevelopment Law, but without its statutory responsibilities, and with the purpose of assuring that a qualified business and technical

1 perspective, with a City-wide as well as a Project area
2 viewpoint, is given to the Commission and its staff on
3 redevelopment implementation activities.

4 NOW, THEREFORE, BE IT RESOLVED by the Oceanside Community
5 Development Commission, as follows:

6 1. There is hereby created and established the
7 Redevelopment Advisory Committee for the Downtown Redevelopment
8 Project, composed of seven (7) members. At least five (5) of
9 the members shall be active in the professional fields of
10 architecture, real estate development, real estate/land use
11 law, commercial real estate sales, asset management,
12 engineering, land planning, or finance. At least two (2) of
13 the members shall be residents of the Project area. At least
14 two (2) of the members shall own or be employed by a business
15 or own property in the Project area. A member may be counted
16 in more than one of the above categories for the purpose of
17 fulfilling the composition requirements.

18 2. Each member shall serve for a three-(3) year term
19 ending on July 1, except that for the initial term, two (2) of
20 the original members shall serve until July 1, 1992, two (2)
21 of the original members shall serve until July 1, 1993, and the
22 remaining three (3) original members shall serve until July 1,
23 1994. The original members filling the respective terms shall
24 be selected by the Commission from volunteers or by random
25 drawing where there are conflicts.

26 3. Nominations to be members of the Committee (whether
27 initially, if a nominee is rejected by the Commission, or if
28 a position become^s vacant) shall be made as follows: each

1 member of the Commission may nominate one or more potential
2 members, one by the Oceanside Chamber of Commerce and one by
3 the Oceanside Merchants Association. A nominee shall become
4 a member of the Committee if approved by a majority of all the
5 members of the Commission.

6 4. The Committee shall consult with and advise the
7 Commission and its staff on such matters as may from time to
8 time be requested by the Commission, including policy, practice
9 and technical matters, with the objective of facilitating the
10 development process and encouraging the timely redevelopment
11 of the Project area by providing businesses and developers with
12 proactive, qualified, community based assistance and guidance
13 during the processing of business licenses and development
14 projects.

15 5. The Committee shall comply with the same laws as the
16 Project Area Committee, such as the Ralph M. Brown Act (public
17 meeting law) and the Political Reform Act of 1974 (conflict of
18 interest law).

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RESOLUTION NO.

A RESOLUTION OF THE COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF OCEANSIDE APPROVING THE DISSOLUTION OF THE REDEVELOPMENT ADVISORY COMMITTEE FOR THE DOWNTOWN REDEVELOPMENT PROJECT AREA AS OF FEBRUARY 1, 2012

WHEREAS, the Community Development Commission of the City of Oceanside ("Commission"), by Resolution No. 91-C-15 established the Redevelopment Advisory Committee for the Downtown Redevelopment Project Area (the "Project") at its April 16, 1991 meeting;

WHEREAS, the Redevelopment Advisory Committee has been in existence since 1991 and the Community Development Commission finds that the Redevelopment Advisory Committee has fulfilled its purpose for the benefit of the citizens of the City of Oceanside pursuant to Health and Safety Code Section 33417.5 (California Redevelopment Law); and

WHEREAS, on December 29, 2011, the California Supreme Court issued its opinion in California Redevelopment Association, et al. v. Matosantos, et al. upholding AB 1X 26, which provides for the dissolution of redevelopment agencies as of February 1, 2012.

NOW, THEREFORE, the Community Development Commission of the City of Oceanside does resolve as follows:

- 1. The Redevelopment Advisory Committee for the Downtown Redevelopment Project Area for the City of Oceanside is dissolved on February 1, 2012.

PASSED AND ADOPTED by the Community Development Commission of the City of Oceanside, California, this _____ day of _____, 2012, by the following vote:

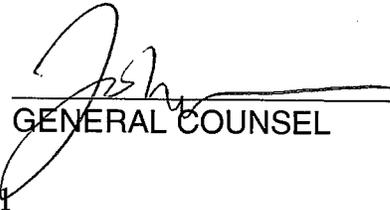
AYES:
NAYS:
ABSENT:
ABSTAIN:

CHAIRMAN _____

ATTEST: _____

APPROVED AS TO FORM: _____

SECRETARY _____


GENERAL COUNSEL

RESOLUTION NO.

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3 A RESOLUTION OF THE COMMUNITY DEVELOPMENT
4 COMMISSION OF THE CITY OF OCEANSIDE CREATING A
5 DOWNTOWN ADVISORY COMMITTEE FOR THE DOWNTOWN
6 PROJECT AREA AND APPROVING THE BYLAWS FOR SAID
7 COMMITTEE

8 WHEREAS, the Community Development Commission ("Commission") of the City of
9 Oceanside is engaged in activities necessary for the Downtown Project Area; and

10 WHEREAS, due to the December 29, 2011, California Supreme Court decision
11 regarding the California Redevelopment Association, et al. v. Matosantos, et al., the Court
12 upheld AB 1X 26, which provides for the dissolution of redevelopment agencies as of
13 February 1, 2012; and

14 WHEREAS, the Commission desires to create the Downtown Advisory Committee to
15 replace the Redevelopment Advisory Committee;

16 WHEREAS, the Commission desires to create such a committee from qualified
17 residents and business people in the City to provide policy and technical consultation and
18 advice to the Commission and its staff on issues affecting the Downtown Project Area; and

19 WHEREAS, the committee so created is intended to operate in a consultative and
20 advisory role with the purpose of assuring that a qualified business and technical perspective,
21 with a City-wide viewpoint, is given to the Commission and its staff on downtown activities.

22 NOW, THEREFORE, the Community Development Commission of the City of
23 Oceanside does resolve as follows:

24 SECTION 1. There is hereby created and established the Downtown Advisory
25 Committee for the Downtown Project Area, composed of seven (7) members. At least one (1)
26 member shall be from the Community At Large. At least one (1) member shall be a
27 representative of the Oceanside Chamber of Commerce. At least one (1) member shall be a
28 representative of MainStreet Oceanside. At least one (1) member shall be a residential
owner-occupant within the Downtown Project Area. At least one (1) member shall be a
Business Owner within the City of Oceanside. At least one (1) member shall be an
Oceanside Planning Commissioner. At least one (1) member shall be qualified in the real

1 estate professions such as architecture, real estate development, real estate/land use law,
2 commercial real estate sales, asset management, engineering, land planning, or finance.

3 SECTION 2. Each member shall serve for a three (3) year term ending on July 1,
4 except for the initial term, three (3) members shall serve an initial three (3) year term, two (2)
5 members shall serve an initial two (2) year term, and two (2) members shall serve an initial
6 one (1) year term. The initial term of membership for each committee member shall be
7 determined by a draw of lots at the first regularly scheduled meeting of the committee.
8 Thereafter, regular members shall serve terms of three (3) years.

9 SECTION 3. The Committee shall consult with and advise the Commission and its
10 staff on such matters as may from time to time be requested by the Commission, including
11 policy, practice and technical matters, with the objective of facilitating the development
12 process and encouraging the timely development of the Downtown Project Area by providing
13 businesses and developers with proactive, qualified, community based assistance and
14 guidance.

15 SECTION 4. The Committee shall comply with the Ralph M. Brown Act (public meeting
16 law) and the Political Reform Act of 1974 (conflict of interest law).

17 SECTION 5. Appointments to the Committee shall be in accordance with Oceanside
18 City Code Section 2.1.64.

19 SECTION 6. The Bylaws for the Downtown Advisory Committee attached as Exhibit
20 "A" are hereby approved.

21 PASSED AND ADOPTED by the Community Development Commission of the City of
22 Oceanside, California, this _____ day of _____, 2012, by the following vote:

23 AYES:
24 NAYS:
25 ABSENT:
26 ABSTAIN:

27 ATTEST:

28 _____
SECRETARY

CHAIRMAN _____

APPROVED AS TO FORM:


GENERAL COUNSEL

BYLAWS OF THE CITY OF OCEANSIDE
DOWNTOWN ADVISORY COMMITTEE

ARTICLE I. THE COMMITTEE

Section 1.1 Downtown Advisory Committee

The name of the Committee shall be the City of Oceanside Downtown Advisory Committee (hereinafter referred to as Committee).

Section 1.2 Purpose

The purpose of the Committee shall be to consult with and advise the Community Development Commission and its staff on such matters as may from time to time be requested by the Commission, including policy, practice and technical matters, with the objective of facilitating the development process and encouraging the timely development of the Downtown Project Area by providing businesses and developers with proactive, qualified, community based assistance and guidance during the processing of business licenses and development projects. All matters requiring Commission action and relating to the abatement, extension or modification of a non-conforming use or building in the Downtown Project Area shall first be considered by the Downtown Advisory Committee at a regular meeting thereof.

ARTICLE II. MEMBERSHIP

Section 2.1 Composition

a. The Committee shall hereby be composed of seven (7) members. One (1) member shall be from the Community At Large. One (1) member shall be a representative of the Oceanside Chamber of Commerce. One (1) member shall be a representative of MainStreet Oceanside. One (1) member shall be a residential owner-occupant within the Downtown Project Area. One (1) member shall be a Business Owner within the City of Oceanside. One (1) member shall be an Oceanside Planning Commissioner. One (1) member shall be qualified in the real estate professions such as architecture, real estate development, real estate/land use law, commercial real estate sales, asset management, engineering, land planning, or finance.

b. Applications for membership, including alternate membership, shall be encouraged from the City-wide general public, qualified in the above noted categories.

c. The Commission shall seek to appoint members in the above noted categories. However, if the above qualifications cannot be met, the Chairperson of the Commission may nominate general residents to membership instead.

Section 2.2 Terms of Membership

The initial terms of membership for regular voting members shall be staggered, with the effective date of the Resolution establishing the Committee being the official date on which each term begins. Three (3) members shall serve an initial three (3) year term, Two (2) members shall serve an initial two (2) year term, and two (2) members shall serve an initial one (1) year term. The initial term of membership for each committee member shall be determined by a draw of lots at the first regularly scheduled meeting of the committee. Thereafter, regular members shall serve terms of three (3) years.

Section 2.3 Termination of Membership

All members serve at the pleasure of the Community Development Commission and may be removed during a term. Membership in the committee shall automatically terminate upon any of the following occurrences:

- a. The expiration date of the term of membership;
- b. The member has three unexcused absences per fiscal year from regular committee meetings without cause and/or without notifying the Chairperson or City Staff.
- c. The member has a less than 60% attendance record each fiscal year (includes excused and unexcused absences);
- d. The member fails to attend one committee training each term;
- e. Upon removal by a majority of the Community Development Commission, with or without cause;
- f. The member fails to complete and submit the required financial interest disclosure forms to the City Clerk's Office by the specified due date.

Section 2.4 Resignation

Any Committee member may resign at any time by giving written notice to the Mayor of the City of Oceanside, the Chairperson of the Committee and the City Clerk. Any such resignation shall be effective upon receipt or upon any date specified therein. The acceptance of such resignation shall not be necessary to make it effective.

Section 2.5 Vacancy

When a vacancy occurs, the Mayor shall appoint an applicant to fill the vacancy, subject to the provisions and appointment procedures outlined in Chapter 2, article 2.1 of the City code. All alternates will be considered for open regular voting member positions. Vacancies will be filled as expeditiously as is feasible.

ARTICLE III. OFFICERS

Section 3.1 Officers

The officers of the Committee shall consist of a Chairperson and a Vice-Chairperson, who each must be a regular voting Committee member.

Section 3.2 Chairperson

The Chairperson shall preside at all meetings of the Committee. The Chairperson shall appoint subcommittees as approved by the Committee and represent the Committee at public functions as designated by the Committee or Community Development Commission. The Chairperson and the City Manager appointed staff member will jointly share the responsibility of setting items for the agenda. In case of disagreement, the disputed item will be placed on the agenda and the Committee will decide by majority vote if the item will be heard.

Section 3.3 Vice-Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson. In the event of the resignation, death or removal of the Chairperson, the Vice-Chairperson shall assume the Chairperson's duties until such time as the Committee shall elect a new Chairperson, pursuant to Section 3.6 concerning vacancies.

Section 3.4 Additional Duties

At times, officers of the Committee shall perform duties and functions at the request of the Committee or staff, incidental to the offices held by such officers.

Section 3.5 Election

The Chairperson and Vice-Chairperson shall be elected by the Committee at one of its initial meetings and annually thereafter at a designated regular meeting from among the Committee members, who shall each hold office for a term of one (1) year or until their successors are elected and qualified. An officer may serve successive terms of office.

Section 3.6 Vacancies

Should the office of Chairperson or Vice-Chairperson become vacant, the Committee shall elect a successor from among its members at the next regular or special meeting, and the office shall be held for the unexpired term of office.

ARTICLE IV. MEETINGS

Section 4.1 Regular Meetings

Regular meetings shall be held quarterly on a specified day and time as approved by the Committee. In the event that the regular meeting date is a legal holiday of the City, then any such regular meeting shall be held on the next business day or as agreed upon by the Committee members at a prior meeting.

Section 4.2 Special Meetings

Special meetings may be held upon call of the Chairperson or the Vice-Chairperson acting on the behalf of the Chairperson or of the majority of the membership of the Committee, for the purpose of transacting any business designated in the call, after notification of all members of the Committee by written notice personally delivered or mailed at least 24 hours before the time specified

in the notice of the meeting. At such special meeting, no business other than that designated in the call should be considered.

Section 4.3 Adjourned Meetings

Any meeting of the committee may be adjourned to another meeting providing the adjournment indicates the date, time, and place of the adjourned meeting. Committee members absent from the meeting at which adjourned decision is made shall be notified by the Chairperson of the continued meeting.

Section 4.4 Meetings to be Open and Public

All meetings of the Committee and its standing committees shall be open and public to the extent required by the California State Brown Act. All persons shall be permitted to attend any such meetings, except as otherwise provided by law.

Section 4.5 Quorum

A majority of the Committee membership shall constitute a quorum for the purpose of conducting the Committee business, exercising its powers and all other purposes, but less than a majority of the Committee membership may adjourn the meeting from time to time until a quorum is obtained.

Section 4.6 Attendance at Meetings

All members of the Committee, regular voting and alternates, shall be required to attend all Committee meetings unless such member has been excused from participation.

Section 4.7 Voting

A simple majority of those Committee members present shall be required for approval or denial of any action brought before the Committee.

Section 4.8 Excused Absences

A member's absence from a meeting shall be excused if, prior to the meeting from which a member will be absent, the member notifies the Chairperson or City staff of his/her intent to be absent. At each meeting, after the meeting has been called to order the Chairperson shall report to the committee the name of any member who has so notified the Chairperson or staff of his or her intent to be absent.

Section 4.9 Absence of Regular Member

When a regular voting member is absent from a meeting, an alternate shall be seated and will participate in the Committee proceedings in place of the absent regular voting member. Alternate members will take turns filling in for an absent regular voting member. An alternate member shall have voting privileges only when acting in the stead of an absent regular member.

Section 4.10 Order of Business

The order of business shall be established by the Committee. Agendas shall be published and posted in compliance with applicable state and local laws and rules. Provisions will be made for citizens with disabilities by contacting City staff.

Section 4.11 Rules of Order

All business and matters before the Committee shall be transacted in conformance with Article I of Chapter 2 of the Oceanside City Code to the extent applicable to the business of this committee.

Section 4.12 Off-Agenda Items

No off-agenda items shall be acted upon or discussed by the committee. Committee members, staff and/or public may announce off-agenda matters of concern. Each off-agenda matter shall be automatically referred to staff for resolution or placed on the next available Committee agenda.

ARTICLE V. RECORDS, REPORTS, AND ANNUAL WORKPLAN

Section 5.1 Meeting Records

The Committee shall keep minutes of all meetings, which shall be open for inspection by any member of the public. Minutes should contain detailed voting records by Member, and by specific action. Upon approval of meeting minutes by the Committee, copies of such minutes shall be distributed to the Executive Director and the Community Development Commission.

Section 5.2 Reports Submitted to Community Development Commission

The Committee shall submit copies of all written reports, studies, and correspondence sent to public agencies to the Executive Director and Community Development Commission upon distribution of the original document.

Section 5.3 Presentation of Annual Workplan

The Committee shall submit to the Community Development Commission, no later than three months after the initial seating of the committee members, and no later than June 30 of each following year, a comprehensive workplan indicating specific goals and objectives proposed for the fiscal year to support the purpose and scope of responsibilities as described in Section 1.2. The Committee will have an annual workshop with the Community Development Commission to discuss the proposed fiscal year workplan.

ARTICLE VI. REPRESENTATION BEFORE PUBLIC BODIES

Section 6.1 Representation

Any official representations on behalf of the committee before the Community Development Commission, or any public body, shall be made by the Chairperson, the Vice-

Chairperson in the Chairperson's absence, or a member of the Committee specifically designated by the Committee.

Section 6.2 Statement of Minority Views

All reports by City staff and all official representation on behalf of the Committee pursuant to Section 4.1 and 4.2 on matters that have been approved or disapproved by the Committee shall, in addition to a statement of majority vote, include a brief statement of any minority opinions on the matter, as incorporated in the Official Minutes of the Committee.

ARTICLE VII. COMMITTEES AND APPOINTMENTS

Section 7.1 Establishment

The Committee shall have the authority to and may establish standing or ad-hoc committees as necessary to accomplish the purposes set forth in Section 1.2 herein. Committees may meet to discuss specific issues within the scope of responsibility for the Committee and to make recommendations for action by the Committee. Membership composition and terms shall be determined by the Committee for any committee created; however, no committee shall consist of more than two (2) Committee members, as not to cause a majority of Committee members to serve on one (1) committee.

Section 7.2 Appointment of Committee Members

Members on a standing or ad-hoc committee shall be appointed by the Chairperson with the approval of a majority of the Committee members.

Section 7.3 Committee Reports

Committee(s) shall from time to time make reports, written or verbal, to the Committee.

ARTICLE VIII. MISCELLANEOUS

Section 8.1 Commission Member Liaisons to Committee

The Chairperson of the Community Development Commission shall appoint to the Committee, subject to approval of the Community Development Commission, one (1) member of the Community Development Commission to serve as a non-voting ex-officio member of the Committee. Said ex-officio member shall serve as a liaison between the Community Development Commission and the Committee, shall from time-to-time inform the Community Development Commission of the activities and issues addressed by the Committee, and shall assist the Committee in promoting recommendations made to the Community Development Commission. Council liaisons will make every effort to attend all committee meetings.

Section 8.2 City Assistance to Officers and Committee

The City Manager shall appoint staff to assist the Committee officers and members, as necessary in such activities as setting and conducting meetings, preparing meeting agendas and minutes and responding to requests for assistance from Committee members.

Section 8.3 Procedural Situations Not Addressed

In procedural situations not addressed in the body of the Committee bylaws, the determination of the situation shall be subject to the jurisdiction of the City Attorney's Office.