

1 RESOLUTION NO. 15-63

2 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN AMENDING RULES
3 AND OPERATING PROCEDURES OF THE ECONOMIC DEVELOPMENT COMMISSION

4 THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY RESOLVE THE
5 FOLLOWING IN REGARDS TO THE
6 ECONOMIC DEVELOPMENT COMMISSSION
7

8 WHEREAS, the City Council established the Economic Development Commission to enhance the
9 City of Auburn's business environment and economic base while preserving and enhancing the
10 social, natural, and financial resources of the community.

11 WHEREAS, on June 28, 2010, the City Council adopted Rules and Operating Procedures for the
12 Economic Development Commission by Resolution Number 10-76; and

13 WHEREAS, the City Council wishes to update and clarify the Rules and Operating Procedures for
14 the Commission.

15 NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY
16 RESOLVE:

17 Resolution No. 10-76 is amended to read as follows:

18 **RESPONSIBILITIES OF THE ECONOMIC DEVELOPMENT COMMISSION.**

19 The Economic Development Commission shall:

- 20 (A) Review and make recommendations to the City Council on issues concerning economic
21 development. This includes but is not limited to the following:
- 22 1) Funding and in-kind requests from the Chamber of Commerce, Downtown Business
23 Association, Old Town Auburn Business Association, Auburn Town Center
24 Association and all other business/ non-profit associations.
 - 25 2) Funding and in-kind requests for special events.
- 26 (C) Advise the City Council in matters related to the City of Auburn's business
27 environment and economic base.
- 28 (D) Design and promote an economic development plan based on the needs and views of the
business and residential community of Auburn.
- (E) Facilitate the creation of jobs in the City of Auburn in both existing and new businesses.

- 1 (F) Champion assistance to new and existing businesses.
- 2 (G) Promote the City of Auburn as a destination point with emphasis on lodging, food,
- 3 recreation, entertainment, and the arts.
- 4 (H) Encourage doing business locally.
- 5 (I) Submit an annual budgeted work plan in May of each year for approval by the City
- 6 Council (the City Council must approve the budget prior to expenditure) and return in
- 7 January of each year to provide a mid-year status update.
- 8 (J) Follow the rules of the operating procedures described in this Resolution

8 **COMMISSIONER APPOINTMENTS, TERMS AND VACANCIES.**

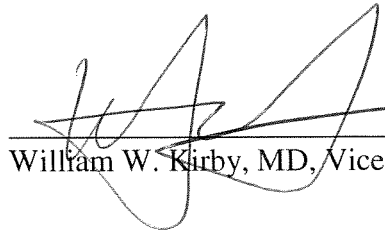
- 9 (A) The Economic Development Commission members shall be appointed by the City Council
- 10 and serve at its pleasure. The Commission shall be composed of 11 members: two (2)
- 11 City Council -Members, three (3) representatives from the business community, one (1)
- 12 representative from the Auburn Chamber of Commerce, one (1) representative from the
- 13 Downtown Business Association, one (1) representative from the Old Town Business
- 14 Association, one (1) representative from the Auburn Airport Business Park Association,
- 15 one (1) representative from the Highway 49 Business Association and one (1) at-large
- 16 member. The Chair position of the Economic Development Commission must rotate
- 17 among its members annually.
- 18 (B) The term of office for Commissioners shall be 2 years. The City Council may adjust the
- 19 commission size by minute action.
- 20 (C) City of Auburn residency shall be required for a majority of the Committee. At a
- 21 minimum, City of Auburn residency shall be required for the two (2) City Council
- 22 members and two (2) other members.
- 23 (D) Members will not be limited to the number of terms that he or she may serve.
- 24 (E) Any commission member may be removed with or without cause by a majority vote of the
- 25 City Council.

22 **MEETINGS**

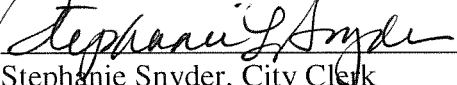
- 23 (A) A Quorum shall consist of a majority of filled seats.
- 24 (B) A majority vote of present members shall be sufficient to adopt a motion
- 25 (C) The Committee shall comply with the Ralph M. Brown Act, Government Code § 54950 et
- 26 seq., as required by Government Code § 54952(b).
- 27 (D) All meetings of the Committee shall be held within the City boundaries, and if possible
- 28 shall be held in City Hall, located at 1225 Lincoln Way, Auburn, California.
- (E) All meetings shall be conducted in accordance with Robert's Rules of Order

- 1 (F) Any meeting may be adjourned to a time and place stated in the Order of Adjournment.
2 Less than a quorum may so adjourn from time to time. If all members are absent, the
3 Secretary may declare the meeting adjourned to a stated time and place and shall cause
4 such notice to be given in the same manner as for special meetings.
- 5 (G) Special meetings may be called at any time at the direction of the chairperson or by a
6 majority of the Committee. Twenty-four hours advance notice of special meetings shall be
7 provided by the chairperson stating the time, place, and business to be transacted. The
8 public shall be notified through the City's regular communications and procedures.
- 9 (H) The Committee shall take and maintain meeting minutes, including a complete record of
10 all transactions, findings, and determinations and present a full statement to the City
11 Council upon request. A signed copy of meeting minutes shall be filed with the City Clerk.

12 DATED: June 22, 2015

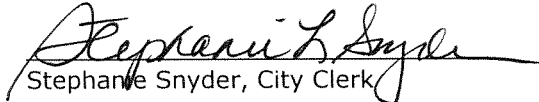
13 
14 William W. Kirby, MD, Vice Mayor

15 ATTEST:

16 
17 Stephanie Snyder, City Clerk

18 I, Stephanie Snyder, City Clerk of the Auburn City Council, hereby certify that the
19 foregoing resolution was duly passed at a regular meeting of the Auburn City Council held on the
20 22nd day of June 2015 by the following vote on roll call:

21 Ayes: Powers, Berlant, Spokely Kirby
22 Noes:
23 Absent: Nesbitt

24 
25 Stephanie Snyder, City Clerk