

CITY COUNCIL OF THE CITY OF NOVATO

RESOLUTION NO. 2017-074

RESOLUTION AMENDING RESOLUTION 71-07 AND  
RESTATING THE NOVATO ECONOMIC DEVELOPMENT  
ADVISORY COMMISSION'S ROLE, DUTIES, AND  
INCREASING MEMBERSHIP FROM FIVE TO SEVEN  
MEMBERS

WHEREAS, the City Council established the Novato Economic Advisory Committee on March 2, 1993; and

WHEREAS, the Novato Economic Advisory Committee at the direction of the City Council assisted on the formulation of the adopted Economic Development and Fiscal Vitality Element in the updated General Plan and recommended that the City Council begin implementation of this Element by creating an Economic Development Commission (EDC) (Resolution 37-96) to develop an Economic Development Master Plan and other implementation steps; and

WHEREAS, at its May 19, 1998 meeting the City Council approved reduction of the Commission from nine to five members (Resolution 80-98); and

WHEREAS, at its December 14, 1999 meeting the City Council disbanded the remnant Economic Development Commission and the Downtown Specific Plan Steering Committee and directed that the EDC be reestablished as a broader advisory commission providing oversight and policy guidance and recommendations on implementation of the Economic Element of the General Plan. This was done with Resolution 23-00 on February 22, 2000; and

WHEREAS, on February 22, 2005, the City Council determined that residents who are interested and who live outside the City limits should have an opportunity to serve on some of Council's Boards, Commissions, and Committees; and

WHEREAS, at its May 14, 2007 workshop the City Council directed staff to prepare and bring back for Council consideration those documents necessary to change the name and reduce membership from seven (7) to five (5); and

WHEREAS, after operating for almost ten years without any changes to the resolution re-establishing the Commission (Resolution No. 71-07), upon the recommendation of the City Manager and the Commission, the City Council considers it appropriate to revisit the Commission's role, duties and membership make-up and adopt modifications.

NOW, THEREFORE, BE IT RESOLVED that Resolution 71-07 be amended and restated in its entirety to read as follows:

## 1. MEMBERSHIP

- a. The Economic Development Advisory Commission (“EDAC” or “Commission”) shall consist of seven (7) voting members who are residents and/or employees and/or business owners within the City limits to be appointed by the City Council on staggered two year terms, and up to two (2) ex-officio (non-voting) members designated by the Commission representing expertise in economic development matters. Four (4) of the voting members shall be Novato residents and three (3) shall have relevant expertise in business and industry that will help the Commission and City promote economic vitality, stability and growth.
- b. Each and every voting member will make every effort to attend each Commission meeting. Members missing more than 25% of meetings held in each twelve-month period from the anniversary of their appointment are subject to removal as per Council policy.
- c. At any time, the Commission may recommend to the City Council the replacement of a Commission member in the event it is in the best interest of the Commission.
- d. The Commission shall select a Chair and Vice-Chair. A Chair can only serve a one year term every three years per Council policy.
- e. Each voting member shall serve a two-year staggered term which may be extended by the City Council.
- f. Membership should represent areas including but not limited to: Downtown, Retail, Environmental, Shopping Centers (large/small, geographic areas), Small and Large Employers, Commercial Real Estate Brokerage, Legal Counsel, Financing, Regional and local interests. Demographic diversity will also be a consideration.

## 2.. DUTIES

The Commission shall be advisory to the City Council and City Staff and shall review and recommend programs and policies that will help advance the economic interest and vitality of the City, its residents and businesses. The Commission may also provide input to the City Council on updates to the General Plan. The Commission shall also have the following duties:

- a. Review and recommend to City Council an Economic Development Work Plan (EDWP). The Commission shall be informed of the EDWP’s implementation and give, in concert with staff, updates to the City Council at least once a year or as appropriate, summarizing the City’s accomplishments in implementing the EDWP.

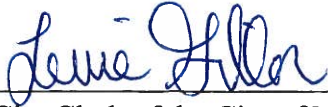
- b. Support public/private partnerships and initiatives that will further the implementation of the City's EDWP.
- c. Encourage programs, policies and training that will help businesses grow, prosper and want to be located in Novato.
- d. Work with business organizations, County business partners, educational partners and economic sectors to promote local trade, business training, job fairs and business expos.
- e. Explore opportunities to facilitate the growth of new/emerging and high paying industries.
- f. Review and recommend a strategy that clearly states Novato's economic development goals and desired types of businesses and jobs.
- i. Support marketing programs/tours for targeted businesses and industries.
- j. Work with the Marin Economic Forum and other regional businesses to promote the City's retention and recruitment of targeted industries and companies.
- k. Provide timely updates to keep City Councilmembers, City staff, residents and businesses informed about changes in the local and regional economies and what new and emerging opportunities there are for the City to strengthen its economy.
- l. Each year the Commission shall prepare a brief summary report that highlights the work of the Commission accomplished during the previous fiscal year for Council consideration.

4. This resolution shall take effect on October 24, 2017.

\* \* \* \* \*

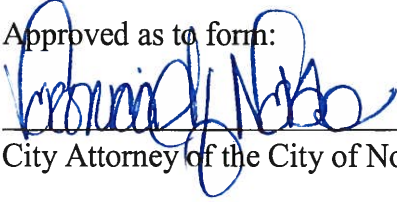
I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the City Council of the City of Novato, Marin County, California, at a meeting thereof, held on the 24<sup>th</sup> day of October, 2017, by the following vote, to wit:

AYES:	Councilmembers	Drew, Eklund, Fryday, Lucan, Athas
NOES:	Councilmembers	None
ABSTAIN:	Councilmembers	None
ABSENT:	Councilmembers	None



\_\_\_\_\_  
City Clerk of the City of Novato

Approved as to form:



\_\_\_\_\_  
City Attorney of the City of Novato