

**PROCEDURES FOR THE
ESTABLISHMENT OF A REDEVELOPMENT ADVISORY COMMITTEE
FOR THE PLACERVILLE REDEVELOPMENT PROJECT**

I. [§100] PURPOSE

The purpose of these PROCEDURES FOR THE ESTABLISHMENT OF A REDEVELOPMENT ADVISORY COMMITTEE FOR THE PLACERVILLE REDEVELOPMENT PROJECT (the “Procedures”) is to provide for the formation and operation of a citizens committee to provide advice and consultation to the Redevelopment Agency of the City of Placerville and, as applicable, the City Council of the City of Placerville in connection with decisions and activities undertaken to implement the Redevelopment Plan for the Placerville Redevelopment Project. The name of the committee shall be the “Redevelopment Advisory Committee for the Placerville Redevelopment Project” (hereinafter referred to as the “RAC”).

II. [§200] DEFINITIONS

A. [§201] Agency

“Agency” means the Redevelopment Agency of the City of Placerville, California, and any Agency or City staff, consultants, assignees, or delegates who may be assigned the duties and responsibilities for carrying out these Procedures.

B. [§202] Business

“Business” means any lawful activity, conducted for the purpose of making a profit and primarily for the following:

1. The purchase, sale, lease, or rental of personal or real property and the manufacture, processing, or marketing of products, commodities, or other personal property; or
2. The sale of services to the public; or
3. Any other legally defined business purpose.

C. [§203] Business Owner

“Business Owner” means any person or legal entity that presents satisfactory evidence of ownership and operation of a business within the Project Area. Business Owner shall include any person or legal entity that (1) owns real property located within the Project Area and rents or leases such real property to others for business or residential uses, or (2) owns and holds real property within the Project Area as an investment.

D. [§204] City

“City” means the City of Placerville, California.

E. [§205] Existing Community Organization

“Existing Community Organization” means any existing nonprofit corporation or association of persons and/or entities which has its headquarters or a site office within the Project Area or has a substantial number of constituents who are persons and/or entities who reside or conduct business in the Project Area formed for the purpose of serving the community and generally recognized by persons within the Project Area as a community organization.

F. [§206] Project

“Project” means the Placerville Redevelopment Project which is proposed to be adopted pursuant to the Community Redevelopment Law of the State of California (Health and Safety Code Section 33000 et seq.) and for which a preliminary plan was adopted by the Planning Commission of the City of Placerville on September 21, 2010, by Resolution No. 2010-02 (the “Preliminary Plan”).

G. [§207] Project Area

“Project Area” means the area selected and designated by the Planning Commission of the City of Placerville as the project area by Resolution No. 2010-02, adopted on September 21, 2010, and described in the Preliminary Plan.

H. [§208] Redevelopment Advisory Committee (“RAC”)

“Redevelopment Advisory Committee,” or “RAC,” means the Redevelopment Advisory Committee formed in accordance with these Procedures for the Project Area.

I. [§209] Residential Owner-Occupant

“Residential Owner-Occupant” means any person who presents satisfactory evidence of ownership and occupancy of a residential dwelling located within the Project Area as his or her principal place of residence.

J. [§210] Residential Tenant

“Residential Tenant” means any person who presents satisfactory evidence of lawful rental and occupancy of a residential dwelling located within the Project Area as his or her principal place of residence.

III. [§300] ESTABLISHMENT OF REDEVELOPMENT ADVISORY COMMITTEE

A. [§301] Composition of the RAC

The RAC shall be composed of members from the following categories: (1) Residential Owner-Occupants; (2) Residential Tenants; (3) Business Owners; and (4) representatives of Existing Community Organizations.

B. [§302] Total Membership; Methods of Selection

The total membership of the RAC shall be seven (7), divided among the membership categories as follows:

1. One (1) member shall be a Residential Owner-Occupant;
2. One (1) member shall be a Residential Tenant;
3. Two (2) members shall be Business Owners; and
4. Three (3) members shall be representatives (one each) from the following Existing Community Organizations: the Placerville Drive Business Association; the Placerville Downtown Association; and the Broadway Village Association.

C. [§303] Public Meeting(s) to Explain Redevelopment Advisory Committee

Following the City Council's adoption of the Redevelopment Plan, the Agency shall conduct at least one (1) public meeting to explain the establishment of, functions of and opportunity to serve on the Redevelopment Advisory Committee.

Notice of the public meeting(s) shall be published and mailed in the manner set forth in Section 307 of these Procedures. The notice shall specify the date, time and place of the public meeting(s), shall include a statement generally describing the purpose of the meeting(s) and shall contain a general description, in text or by diagram, of the Project Area.

At the public meeting(s):

1. Copies of the following shall be distributed:
 - a. These Procedures;
 - b. The Redevelopment Plan for the Project Area;
 - c. The Five-Year Implementation Plan for the Project Area; and

- f. Any other information the Agency determines would be useful.
2. The Agency shall briefly describe the proposed Project, the role of the RAC in connection therewith, and the eligibility to serve on and required composition and size of the membership of the RAC.
3. The Agency shall also briefly explain these Procedures.
4. Finally, the Agency shall respond to any questions from the audience.

D. [§304] Appointment of RAC Members

The Agency shall appoint the individual RAC members and shall select the Existing Community Organizations that will appoint a representative on the RAC. Vacancies on the RAC shall be also be appointed by the Agency.

E. [§305] Appointment of Representatives by Existing Community Organizations

Each of the Existing Community Organizations selected to serve on the RAC shall appoint one person, 18 years of age or older, to serve as the representative RAC member for that organization. The names of all persons so appointed shall be submitted to the Agency promptly following the selection referred to in Section 304.

F. [§306] Confirmation of RAC Members

The Agency shall hold a meeting to announce the names of all the Redevelopment Advisory Committee members, including the names of the members appointed to represent Existing Community Organizations. Notice of this meeting shall be provided in the manner set forth in Section 307.

G. [§307] Notice Requirements

All notices required to be given pursuant to these Procedures shall be published once in a newspaper of general circulation within the City at least ten (10) days prior to the scheduled event and, to the extent mailing addresses are obtainable at a reasonable cost, shall be mailed to all residents, businesses, and community organizations within the Project Area. The Agency shall be responsible for compiling a mailing list and shall make a good faith effort to obtain mailing addresses for all residents, businesses, and community organizations at a reasonable cost. The notices shall be mailed by first-class mail but may be addressed to "Occupant." In lieu of mailing separate notices for each meeting, hearing, or plebiscite, the Agency may provide a single combined notice setting forth all the dates, times, and locations of all meetings, hearings, or plebiscites.

In addition, the Agency may post notices, distribute flyers, or undertake such other actions as it deems necessary or advisable in order to further inform Residential Owner-

Occupants, Residential Tenants, Business Owners, and Existing Community Organizations of the establishment of the RAC.

IV. [§400] OPERATION OF THE RAC

A. [§401] Purpose of RAC

The RAC shall provide advice and consultation to the Agency and, as applicable, the City Council, on matters pertaining to the redevelopment of the Placerville Redevelopment Project, in particular, the following:

1. Those matters that deal with the planning and provision of new residential, commercial or industrial facilities within the Project Area;
2. Those matters that deal with the preservation, conservation and rehabilitation of existing residential, commercial or industrial facilities within the Project Area;
3. Those matters that deal with the planning and provision of new or improved public improvements and facilities within the Project Area; and
4. Other policy matters that affect the businesses and residents of the Project Area, including more particularized goals and objectives for redevelopment and the establishment of priorities for individual redevelopment projects and expenditures; and
5. Any other matters regarding the Project Area that may be submitted to the RAC by the Agency or the City Council.

B. [§402] Compensation of RAC Members

The members of the RAC shall serve without compensation.

C. [§403] Conduct of Meetings

The members of the RAC shall adopt bylaws governing the conduct of meetings by the RAC. Meetings shall be conducted in accordance with Roberts' Rules of Order and the Ralph M. Brown Open Meeting Act. The Agency shall designate a staff member to provide support to the RAC, including assistance with the preparation and mailing of meeting agendas and minutes.

D. [§404] Conflicts of Interest

In conformance with the California Political Reform Act, members of the RAC shall submit annual conflict of interest statements to the City Clerk of the City of Placerville.

D. [§404] Duration of RAC

The RAC shall be and remain established for the duration of the effectiveness of the Redevelopment Plan.

V. [§500] AMENDMENT OF PROCEDURES

The City Council may amend these Procedures as necessary and desirable.