

RESOLUTION NO. 2002-029

ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO

ON DATE OF

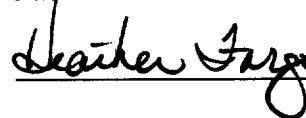
JUL 18 2002

**APPROVAL OF CONVERSION OF THE FRANKLIN BOULEVARD PROJECT AREA
COMMITTEE TO THE FRANKLIN BOULEVARD REDEVELOPMENT ADVISORY
COMMITTEE AND APPROVAL OF THE FRANKLIN BOULEVARD
REDEVELOPMENT ADVISORY COMMITTEE BY-LAWS**

BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF
SACRAMENTO:

Section 1. The Redevelopment Agency of the City of Sacramento approves the conversion of the Franklin Boulevard Project Area Committee (PAC) to the Franklin Boulevard Redevelopment Advisory Committee (RAC) in the City of Sacramento in the form of Attachment II.

Section 2. The Redevelopment Agency of the City of Sacramento approves the Franklin Boulevard Redevelopment Advisory Committee by-laws as written in Attachment III.



CHAIR

ATTEST:



SECRETARY

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RESOLUTION NO.: 2002-029
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(7)

CERTIFIED AS TRUE COPY
of Resolution No. 93-131

MAR 22 1993

DATE CERTIFIED Miriam Q. Burrows
CITY CLERK CITY OF SACRAMENTO

RESOLUTION NO. 93-131

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF MAR 16 1993

**FORMATION OF A PROJECT AREA COMMITTEE
FOR THE FRANKLIN BOULEVARD REDEVELOPMENT PROJECT**

WHEREAS, Section 33210 of the California Community Redevelopment Law (Health and Safety Code Section 33000 et seq.) authorized two or more redevelopment agencies to jointly exercise the powers granted by the Community Redevelopment Law ("CRL"); and

WHEREAS, the proposed Franklin Boulevard Redevelopment Project encompasses properties within the jurisdiction of the County of Sacramento and the City of Sacramento; and

WHEREAS, the Policy Planning Commission of the County of Sacramento and the Planning Commission of the City of Sacramento have by separate resolutions selected the boundary and formulated and approved the Preliminary Plan for the proposed Franklin Boulevard Redevelopment Project; and

WHEREAS, Section 33385(a) of the California Health and Safety Code provides that the legislative bodies shall call upon the residents and existing community organizations in a redevelopment project area, within which a substantial number of low and moderate income families are to be displaced by the redevelopment project, to form a project area committee; and

WHEREAS, Section 33385(b) of the California Health and Safety Code requires the Board of Supervisors and the City Council to adopt a procedure for the formation of a project area committee which is representative of the Project Area.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO:

Section 1: The City Council hereby finds and determines that the Franklin Boulevard Redevelopment Project may result in the displacement of a substantial number of low and moderate income families.

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DATE ADOPTED: MAR 16 1993

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Section 2: The City Council hereby calls upon the residents, businesses and existing community organizations within the Project Area to form a project area committee for the Franklin Boulevard Redevelopment Project.

Section 3: The "Procedure for Formation, Recruitment and Operation of the Franklin Boulevard Project Area Committee" attached as Attachment IV and incorporated herein by this reference is hereby adopted.

Section 4: The Executive Director of the Sacramento Housing and Redevelopment Agency, or his designee, is hereby authorized and directed to take all steps and actions necessary and appropriate to implement the Procedure attached hereto and form a Project Area Committee for the Project Area.

JOE SERINA, JR.

MAYOR

ATTEST:

VALERIE BURROWES

CITY CLERK

File: staffres/frankpac.c

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RESOLUTION NO.: 93-131

DATE ADOPTED: MAR 16 1995

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**Procedure For Formation, Recruitment And Operation of
the Franklin Boulevard Redevelopment Advisory
Committee
(RAC BYLAWS)**

I. PURPOSE

The Franklin Boulevard Redevelopment Advisory Committee (Committee) is established to encourage citizen participation in the redevelopment planning process and to provide community forums to propose and review community goals and objectives on matters within its jurisdiction.

The Committee is an advisory committee to the City Council of the City of Sacramento (City), the Board of Supervisors of the County of Sacramento (County), the Sacramento Housing and Redevelopment Commission (Commission), the Redevelopment Agency of the County of Sacramento (County Agency), and the Redevelopment Agency of the City of Sacramento (City Agency), (the Commission, County Agency, City Agency, collectively the Agency) regarding adoption of the Redevelopment Plan (Redevelopment Plan) for the proposed Franklin Boulevard Redevelopment Area (Redevelopment Area), and on all policy matters within the Agency's control that affect the Redevelopment Area.

The Committee is authorized to:

- a. Provide advice concerning those policy matters which deal with planning and promotion of residential facilities or replacement housing for those who may be displaced by project activities, and other policy matters which affect the residents of the Redevelopment Area.
- b. Review and comment upon proposed Agency funded activities and assist in the formulation of projects and programs to meet identified goals and objectives, including housing programs.
- c. Comment upon the implementation of community development plans and programs.

II. AREA OF JURISDICTION

The Committee shall have jurisdiction in the Redevelopment Area which is described in Exhibit A, attached.

III. FORMATION

- a. The County Board of Supervisors and the City Council shall call upon residents, owners of real property or businesses in the proposed Redevelopment Project

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Area, and representatives of existing community organizations within the proposed redevelopment area to form a Redevelopment Advisory Committee (RAC).

- b. The Agency shall publicize opportunity to serve on the RAC as follows:
 1. The Agency shall cause a minimum of one public meeting to be conducted to explain the establishment, function and opportunity to serve on a RAC.
 2. At the public meeting, copies of this adopted procedure, pertinent portions of the proposed Redevelopment Plan, if available and any other materials determined useful by the Agency, shall be distributed.
 3. Notice of the public meeting shall be published at least once in at least one newspaper of general circulation within the jurisdiction of the local agency at least ten days prior to the hearing. This information may also be posted in at least three public places within the jurisdiction of the local agencies, at least 10 days prior to the hearing. This notice will include the date, time and place, and general explanation of the matter to be considered and a general description by text and map of the real property or redevelopment area under consideration.
 4. The Agency shall use reasonable efforts to mail notice of the meeting, and of any other meeting, hearing or plebiscite conducted by the Agency regarding formation and selection of the RAC, to all individuals and businesses and to all "occupants" within the proposed redevelopment area. The Agency shall not be required to mail notice to individuals and businesses and occupants for whom addresses are not generally available. A single notice stating all dates, times and places of such events may be mailed once in lieu of separate notices. The Agency is not responsible to assure that every individual and business or every occupant receives mail notice.
 5. The Agency may select additional means or methods of assistance or notification in connection with the formation of a RAC.
- c. Nothing contained in this document shall prevent the creation of any other committee from the project, however, the committees shall not be merged within or vote in meeting of the Redevelopment Advisory Committee or be considered the Redevelopment Advisory Committee for purposes of CRL.

IV. **MEMBERSHIP**

- a. Size – The Committee shall consist of twelve members. Each member shall be jointly appointed by the County Board of Supervisors and the City Council from

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qualified parties who have come forward and indicated their desire to serve on the RAC.

b. Requirements – Committee membership shall be limited to the specified number of persons from each of the following categories as specified by the Health and Safety Code Section 33385:

1. Three Community Organizations by their officially designated representative, which organizations are headquartered or conducting substantial social service type activities in the Redevelopment Area.
2. Three renters residing in the Redevelopment Area.
3. Three persons who own and reside on property in the Redevelopment Area.
4. Three Owners of a business in the Redevelopment Area or their designee.

c. Term of Office – RAC member's terms of office shall be two years in length with staggered termination dates. There is no limit on the number of consecutive terms.

d. Attendance – A member who has had three, consecutive, unexcused absences shall forfeit his or her membership.

An absence shall be considered excused if a member notifies the Chairperson or appropriate staff member, prior to the meeting time that he or she will be unable to attend a specific meeting. However, no more than two excused absences will be granted to any one Committee member during a calendar year.

e. Vacancy – Vacancies on the Committee shall be filled by the appointment process consisting of: application, panel interview, and selection by the County Supervisor or City Council member representing the area. Confirmation of appointment(s) will be by resolution of the Board of Supervisors of the County of Sacramento, and the City Council of the City of Sacramento.

If any residential renter positions cannot be filled due to a lack of applicants, resident property owners may be appointed to serve in the stead of residential renter in order to maintain the balance of business and residential interests. Any vacant residential tenant position will be filled following the procedure cited in the above paragraph.

f. Conflict of Interest/Disclosure Statement – Each member shall comply with the Conflict of Interest disclosure requirements as determined by the California Fair Political Practices Commission and with any other statutes, laws rules, ordinances and regulations related to conflict of interest. At the request of the Agency Clerk, each member shall file a Conflict of Interest/Disclosure Statement.

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- g. Stipend – The members of the committee shall receive a stipend to defray the costs of meeting attendance at regular and special meetings of the full RAC. The stipend shall be consistent with Agency policy for RACs.

V. **ORGANIZATION**

a. Officers – The Committee shall have the following officers:

1. Chairperson – shall preside at all meetings, preserve order and decorum and shall decide all questions of order at Committee meetings. The Chairperson shall be entitled to make or second any motion, discuss, vote on, and present any matter as a member of the Committee without having to relinquish the Chair.
2. Vice Chairperson – shall assume and perform all duties of the Chairperson in the latter's absence from any meeting.
3. Recording Secretary – shall record the official actions taken at regular and special meetings and maintain such records. Chairperson may delegate this function to Redevelopment Agency staff if no RAC member is able to serve. All minutes shall be approved by the RAC at its next regular meeting.
4. Officers shall be elected annually. Each officer shall serve for one year.

b. Subcommittees

1. The Executive Subcommittee shall consist of the Chairperson, Vice Chairperson, and the Recording Secretary. It shall be the duty of this subcommittee to assist in the preparation of agendas for the meetings of the subcommittee, to act as steering committee and present oral and written statements to appropriate city and/or county bodies as directed by the Committee.

VI. **OPERATIONS**

- a. Place of Meetings – All meetings of the Committee shall be open to the public and shall be held at a suitable place convenient to the residents and business owners of the project area and Committee, as may be designated by the Officers and duly posted 72 hours in advance of the meeting.
- b. Regular Monthly Meetings – The regular general meetings shall be held at least once a month. The meeting date and time shall be established by the Committee.
- c. Quorum – The quorum shall consist of a majority of the members then appointed and serving. A majority vote of the quorum shall constitute a

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sufficient number of members to transact any committee business including the election of officers.

d. Committee Rules for Conduct of Business:

The Committee rules for conduct of business shall be as follows:

1. Agendas will be prepared for each regular and special meeting of the Committee and shall be posted in a public place at least 72 hours prior to the meeting.
2. Meetings of the Committee shall be conducted in accordance with the Ralph M. Brown Act (Government Code Section 54950 et. seq.). The Committee Chairperson, Vice Chairperson or an Acting Chairperson shall preside at each meeting.
3. The Recording Secretary shall record minutes of each meeting of the Committee.
4. The Recording Secretary shall retain a chronological file of all Committee Minutes as a record of Committee activity. The Recording Secretary may dispose of records after three years. Such records shall be offered to the public library prior to disposition.
5. Committee votes will be made by roll call with the exception of the minutes. Results of votes will normally be recorded as: YES, NO, ABSTENTION, or UNANIMOUS if that may be the case.
6. The Chairperson may revise the order of items on the agenda at meetings or add items if appropriate to the circumstances. No action can be taken on matters not on the agenda, except matters specifically allowed under the Ralph M. Brown Act.
7. The order of discussion of Committee matters shall typically be public testimony by proponents and opponents then Committee discussion. The Chairperson may, in advance, impose reasonable time limits on any speakers including members of the Committee. Time shall be given for public testimony on matters within the jurisdiction of the Committee.
8. The Committee may recommend "approval," "approval with conditions," "denial," "further study," or "no recommendations" in regard to proposals considered by the Committee.
9. In extenuating circumstances or circumstances involving complex matters the Committee may continue hearings on proposals.

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10. The Committee shall forward its recommendations to the appropriate City or County body on each matter considered. This may be done by submitting a copy of the minutes of the meeting, by separate correspondence, through the Redevelopment staff or by personal appearance of a designated Committee member before the appropriate City and/or County body.
11. Special or emergency meetings of the Committee may be called by the Chairperson as necessary. The Chairperson shall assure that advanced notification of the meeting will be given to Committee members and shall include the date, time, meeting place, and agenda for the meeting.
12. The Committee may provide notices to the press, residents, promoters of projects and others regarding Committee matters by mail, telephone, publications in the local press, through the body referring the matters, public posting, personal contact, or a combination of any or all of these methods.
13. Agency shall distribute the roster of current Committee officers and members including their names, addresses, telephone numbers, titles and duties to Committee members and shall keep a copy on file in the Redevelopment Office. Committee members and the Agency shall not release home addresses and telephone numbers of members or Agency staff to the public without their consent.
14. If a Committee officer position shall become vacant prior to the expiration of the official term, a special election will be held at the next regular Committee meeting to fill for the balance of the term of the vacated office.
15. Elected Committee officials shall assume their new office immediately following the election.
16. Election of Committee officers shall be by secret ballot.
17. An elected Committee officer may be removed from office (but not from the Committee) by a two-thirds vote of the entire Committee membership taken by secret ballot.
18. Subcommittees other than the Executive Committee shall be appointed by the Chairperson. Subcommittees may be standing committees or ad hoc committees. The term of the standing subcommittee shall be at the pleasure of the Committee Chairperson.

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Subcommittees shall be advisory to the Committee and shall not be merged with or vote on matters brought before the Committee for consideration.

19. Non-Committee members may be appointed to subcommittees and shall have full voting rights in such subcommittees, but shall have no vote in the Committee.
20. Matters referred to the Committee shall normally be considered by the Committee not later than the next regularly scheduled meeting.
21. The Committee may, by unanimous vote of members present, suspend a provision of these rules for a single action of the Committee. Immediately upon completion of such action, the full rules are automatically reinstated.
22. Robert's Rules of Order shall serve as a general guideline for the conduct of all meetings, but may be suspended for working sessions, field trips and similar situations.
23. The Committee, as a committee of the whole or as individuals, shall not be allowed to use their position or their meetings to further political purposes.

VII. **INTERPRETATION OF RULES**

These rules are adopted pursuant to California Health and Safety Code Section 33385. It is intended that these rules shall comply with said Section and the entire Community Redevelopment Law (California Health and Safety Code Section 33000 et. seq.) as of the date of their adoption. In the event of a conflict between these rules and all applicable laws, including the Community Redevelopment Law, the applicable law shall control.

VIII. **BY LAWS**

These rules shall become the by-laws of the Committee upon approval of the Committee, the by-laws can be amended by motion and majority vote of the Committee.

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