

RESOLUTION NO. 90-114

A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF PASO ROBLES  
AUTHORIZING THE MAYOR AND CITY CLERK  
TO EXECUTE AMENDMENTS TO THE  
BYLAWS OF THE PROJECT AREA COMMITTEE

BE IT RESOLVED by the City Council of the City of El Paso de Robles as follows:

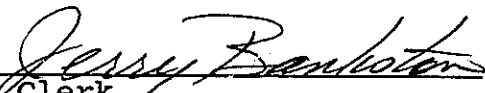
That the Mayor and City Clerk are authorized to execute the Amendments to the Bylaws of the Project Area Committee as contained in Exhibit "A".

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles, this nineteenth day of June 1990, on the following vote:

AYES            Russell, Cousins, Conway, Reneau and Martin  
NOES:           None  
ABSENT:        None

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

ref: PAC BYLAWS

CITY OF EL PASO DE ROBLES PROJECT AREA COMMITTEE

BYLAWS

SECTION 1. THE COMMITTEE

Section 1.1. Name of the Committee

The name of the Committee shall be the Paso Robles Redevelopment Project Area Committee.

Section 1.2. Committee Members

The City Council of the City of El Paso de Robles (City) has appointed the members of the Committee following the City's call for creation of a Committee for the Paso Robles Redevelopment Project Area (Project Area). The members of the Committee shall serve as an advisory committee to the City Council and to the Redevelopment Agency of the City.

*The number of Committee members shall be twenty (20) selected by the City Council. The City Council shall maintain appointments and active membership at twenty (20).*

*A Committee member term shall have a duration of three (3) years and membership shall be limited to a maximum of two (2) consecutive terms. No fewer than one-third (1/3) of the total Committee memberships shall terminate in any one year. Expiration of existing, indefinite Committee member terms shall be determined by a random selection process.*

*Members shall be automatically removed following two (2) unexcused absences.*

The members represent a diversity of interests including residents within the Project Area, businessmen, property owners, and members of existing organizations within the Project Area. ~~The number of Committee members shall be Twenty (20) selected by the City Council.~~

Section 1.3. Business Offices of the Committee

The business office of the Committee shall be:

City of El Paso de Robles  
1030 Spring Street  
Paso Robles, California 93447-307

Said business office may, as determined necessary by said Committee, be changed at any time by resolution or motion of the Committee members.

SECTION 2. OFFICERS OF THE COMMITTEE

Section 2.1. Designation of Officers

The officers of the Committee shall be the Chairman, the Vice Chairman, the Secretary and the Treasurer.

The Chairman, the Vice Chairman, and the Secretary shall be elected from among the members of the Committee. The Treasurer shall be appointed by the Committee.

The Committee may appoint such other officers (permanent, acting or temporary) as may be appropriate. The Committee members may fix and determine the qualifications and duties of Committee officers.

Section 2.2. Terms of Officers

The Committee officers shall hold such offices for one year terms.

Section 2.3. Duties of Officers

The Chairman shall preside at the Committee meetings and perform such other duties as are appropriate.

The Vice Chairman, in the absence or incapacity of the Chairman, shall perform the duties of the Chairman. Should the office of the Chairman become vacant, the Vice Chairman shall perform the duties of the Chairman until the Committee members elect a new Chairman.

The Secretary shall maintain records of the Committee and minutes of the Committee meetings. The Secretary shall also perform all other duties incident to the office of Secretary.

The Treasurer shall supervise the fiscal affairs of the Committee and shall also supervise the care and custody of any moneys of the Committee. The Treasurer shall cause adequate, correct and regular accounts of the properties, moneys and transactions of the Committee to be kept and maintained. The Treasurer shall render to the Committee, whenever requested, a Treasurer's report of the Agency's transactions and financial condition. The Treasurer shall also perform all other duties incidental to the office of Treasurer.

Section 2.4. Compensation of Officers

Members of the Committee and its officers shall serve without compensation.

SECTION 3. EMPLOYEES, AGENTS AND CONSULTANTS

Section 3.1. Appointment of Employees, Agents and Consultants

The City is expected to provide assistance to the Committee in the form of staff assistance and the Committee shall not have any employees.

The Committee may retain such consultants as it may require with the prior approval of the City Council of the City.

SECTION 4. GENERAL

Section 4.1. Authority to Bind Committee

No member, officer, agent of the Committee, without prior authority by a vote of the Committee, shall have any power or authority to bind the Committee by any contract, to pledge its credit, or to render it liable for any purpose in any amount.

Section 4.2. Contracts and Other Documents

A designee of the Committee shall execute on behalf of the Committee any contracts, or other documents and instruments as authorized by the Committee members.

Section 4.3. Duration of Committee

The Committee shall continue in existence throughout the process of adoption of a redevelopment plan for the Project Area and for a period of ~~three (3) years after adoption of a redevelopment plan~~ twelve (12) years from the date of adoption of the Redevelopment Agency Plan (November 1987) for the Project Area, subject to further extension by the City Council.

SECTION 5. MEETINGS

Section 5.1. Annual Meetings

The annual meeting of the Committee for election of Chairman and Vice Chairman shall be held at 7:30 p.m., on the first Monday of April of each year in the Council Chamber of the City. The Committee members may establish another meeting place or postpone the time of the meeting.

Section 5.2. Regular Meetings

~~Regular meetings shall be held without notice in the Council Chamber of the City (or another place established by the Committee) on the first Monday of each month at 4:30 p.m., or as soon thereafter as practical, unless the same shall be a legal holiday, in which event such regular meeting shall be held on the next succeeding business day at the same hour and location.~~

*Regular meetings shall be held without notice in the Council Chamber of the City (or another place or time established by the Committee) on the first Monday of the first month of each quarter at 5:30 p.m., or as soon thereafter as practical, unless the same shall be a legal holiday, in which event such regular meeting shall be held on the following week on the same day, at the same hour and location.*

Section 5.3. Special Meetings

A special meeting may be called at any time by the Chairman or upon the written request of the majority of the members of the Committee in accordance with the provisions of the Ralph M. Brown Act (Government Code Section 54950 et. seq.).

Section 5.4. Study Session

*The Redevelopment Agency of the City and the Committee shall meet annually for a joint study session prior to the adoption of the annual budget.*

~~Section 5.4. Adjourning and Continuing Meeting to Other Times or Places.~~

Section 5.5. Adjourning and Continuing Meeting to Other Times or Places.

The Committee may continue or adjourn any meeting to a time and place specified in the order of adjournment. Less than a quorum may so continue or adjourn from time to time. If all members are absent from any regular meeting or adjourned regular meeting, the Secretary or Acting Secretary of the Committee may declare the meeting continued or adjourned to a stated time and place and shall cause written notice of the continuance or adjournment to be given in the same manner as provided for special meetings. A copy of the order or notice of continuance or adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within 24 hours after the time of the continuance or adjournment. When a regular, continued, or adjourned regular meeting is continued or adjourned as provided in this Section, the resulting continued or adjourned regular meeting is a regular meeting for all purposes. When an order of continuance or adjournment of any meeting fails to state the hour at which the continued or adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

If any meeting or hearing is continued or adjourned to less than 24 hours after the time specified in these bylaws or in the order or notice of meeting, a copy of the order or notice of continuance or adjournment shall be posted immediately following the meeting at which the order or declaration or continuance or adjournment was adopted or made.

~~Section 5.5. — Meetings to be Open and Public~~

Section 5.6. Meetings to be Open and Public

All meetings of a majority of the Committee members to take action or deliberate concerning Agency business and its conduct shall be open and public to the extent required by law. All persons shall be permitted to attend any such meetings except as otherwise permitted by law.

~~Section 5.6. — Quorum~~

Section 5.7. Quorum

A majority of the Committee members shall constitute a quorum for the purpose of conducting its business, exercising its powers, and for all other purposes. A smaller number of Committee members may adjourn a meeting from time to time until a quorum is present.

If a quorum is present, action may be taken by the Committee only upon a favorable vote of the majority of the total number of Committee members present.

~~Section 5.7. Order of Business~~

Section 5.8. Order of Business

The following shall be the general order of business at Committee meetings:

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Unfinished Business
5. New Business
6. Public Comments
7. Staff Comments
8. Committee Comments
9. Adjournment

The Committee members, by a vote of a majority of the members, may change the order of business at any meeting.

SECTION 6. AMENDMENT OF THE BYLAWS

The bylaws shall be amended only with the approval of at least a majority of the members of the Committee at a Committee meeting, but no amendment shall be adopted unless at least seven days written notice of the general nature thereof has been sent previously to all members of the Committee and to the City Council and the City Council has approved such amendment.

APPROVED and ADOPTED this 19th day of June 1990.

  
\_\_\_\_\_  
MAYOR STEVE MARTIN

ATTEST:

  
\_\_\_\_\_  
CITY CLERK, JERRY BANKSTON

TO: CITY COUNCIL  
FROM: COMMUNITY DEVELOPMENT DIRECTOR *ndh*  
SUBJECT: PROJECT AREA COMMITTEE BYLAWS AMENDMENTS

6-19-90  
DATE

IV-G  
AGENDA ITEM #

APPROVED     DENIED  
 CONTINUED TO \_\_\_\_\_

*90-114*

Summary of Request:

That the Council amend the the Bylaws of the Project Area Committee (PAC) as recommended by the Community Redevelopment Agency.

Discussion

1. The Project Area Committee made recommendations to the Agency at the March 12, 1990 Redevelopment Agency meeting regarding amendments to the PAC bylaws. Following discussion by the Agency, the Agency directed staff to prepare a resolution of amendment to the Bylaws to:

- 1.1 Establish membership at 20 members.
- 1.2 Set member terms at three years - staggered.
- 1.3 Set membership to a maximum of 2 consecutive terms.
- 1.4 Establish quarterly meetings.
- 1.5 Require that members be automatically removed following 2 unexcused absences.
- 1.6 Specified that the Project Area Committee shall remain an established Committee for 12 years from the date of Redevelopment Agency Plan adoption (November 1987).
- 1.7 Establish that, to the degree feasible, Council shall maintain appointments and active membership at 20.

2. At their May 5, 1990 meeting the Project Area Committee voted to recommend adoption of the Bylaw amendments listed above, with the following addition:

- 2.1 That the Agency and Project Area Committee meet annually for a joint Study Session, prior to the adoption of the annual CRA budget.

3. An amendment of the bylaws requires adoption of a Resolution by the Council.



4. Included as Exhibit "A" to Attachment "A" are draft revised bylaws. Revisions are shown by italics. Language proposed to be deleted is marked through. The amendment requested by the PAC at its May 5, 1990 meeting is contained in Section 5.4.

5. The draft bylaws were reviewed by the Agency at its June 11, 1990 meeting. The Agency voted to recommend to the Council that the bylaws be adopted as presented.

Fiscal Impact:

None.

Recommendation:

That the Council adopt Resolution No. 90 - 114 amending the PAC bylaws as specified by the Agency.

Prepared by:



Roger Elkin, Manager  
Economic Development Division

Attachment A: Resolution