



CITY OF EMERYVILLE

MEMORANDUM

DATE: March 1, 2016

TO: Carolyn Lehr, City Manager

FROM: Tom Francis McGurk, Deputy City Clerk

SUBJECT: Resolution Of The City Council Of The City Of Emeryville Establishing The Regular Scheduled Meeting Date Of The Economic Development Advisory Committee As 11:30 AM On The Third Wednesday for the Months of January, April, July and October And Amending The City's FY 2015-2016 Local Roster Of Boards, Commissions And Committees Accordingly

RECOMMENDATION

Staff recommends that the City Council approve the proposed resolution revising the Economic Development Advisory Committee's meeting schedule and amending the City's FY2015-2016 Local Roster accordingly.

BACKGROUND/ANALYSIS

The Economic Development Advisory Committee is a community advisory standing committee that consists of the following members: 1 non-profit workforce development services organization representative; 1 large business representative (56 or more employees within Emeryville city limits) or local developer; 4 small business representatives (55 or fewer employees within Emeryville city limits); 1 business representative (any number of employees); and 2 residents for a total of 9 members. At least one of the businesses represented must be a certified green business.

The committee is currently scheduled to meet on the second Wednesday for the months of January, April, July and October at 11:30 am. At the Economic Development Advisory Committee's January 20, 2016 regular meeting, members agreed to change the regular meeting date to accommodate the schedules of their members. Staff and members of the committee are requesting that the committees' regular meeting schedule is changed so that the committee's regular scheduled meeting is the third Wednesday for the months of January, April, July and October at 11:30 am. A resolution by the City Council is required in order to change the Committees' regular meeting schedule and amend the FY 2015-2016 Local Roster accordingly.

Prepared by Tom Francis McGurk, Deputy City Clerk

**APPROVED AND FORWARDED
TO THE CITY COUNCIL:**

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Carolyn Lehr, City Manager

Attachments: Draft Resolution
Proposed Committee Roster