

RESOLUTION NO.
OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**RESOLUTION REVISING THE COMMUNITY &
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
AND RENAMING AS THE STRATEGIC ECONOMIC
ENHANCEMENT DEVELOPMENT COMMITTEE (SEED)**

(Supersedes: Resolution 177-2017)

WHEREAS, the County of El Dorado 2004 General Plan, Economic Development Element, Policy 100.1.1.1, envisions a community-oriented group to advise and actuate economic development policy for the County; and

WHEREAS, community, business, and economic development play a key role in providing a balanced economy for a local government, and a desirable quality of life for its residents; and

WHEREAS, the County of El Dorado has identified a critical need to support and retain existing businesses and industries while encouraging those uniquely compatible to locate and grow in the County; and

WHEREAS, the Board of Supervisors (Board) created the Economic Development Advisory Commission in May 2006 (Resolution 103-2006); expanded and revised membership criteria in July 2007 (Resolution 213-2007), February 2009 (Resolution 25-2009) and May 2009 (Resolution 91-2009); renamed the Commission to be the Community and Economic Development Advisory Committee (CEDAC) in March 2013 (Resolution 29- 2013); rescinded Resolution 29-2013 and replaced it with Resolution 69- 2014 that revised CEDAC and establishing a Technical Advisory Subcommittee in June 2014 (Resolution 69-2014); Resolution 147-2015 reduced membership to 7 plus an Alternate (at Large) in August 2015; rescinded Resolution 147-2015 and established a new administrative focus (Resolution 177-2017); and

WHEREAS, the changes in this resolution are due to the adoption of a new County-wide strategic plan that includes direction from the Board of Supervisors to create a new economic development strategic plan and the Board finds it appropriate to accept new applications for SEED membership to which prior CEDAC members are welcome to apply;

WHEREAS, it is the intent of the Board that this Resolution be reviewed and revised upon completion of the new economic developments strategic plan in order to address the implementation of the plan;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of El Dorado rescinds Resolution 177-2017 and replaces it with the following:

ARTICLE I - COMMUNITY AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE.

The Community and Economic Development Advisory Committee is hereby renamed the Strategic Economic Enhancement Development Committee (SEED or Committee) of El Dorado County.

ARTICLE II - ROLES AND RESPONSIBILITIES

- A. The Committee shall serve the following roles:
 - 1) Provide a Countywide strategic view of economic development, based upon defined Board priorities and approved work plans, and identify ways to promote economic activity and opportunities while working on the new economic development strategic plan.
 - 2) Function as a conduit between the Economic Development Division, the Board, and industries; hearing and vetting concerns, opportunities, information, and perspectives.
 - 3) Assist the County to fully realize its economic development potential and take advantage of its unique opportunities while preserving and protecting the agricultural, tourism and economic base, in collaboration with its cities of Placerville and South Lake Tahoe.
- B. The Committee shall have the following responsibilities:
 - 1) Execute the annual work plan provided by the Economic Development Manager, as authorized or modified by the Board, with a focus on creating an economic development strategic plan.
 - 2) Submit an annual Economic Development Report to the Board summarizing the past year's accomplishments.
 - 3) Conduct comprehensive research and analysis of economic trends, demographics, and market opportunities to inform the development of the strategic plan.
 - 4) Facilitate meaningful engagement with a diverse range of stakeholders, including businesses, residents, community organizations, educational institutions, and government agencies to ensure their voices are heard and incorporated into the strategic plan.
- C. The Roles and Responsibilities of the Committee are established by the Board and may not be modified or expanded without Board approval.

ARTICLE III – MEMBERSHIP

- A. The Committee shall consist of seven (7) Board appointed members with preferred industry/sector experience.
- B. All Committee members will be appointed by a majority vote of the Board after the application and nomination process detailed in Article IV.
- C. A Committee member may be removed by a majority vote of the Board.

- D. Members serve exclusively at the pleasure of the Board and may be removed for any reason.
- E. Committee members are not employees and shall serve without compensation, but may be reimbursed for actual and necessary expenses.
- F. All Committee members shall file a Statement of Economic Interests.
- G. When Candidates are reviewed for potential nomination by the Economic Development Division the criteria shall include but not be limited to:
 - 1) Current resident of El Dorado County
 - 2) Executive and/or industry experience
 - 3) History of community leadership
 - 4) Background and skills needed on the Committee
 - 5) Strategic planning skills
 - 6) Ability to attend meetings in compliance with the Ralph M. Brown Act, including authorized remote participation.
- H. It is the intent of the Board to have a variety of industries and sectors represented. When nominating members, industry leaders from the following economic sectors/industries to be considered may include but are not limited to:
 - 1) Agribusiness
 - 2) Biomass/Clean Energy/Sustainability
 - 3) Construction
 - 4) Creative Economies (arts and culture)
 - 5) Education / Vocational Training
 - 6) Event venues / Rural industries
 - 7) Finance and Capital
 - 8) Healthcare
 - 9) Non-Profits
 - 10) Outdoor recreation
 - 11) Real Estate / Housing
 - 12) Retail / Small business
 - 13) Technology / Communication / Broadband
 - 14) Tourism
 - 15) Utilities
 - 16) Wineries

ARTICLE IV – APPLICATION, TERM, AND VACANCIES

- A. Candidates shall submit a completed application and specify their sector(s) of expertise which will be forwarded to the Economic Development Division for review and nomination recommendation to the Board.
- B. Term of Appointments:
 - 1) Members shall serve a term of two (2) years commencing upon appointment.
 - 2) Members may reapply after each term.
- C. A vacancy shall exist if any of the following occurs:
 - 1) A letter of resignation is received by the Economic Development Manager, the Chair of the Board, or SEED Chair.
 - 2) A member is removed by a majority vote of the Board.

- 3) A member ceases to reside in the County.
- 4) A member fails to attend two regular scheduled meetings of the Committee, the Chair of the Committee shall notify the member of the attendance requirement. Any member who has three unexcused absences from regularly scheduled meetings in a twelve-month period shall be recommended to the Board for removal.

ARTICLE V – MEETINGS & QUORUM

A. Meetings

- 1) The Committee shall meet at least bi-monthly (every other month) but may meet more frequently as required if staff resources are available. Specific meeting days may be established in the bylaws.
 - 2) Subcommittees of the Committee shall meet as frequently as necessary to fulfill the Committee's duties, but not less than quarterly.
 - 3) Committee meetings shall be conducted in accordance with the Ralph M. Brown Act. (California Government Code § 54950, *et seq.*)
 - 4) Meetings shall be carried out in accordance with Rosenberg's Rules of Order.
 - 5) The Economic Development Division shall provide a meeting room with recording and video conferencing capability for bi-monthly meetings.
- B. A majority of the appointed members shall constitute a quorum. The only action which can be taken at a meeting attended by less than a quorum is to adjourn the meeting to a certain day and time or indefinitely.

ARTICLE VI – AGENDAS, MINUTES AND STAFF SUPPORT

- A. Staff will create and post the Committee agendas in conjunction with the Chair or designee. The final agenda will be approved by the Economic Development Division.
- B. County staff shall record the attendance and actions via action minutes taken at each meeting of the Committee.
- C. Staff support of the Committee shall be provided by the Economic Development Division and shall be limited to bi-monthly and special meetings, communication about meetings, and for items specifically assigned by the BOS.
- D. Staff support for other Committee activities, such as subcommittee meetings, shall be at the discretion of the Economic Development Division.

ARTICLE VII –SUBCOMMITTEES

- A. As determined necessary or advisable, the Committee may request to form (and terminate) subcommittees to address specific topics or projects of limited scope.
- B. Formation of all subcommittees require approval from the Economic Development Manager.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Supervisors of the County of El Dorado approve the Committee Bylaws of this same date.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the ___ day of _____ 2024, by the following vote of said Board:

Attest:
Kim Dawson
Clerk of the Board of Supervisors

Ayes:
Noes:
Absent:

By: _____
Deputy Clerk

_____ Chair, Board of Supervisors