



Legislation Text

File #: 14-0034, **Version:** 1

Chief Administrative Office, Economic Development Division, recommending the Board receive an update on the organization, structure, sub-committees, and accomplishments of the Community and Economic Development Advisory Committee and provide direction on the committee goals and work plan for 2014 and determine the authority of CEDAC to create subcommittees and establish the criteria for such. (Est. Time: 30 Min.)

FUNDING:

Fiscal Impact/Change to Net County Cost

There is no change to net county cost. Staffing provided to the Community and Economic Development Advisory Committee and all 2013 Board approved programs recommended by the committee were accounted for in the FY 13/14 Economic Development/Promotions budget. (General Fund/Transient Occupancy Tax)

Background

In place since 2006, the Community and Economic Development Advisory Committee (CEDAC) was established as an advisory body to the Board of Supervisors to help implement the Economic Element of the General Plan, the adopted Economic Development Strategy and the Annual Economic Development Report that supports the development of an environment conducive to sustainable economic activity, business development and private sector investment.

The Economic Element of the General Plan, Resolution #103-2006 and all subsequent amendments to the resolution forming CEDAC are attached in Attachments A-F. A summary of the Resolutions is provided in Attachment G.

The Committee consists of eleven (11) members: 5 direct Supervisorial nominated appointments (one per district each), 6 at large members selected from business, industry and trade organizations, private sector advocacy and educational institutions.

Currently, staff for this committee consists of the Assistant Chief Administrative Officer and Administrative Technician. Since the committee is governed by the Brown Act, staff prepares and posts all agendas and minutes in Legistar, downloads and posts audio recordings to the website, prepares meeting packets for members and public attendees, sends electronic posting notices and maintains the CEDAC webpage hosted on the County's Economic Development webpage. The time spent preparing for meetings can take up to six (6) hours per meeting depending on the length of the agenda, number of attachments, necessary communications with presenters and attendees, etc. The committee meets monthly on the fourth Thursday of the month from 1:00-4:00 p.m.

The current committee roster is available in Attachment H.

Staff has received notification that four members with terms expiring in January 2014 will not be seeking reappointment:

- Gordon Helm will be stepping away from the committee citing commitments to his new business.
- Dale van Dam has served on the committee since 2007 and feels that it is time to move on.
- William T. Abraham will not be seeking re-appointment due to his job commitments.
- Jim Brunello joined the committee to help with the regulatory reform aspects of the General Plan amendments and ZO update. He feels the process is going forward and he can now participate in Regulatory Reform as needed.

The current Chairperson, Maryann Argyres, will be seeking re-appointment to the committee, but feels it is time for new leadership on the committee and will be asking that another member volunteer to chair the committee at the January 23, 2014 meeting.

A Notice of Vacancies was posted by the Clerk of the Board in the lobby of Building A and on the County's website. The Clerk of the Board has received two applications for member re-appointment to CEDAC and three new member applications from parties interested in being appointed to CEDAC.

The committee has had several functional subcommittees operating in ad-hoc capacity including, but not limited to, Regulatory Reform, Business Cluster Retention/Expansion, Incentives subcommittee and Rural Commerce subcommittee. The only subcommittee currently known to be meeting is Regulatory Reform.

The Regulatory Reform Subcommittee meets weekly in the TAC Room located in the Community Development Building. Weekly agendas are emailed to the public through a constant contact account owned by Gordon Helm. Current Regulatory Reform agenda topics include: General Plan Residential Numbers, General Plan Horizon - Forecasts, Proposed General Plan Amendments for 7,000 DU's, The "C" in CEDAC - Community Regions, Design, Plan, Circle, Councils, Grants, Workshops, Portal Development, and Representation on CEDAC.

The committee's establishment of the Regulatory Reform Subcommittee is outlined in Attachment I. At the December 9, 2013 CEDAC meeting, the Committee discussed the role of the community on CEDAC and the intention of the Regulatory Reform subcommittee. The committee's recommendation at the meeting was to form a Task Force that will meet during the Friday Regulatory Reform meeting to discuss the role of the Community in CEDAC and bring back a conceptual process and goals for the committee to review. The Task Force will also discuss changing the role of the Regulatory Reform Subcommittee to match the current issues the committee is working on.

The 2013 Committee Work plan resulted in the following achievements:

- 1) Web Portal - On March 25, 2013 (Item 6, File ID 13-0081), at the recommendation of the Community and Economic Development Advisory Committee (CEDAC), the Board directed staff to develop a Web Portal Project Request for Proposals (RFP) to create a web portal that would serve as a "launching point" or gateway to all the assets and resources available in El Dorado County. The target audience for the web portal includes those who are interested in living, working or recreating in El Dorado County. On December 3, 2013 (Item 3, File ID 13-1491), the Board awarded the RFP to GloGou, Inc.
- 2) Grant Development Program - On March 25, 2013 (Item 6, File ID 13-0081), at the recommendation of the Community and Economic Development Advisory Committee (CEDAC), the Board directed staff to develop a Grant Development Program RFP that would

invite proposals to address a variety of grant related support services including Funding Needs Analysis, Grant Research, Grant Proposal Development, Grant Administration and Reporting, as well as training in preparing comprehensive grant proposals. On November 5, 2013 (Item 4, File ID 13-1385), the Board awarded the RFP to Grant Management Associates.

- 3) Cultural and Community Development Grant Program - On July 16, 2013 (Item 29, File ID 13-0863) the Board approved the Cultural and Community Development Grant Program including eligibility criteria and program guidelines. The purpose of the program is to provide funds to private non-profit and public organizations whose purpose is to promote cultural activities, historical preservation activities, promotional activities which enhance tourism and industry, and/or local community events which encourage a sense of community. On October 8, 2013 (Item 23, File ID 13-1229), the Board awarded funding to 19 applications and referred the remaining seven applicants to the Economic Development Division for possible funding.
- 4) Economic & Business Relations Manager - Members of the committee participated in the development of the Economic and Business Relations Manager job specifications and two members of the committee participated on the second round of interviews for the hiring of this position.
- 5) Business Showcases - CEDAC has presented the following business showcases to the Board:
 - Schilling Robotics
 - StemExpress
 - Georgetown Divide Economy 2013
 - Legacy Chillers
 - Legacy Farmers
 - Bloo Solar

Reason for Recommendation

Staff looks to the Board to provide direction on the committee's work plan and goals for 2014 and determine the authority of CEDAC to create subcommittees and establish the criteria for such.

The Board may consider tasking the committee with:

- 1) Identifying what role the communities can have on the committee as they come together to create their community plans;
- 2) Review the Community Plan roadmap being prepared by AIM Consulting; and
- 3) Form an Attraction/Incentives subcommittee to assist in the research and development of County Incentives Policy

Clerk of the Board Follow Up Actions

Clerk of the Board to bring a member appointment item to the Board of Supervisors.

Contact

Kimberly Kerr, Assistant Chief Administrative Officer

Concurrences

County Counsel and Clerk of the Board