



Staff Report

Date: July 26, 2016

To: City Council

From: Valerie J. Barone, City Manager

Reviewed by: Joelle Fockler, MMC, City Clerk

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Subject: **Announcement of recruitment for applicants to the new
Community Advisory Committee**

Report in Brief

In accordance with Policy and Procedure No. 89, this announcement initiates a recruitment to fill 11 positions and 3 alternates on the Community Advisory Committee (CAC) for two-year terms expiring December 31, 2018.

Recommended Action

Staff recommends that the City Council announce a recruitment for 11 positions and 3 alternates on the CAC and set Friday, September 23, 2016 as the deadline for receipt of applications by the City Clerk.

Background

At its meeting on July 12, 2016, the Council adopted LRA Resolution No. 16-14 to establish a Community Advisory Committee for the purpose of having robust community outreach and engagement in the Specific Plan process for the Phase 1 Development of the Concord Naval Weapons Station.

The CAC shall consist of 11 members and 3 alternates appointed by the City Council. To ensure the desired balanced representation on the CAC, member selection criteria shall include: diversity and breadth of interest, broad representation of the community, geographic balance, familiarity with the adopted Reuse Area Plan, understanding of the CAC function and role; and commitment to Reuse Project goals and guiding principles. All CAC members shall be Concord residents.

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The CAC shall apply the Reuse Project Goals and Guiding Principles, adopted Reuse Area Plan policies and accepted Term Sheet provisions in evaluating and commenting on potential Specific Plan alternatives or issues. The CAC shall also serve as a communication link between the Reuse Project and the community-at-large by assisting in targeting outreach to neighborhoods and interest groups, and promoting participation at workshops and public meetings.

The CAC will meet monthly in the evenings, with the potential for additional meetings or site visits on weekends and at other times. Meetings will be convened and support by City staff, subject to the Brown Act, and shall be open to the public.

Applications for the Committee are subject to the Public Records Act and will become a public record. All information contained in the application is available for public scrutiny and names, addresses and telephone numbers of committee members may be requested and will be made available.

All members of the CAC will be subject to State and City *Conflict of Interest* laws and are required to complete a Statement of Economic Interest at the time of appointment, annually, and at the end of the term of service. These documents will be made available to the public upon request.

Public Contact

The City Council Agenda was posted. A news release will be issued and distributed to our current distribution list following announcement of the openings. The announcement will be televised on the Concord TV Cable Channel 28 (Comcast) and Channel 29 (Astound) Community Bulletin Boards. The news release will be posted at the Senior Citizen's Center, Concord Police Department, Concord Library, in the City's agenda display case, published on the City's website and to some of the City's social media channels.