



DATE: January 28, 2020

CATEGORY: Consent

DEPT.: Community Development

TITLE: **Downtown Committee Bylaws – Composition**

RECOMMENDATION

Adopt a Resolution Amending Article IV, Section 1 of the Bylaws for the Downtown Committee Regarding Membership Composition, to be read in title only, further reading waived (Attachment 1 to the Council report).

BACKGROUND

The Downtown Committee (Committee) was established in 1998 as a City Council advisory body on matters relating to the downtown area. The Committee has a set of bylaws which defines its purpose, downtown boundaries, membership, meeting structure, and duties. The purpose of the Committee is to “promote the vitality of Downtown Mountain View through recommendations to the City Council on programs, projects, and policies for economic development, a quality downtown environment, and the maintenance and development of parking facilities.”

There are currently 11 seats on the Committee composed of stakeholders representing a cross section of downtown Mountain View and the greater Mountain View community. The Committee is composed of members from the following categories: four downtown property and/or business owners, four business-at-large (including the Central Business Association and Chamber of Commerce), two community at-large, and one neighborhood representative (appointed by the Old Mountain View Neighborhood Association). Currently, there are five vacant seats in the following categories: two downtown property and/or business owners and three business-at-large (including the Central Business Association).

In October 2018, the issue of eligibility to join the Downtown Committee was discussed at the Council Appointments Review Committee (CARC). A potential Downtown Committee applicant was not appointed because the applicant was not eligible under any of the membership compositions. The eligibility component of the Downtown

Committee bylaws was referred to the Council Policy and Procedures Committee (CPPC) for further review. In addition, the Downtown Committee discussed the bylaws within the context of current vacant seats at their June and September 2019 meetings. The Committee identified potential changes to the downtown property and/or business category and business-at-large category. The goal of these potential changes is to attract more applicants and provide flexibility as to who can participate.

ANALYSIS

On December 5, 2019, the CPPC reviewed the composition and eligibility of the Downtown Committee bylaws within the context of the CARC and Downtown Committee discussions (Attachment 2–Committee Report). CPPC recommended changes be made to the membership composition and be considered for adoption at a future City Council meeting. Table 1 below provides a summary of current bylaw language (Column 1) and the CPPC recommended changes (Column 2). Staff notes that the CPPC has not yet approved the minutes summarizing this discussion.

Table 1: Current Membership Composition Bylaws and Recommended Changes

Current Bylaws	Recommended Changes
<i>2. Article IV – Membership, Section 1: Composition</i>	
a. Four members who own property and/or a business in downtown. (Members should represent diverse types of businesses and properties)	Change the definition to property owner and/or representative of a business. This could address the issue brought up through the CARC and accommodate future applicants who are not the business owner but a representative of the business.
b. Four business-at-large members with one representative each from the Central Business Association (the representative may be the Executive Director), the Chamber of Commerce (the Executive Director, or a business representative outside the downtown), and two businesses not in downtown.	Remove the Executive Director from the definition of the Central Business Association and Chamber of Commerce and replace with a representative from the organization. This could allow the organizations to appoint a representative other than the Executive Director. Also, add an alternate for the Central Business Association and Chamber of Commerce. This could ensure both organizations are represented at all meetings.

FISCAL IMPACT – None.

ALTERNATIVES

1. Make no changes to the Downtown Committee bylaws.
2. Provide other direction.

PUBLIC NOTICING

Agenda posting and a copy of report to the Downtown Committee, Central Business Association, and Chamber of Commerce.

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- Attachments:
1. Resolution Amending the Downtown Committee Bylaws
 2. December 5, 2019 Council Policy and Procedures Committee Report