City Council Report

Item: 13.
Category: New Business
Meeting Date: September 17, 2013

TITLE: **Appoint Two City Representatives to the Dell Avenue Area Plan (DAAP) Community Advisory Committee (CAC)**

RECOMMENDATION

Staff recommends that the City Council appoint two City representatives to the Dell Avenue Area Plan (DAAP) Community Advisory Committee (CAC)

BACKGROUND

On September 5, 2013, the City Manager and City staff conducted a kick-off meeting with the consultant team from The Planning Center/DC&E, the City's chosen consultant firm hired to prepare the Dell Avenue Area Plan (DAAP) and associated environmental work. A kick-off meeting is the typical first step to begin a planning process. One topic of discussion included the representation of a Community Advisory Committee (CAC).

In addition to holding a stakeholders' meeting, the consultant suggested that the CAC include no more than ten members, primarily consisting of key property owners and business owners represented in the Dell Avenue area, and possibly a representative from the Chamber of Commerce. The CAC is an advised working group that will have frequently occurring meetings during the planning process and will serve as a valuable and informative part of the development of the DAAP. The CAC meetings will also be open for public attendance.

DISCUSSION

In response to staff's suggestion to have Planning Commission and City Council representation, the consultant agreed that they have found it a typical approach to have one of each. With that said, any combination of the two would equally be sufficient to effectively provide this representation.

In order to promptly begin this process and to stay on schedule with this approximately nine-month planning process for the development of the DAAP, staff is recommending that the City Council, at this time, appoint the two City representatives.

FISCAL IMPACT

There are no fiscal impacts associated with the appointment of these City representatives.

ALTERNATIVES

Although the consultant states it is typical to have one representative each from the Planning Commission and City Council, the Council may appoint any combination of the two.

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