

RESOLUTION NO. 21-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAGLE, IDAHO ESTABLISHING AN EAGLE DOWNTOWN ADVISORY BOARD; ESTABLISHING THE PURPOSE OF THE BOARD; ESTABLISHING THE NUMBER OF PERSONS TO SERVE ON THE BOARD; ESTABLISHING THE SELECTION AND QUALIFICATIONS FOR PERSONS TO SERVE ON THE BOARD; ESTABLISHING THE TERM OF THE BOARD; ESTABLISHING MEETINGS OF THE BOARD; ESTABLISHING A CHAIR AND VICE CHAIR OF THE BOARD; ESTABLISHING A SECRETARY OF THE BOARD; ESTABLISHING ATTENDANCE OF THE BOARD; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Eagle, Ada County, Idaho (the “City”), is a municipal corporation duly organized and operating under the laws of the State of Idaho; and

WHEREAS, the City Council of the City of Eagle is authorized by Title 2, Chapter 4, Eagle City Code, to establish the creation of Committees to provide the Mayor and City Council advice and recommendations on matters not specifically addressed in City Code; and

WHEREAS, the Eagle City Council recognizes that the downtown is vital to Eagle’s quality of life, important in attracting new companies, visitors and tourists, and a valuable source of commerce and industry, and;

WHEREAS, one of the City Council's top goals is to develop the full potential of a strong downtown, and;

WHEREAS, the initial step in this effort requires working with business owners, property owners, and the community to develop plans and visions to address issues related to downtown, and;

WHEREAS, continued efforts by property owners, business owners, and the community will be needed to implement plans that will help revitalize downtown and help it achieve its full potential, and;

WHEREAS, an advisory board made up of members having a stake in Eagle's downtown is needed to coordinate these plans and continue efforts to achieve this goal, and;

WHEREAS, the City of Eagle desires to establish an Eagle Downtown Advisory Council to provide sustainability and continued redevelopment and revitalization of the City’s downtown planning areas.

NOW, THEREFORE, BE IT RESOLVED BY THE EAGLE CITY COUNCIL, THAT:

Section 1: Pursuant to Title 2, Chapter 4, Eagle City Code, the Eagle City Council hereby establishes and creates the Eagle Downtown Advisory Board (“Board”).

Section 2: The purpose of the Board is to:

- a. Advise and make recommendations to the Mayor, City Council and City Staff on matters pertaining to issues impacting the economic, social, cultural, environmental, physical, and educational conditions in Downtown Eagle.
- b. Collaborate with City Staff and the public to develop an Eagle Downtown Master Plan. This plan shall include goals, objectives, implementation strategies, and an action plan which in turn will promote city-wide economic development efforts and foster downtown revitalization.
- c. Work with the Mayor, Staff and City Council to guide the efforts of creating an Eagle Downtown Business Association (DBA) and working committees that follow the National Main Street Approach.
- d. Act as a champion for Downtown Eagle supporting collaboration, entrepreneurship, and investment.
- e. Conduct evaluations and provide recommendations for changes or additions to current ordinances, land development policies, architectural design standards, and existing adopted city plans that impact the growth and sustainability of Downtown Eagle.
- f. Facilitate the process for establishing a Business Improvement District within specific downtown areas, and act as a strategic advisor to facilitate the visioning, planning, and coordination of such.
- g. Recommend and monitor implementation of downtown planning efforts.
- h. Provide recommendations for effective management of the public resources for downtown, recommend financial tools, and actively pursue and assist private sector investment in the downtown area in coordination with the City, until a formal Downtown Association has been created.
- i. Cooperate with and evaluate and represent the recommendations of other organizations, including, but not limited to, Chamber of Commerce, government agencies, property owners, merchants, residents, businesses, tenants, institutions, and other members of the downtown community.
- j. Facilitate the creation of an independent organization, separate, distinct, and independent from the city government and known as a Downtown Business Association.

- k. Work closely with all organizations, business and property owners, City Staff, and community groups to maximize the resources available to downtown.
- l. Submit a report to the Eagle City Council and community on the status of Eagle's downtown no later than six (6) months from the Board's creation and quarterly thereafter.

Section 3: Composition of Board: The Board shall be comprised of no more than eight (8) total members comprised of the following:

VOTING MEMBERS:

- Five (5) voting members shall be appointed by the Mayor and confirmed by the City Council at a public hearing. The five (5) voting members shall be from the private business sector of the community representing various segments of the greater downtown community such as, but not limited to, property owners, merchants, residents, business owners in various industry sectors, and institutions. Members shall have a willingness to participate actively in board efforts; and shall possess expertise and interest in the sustainability and redevelopment of downtown.

NON-VOTING-LIAISON MEMBERS:

- One (1) liaison member shall either be the Executive Director of the Eagle Urban Renewal Agency or its Board Chair.
- One (1) liaison member shall be someone from the City Council.
- One (1) liaison member shall be someone from the City's Economic Development Department.

Members of the Board shall receive no compensation for their service but shall be entitled to reimbursement for out-of-pocket expenses in connection with their official duties.

Section 4: Term: Members of the Board shall serve staggered terms with two (2) board members serving two (2) year terms, and three (3) board members serving three (3) year terms. The City Council member and the Urban Renewal Board member will serve in an advisory capacity according to the length of their respective terms of office. The Economic Development staff member will continue to serve in an advisory capacity to the Board through the life of the Board. At-large members will be eligible for reappointment for one (1) additional term of two (2) years, or three (3) years, respectively. The term of the Board will be active indefinitely or until an independent Downtown Business Association.

Section 5: The Board shall select annually from its voting members a Chair and Vice-Chair whose duties and responsibilities are as follows:

Board Chair

The Chair shall preside at all meetings and exercises authority and performs duties as required, provide guidance and leadership to the Board in the completion of its mandate; and ensure that decorum is maintained at each meeting and that rules of procedure and conduct are observed.

Vice Chair

The Vice-Chair acts in the Chair's absence and assumes the roles and responsibilities of the Chair.

If the Chair and Vice-Chairperson are absent or refuse to act, any Board member may be appointed by the Board to preside over the meeting.

Section 6: Board Secretary: The City of Eagle Director of Economic Development, or his/her designee, shall serve as the Secretary to the Board.

Section 7: Attendance: Members shall contribute time, knowledge, skill, and expertise to the fulfillment of the Board's mandate and research issues relevant to their Board's mandate as required. Should any Member of the board fail to attend three (3) successive regular meetings without being authorized to do, the Board should recommend to the Mayor and City Council they declare the board seat vacant, and the Mayor may appoint another Member in the member's place with confirmation from City Council.

Section 8: Meetings: The Board shall conduct regular monthly meetings at City Hall, unless cancelled by the Chair as a result of having no business or for other good cause. Special meetings may be requested by the Economic Development Director and/or Mayor, the Chair of the Board, or by a majority of its voting members.

The Board shall comply with the Idaho Open Meetings Act, including posting notices as agendas so as to adequately inform the public of the time, location, and substance of business to be undertaken. All boards, committees and commissions must keep at least summary records of their proceedings and these records will be accessible to the public.

A majority of the members then in office shall constitute a quorum. Any meeting may be adjourned from time to time by a majority of the votes cast upon the question, whether or not a quorum is present, and the meeting may be held as adjourned without further notice.

Section 9: This Resolution shall take effect and be in force immediately upon its passage and approval.

PASSED AND APPROVED by the City Council on the 13th day of July, 2021.

CITY OF EAGLE

Ada County, Idaho

Jason Pierce, Mayor

ATTEST:

Tracy E. Osborn, City Clerk