



Legislation Text

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Amend Rules and Procedures of the CRA Board - Cancel Regular Board Meeting (B)

The Community Redevelopment Agency Board adopted Rules of Procedure governing the conduct of board meetings. The current Rules of Procedure adopted by Resolution 170966, mandate that the regular meetings of the CRA Board be on the third Monday of the month. Pursuant to the current Rules of Procedure, the only method to cancel a regular meeting is by a 2/3rds vote of the members of the Board.

There have been months in which there is no regular business to bring before the Board but because the rules mandate the regular meeting be held on the third Monday each month, the CRA Board is required to convene a special meeting to cancel the regular meeting. CRA staff recommends that the Board amends its rules of procedure to allow the cancellation of a regular meeting if there is no business to come before the Board for that month without convening a special meeting.

If the Board decides to amend its procedural rules to permit cancellation of a regular meeting, the Board should discuss how that decision is to be made. Generally, the CRA staff prepares a draft agenda which includes items that require Board approval and necessary updates. The draft agenda is discussed at an agenda review the week prior to the CRA Board meeting. At agenda review, agenda items may be added or removed by either CRA staff or the Chair. Additionally, during the regular meeting, Board members may bring items to the Board that are not on the agenda. Thus both CRA staff and CRA Board members may have items they wish to present at a regular meeting. The procedural rules should allow for both staff and Board member input prior to cancelling a regular meeting.

None

The CRA Board: 1) Cancel a regular board meeting if there is no business scheduled; 2) Set procedural rules for determining no business and cancelling regular meeting; and 3) direct staff to amend the Rules and Procedures.