

**CHAPTER 150**  
**Economic and Community Development Advisory Board**

150.01 Purpose.	150.06 Advisory nature of recommendations.
150.02 Membership.	150.07 Meetings.
150.03 Term of office.	150.08 Quorum.
150.04 Compensation.	150.09 Attendance.
150.05 Powers, duties and responsibilities.	150.10 Vacancies.

**150.01 PURPOSE.**

The Economic and Community Development Advisory Board will review, advise, assist and recommend to the Mayor, City Council, administrative staff, and related Boards and Commissions plans, programs and economic development projects consistent with the economic and community goals of the City. Efforts will be focused on creating a vital and attractive economic environment while ensuring the highest quality of community life.

**150.02 MEMBERSHIP.**

The Economic and Community Development Advisory Board shall be comprised of five (5) appointed members, two appointed by the Mayor, one appointed by City Council, one appointed by the Rocky River School Board and one appointed by the Rocky River Chamber of Commerce. The Director of Economic and Community Development will serve as an Ex Officio/non-voting member of the Advisory Board. In addition to the above-captioned five appointed members, the Mayor shall appoint one alternate member to serve upon the absence or request of a regular member. When the alternate member replaces a regular member he/she shall be a voting member.

**150.03 TERM OF OFFICE.**

Appointed members and the alternate member of the Economic and Community Development Advisory Board will serve for one-year terms.

**150.04 COMPENSATION.**

Appointed members and the alternate member of the Economic and Community Development Advisory Board will serve without compensation.

**150.05 POWERS, DUTIES AND RESPONSIBILITIES.**

The Economic and Community Development Advisory Board members shall have the following duties and responsibilities:

- (a) Assist in the assessment and identification of factors impacting the retention, expansion and recruitment of businesses;

- 
- (b) Identify effective initiatives to address factors of business relocation and/or expansion;
  - (c) Assist in the identification of potential compatible/desirable businesses, suitability of location sites and the adequacy of municipal services to support such development;
  - (d) Assist with the identification of county, state, federal and/or private programs to support economic and community development in the City;
  - (e) Advise the Director of Economic and Community Development on short-term and long-term planning and development issues, both in residential and commercial areas;
  - (f) Assist in the identification of issues impacting residential redevelopment and provide recommendations for addressing identified issues;
  - (g) Determine issues of concern to the business community and make recommendations to the Mayor, City Council as well as other appropriate Boards and Commissions on ways to address those concerns;
  - (h) Review economic development marketing efforts, including advertising, marketing materials, special events, activities, etc. Advise the Director of Economic and Community Development as to the appropriateness and effectiveness of materials and marketing efforts;
  - (i) Maintain and enhance communication with the business community; and
  - (j) Provide expertise to the Director and Economic and Community Development as is necessary and appropriate.

#### 150.06 ADVISORY NATURE OF RECOMMENDATIONS.

All studies, reviews, recommendations and specific plans formulated or submitted by the Economic and Community Development Advisory Board shall be advisory only and shall not be binding on the Economic and Community Development Department, the Mayor, City Council, City Boards or Commissions, or any member of the City administrative staff.

#### 150.07 MEETINGS.

Regular meetings of the Economic and Community Development Advisory Board shall be scheduled on a quarterly basis. Special meetings may also be scheduled as needed. The Secretary shall keep the minutes of each meeting. The Economic and Community Development Advisory Board may meet in executive session following Article VI, Section 1 and Article X, Section 6 of the Charter of the City of Rocky River. Meeting minutes shall be disseminated to the Mayor, City Council and others requesting copies.

#### 150.08 QUORUM.

A majority of the voting members of the Economic and Community Development Board shall constitute a quorum for transacting business at any regular or special meeting. No action shall be taken at any regular or special meeting in the absence of a quorum, except to adjourn the meeting to a subsequent date.

**150.09 ATTENDANCE.**

Any appointed member of the Economic and Community Development Advisory Board being absent from three (3) consecutive meetings, his/her office shall be automatically vacated and a new member shall be appointed by the body or person making the original appointment to serve for the unexpired portion of the term vacated.

**150.10 VACANCIES.**

Any vacancy occurring with an appointed member of the Economic and Community Development Advisory Board shall be filled by the body or person making the original appointment. The newly appointed member shall serve for the unexpired portion of the term vacated.

(Ordinance No. 5-03. Passed 1/27/03.)

