

BARRIO LOGAN REDEVELOPMENT

PROJECT AREA COMMITTEE

BYLAWS

ARTICLE I – THE COMMITTEE

Section 1. Name of Committee

The name of the committee shall be the “Barrio Logan Redevelopment Project Area Committee: (hereinafter referred to as the “PAC”).

Section 2. Purpose

The PAC shall provide a means for private citizen advice to the City Council of the City of San Diego (“City Council”) and the Redevelopment Agency of the City of San Diego (“Agency”) on matters relating to the preparation, adoption and implementation of the Barrio Logan Redevelopment Project (the “Project”) in the City of San Diego. In order to accomplish the purpose, the PAC shall:

- (1) Prepare and submit to the City Council a report and recommendation on any proposed redevelopment plan for the Project.
- (2) Consult with and advise the Agency on policy matters which deal with the planning and provision of residential facilities or replacement housing related to the Project
- (3) Consult with the Agency on other policy matters which affect the residents of the Project area.
- (4) Gather information and serve as a communication link between the Agency and Project area owners, residents, business owners and community organizations; keep residents, business owners and community organizations informed of the various elements included or to be included in the redevelopment plan for the Project area; and transmit the concerns and suggestions of the residents, business owners and community organizations to the Agency
- (5) Participate in the Project decision-making process by reviewing and evaluating Project activities and making advisory recommendations as necessary and appropriate.

Section 3. Membership

A. Composition

The PAC shall consist of members in the numbers and categories as established by the Procedure for Formation of Project Area Committee for Barrio Logan, as amended December 8, 2003, Resolution No. R-298704 of the City Council.

B. Qualifications

Only those persons who meet the qualifications set forth in Resolution No. R-298704 of the City Council shall be eligible to be members of the PAC and only during the time they so qualify. Any PAC member who is not or is no longer included in that category from which he or she was elected shall resign or be subject to removal from the PAC as provided in Section 6 of Article I of these Bylaws. However, nothing in this subsection B or in these Bylaws shall prevent a person who is included in two or more such categories from being eligible to be elected and to serve on this PAC, provided that he or she is and remains included in that category from which he or she was elected.

C. Project Area Boundaries

The Project area boundaries are those which have been selected as the boundaries of the Barrio Logan Redevelopment Project by the City Planning Commission. If the Project area boundaries are amended, then the PAC shall be reconstituted by procedures established by the City Council to reflect such circumstances.

Section 4. Terms of Membership

Four (4) members of the PAC [of which one (1) is a representatives of residential tenants, three (3) are representatives of business owners] shall be elected for terms which shall expire at the first annual meeting of the PAC. The remaining nine (9) members of the PAC [of which two (2) are representatives of residential owner-occupants, three (3) are representatives of residential tenants, two (2) are representatives of business owners, and two (2) are representatives of existing community organizations] shall be elected for terms which shall expire at the second annual meeting of the PAC. Members elected at an annual meeting of the PAC shall serve terms which shall expire at the second annual meeting following their election. Initial terms of one or two years shall be drawn by lot.

The terms of initially and subsequently elected members of the PAC shall, in any event, continue until successors are elected and in office.

Section 5. Termination of Membership

Membership in the PAC shall automatically terminate in the event that:

- (1) The member shall not be, or shall no longer be, qualified in the category to which he or she was elected as established by Resolution No. 296209 or the City Council; or
- (2) The member shall have been absent from the number of PAC meetings specified in these Bylaws; or
- (3) The member shall have acted in violation of Article IV of these Bylaws.

Section 6. Removal of Members

A member may be removed by a vote of at least two-thirds (2/3) of the total membership of the PAC qualified and eligible to vote if, after a public hearing, it is found and determined that any one of the grounds for termination specified in Section 5 of Article I exists.

Section 7. Resignation

Any PAC member may resign at any time by giving written notice to the Chairperson. Any such resignation will take effect upon receipt or upon any date specified therein. The acceptance of such resignation shall not be necessary to make it effective.

Section 8. Filling of Vacancies

In the event a vacancy occurs on the PAC by reason of death, resignation or removal, such vacancy shall be filled by election of the remaining PAC members, with new members so elected having to meet the qualifications set forth in Article I, Section 3B. Vacancies resulting from termination of membership shall be filled in the manner set forth in Article III, Section I.

Section 9. Approval of PAC Membership by City Council

Initially, the membership of the PAC has been approved by the City Council as representative by Resolution No. 296209 of the City Council. Hereafter, the membership of the Pac shall be submitted to the City Council for consideration of the representative character of the PAC at the first City Council meeting following each change in membership of the PAC.

ARTICLE II - OFFICERS

Section 1. Officers

The officers of the PAC shall consist of a Chairperson, a Vice Chairperson and a Secretary and shall be elected in the manner set forth in this Article II.

Section 2. Chairperson

The Chairperson shall preside at all meetings of the PAC and shall submit such agenda, recommendations and information at such meetings that are reasonable and proper for the conduct of the business affairs and policies of the PAC. The Chairperson shall sign all resolutions, approved minutes, checks, contracts and other legal documents of the PAC. Annually, the Chairperson shall prepare a report on the PAC's activities and shall file the same with the Agency after it has been approved by the PAC.

Section 3. Vice Chairperson

The Vice Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson. In the event of the death, resignation or removal of the Chairperson, the Vice Chairperson shall assume the Chairperson's duties until such time as the PAC shall elect a new Chairperson.

Section 4. Secretary

The Secretary shall keep the records of the PAC, shall act as secretary of the meetings of the PAC, shall record all votes, and shall keep a record of the meetings in a journal of proceedings. The Secretary shall attest to and/or countersign all resolutions, approved minutes, contracts and other legal documents of the PAC.

Section 5. Additional Duties

The officers of the PAC shall perform such other duties and functions as may from time to time be required by the PAC, the Bylaws or other rules and regulations, or which duties and functions are incidental to the office held by such officers.

Section 6. Election

The Chairperson, Vice Chairperson and Secretary shall be elected by the PAC at its initial meeting and at each annual meeting, from among the members of the PAC. Such officers of the PAC shall hold office for one year or until their successors are elected and qualified. Such officers shall not be prohibited from succeeding himself or herself.

Section 7. Vacancies

Should the offices of either the Chairperson, Vice Chairperson or Secretary become vacant, the PAC shall elect a successor from among the PAC members at the next regular or special meeting, and such office shall be held for the unexpired term of said office.

ARTICLE III - MEETINGS

Section 1. Annual Meetings

Annual meetings shall be held on the third Wednesday in March of each year at the hour of 6:00 p .m., in the Lowell Elementary School Auditorium, unless otherwise designated; provided, however, that should said date be a legal holiday, then any such annual meeting shall be held on the next business day thereafter ensuing which is not a legal holiday. At annual meetings, officers shall be elected, as well a members whose terms have expired; reports of the affairs of the PAC shall be considered; and any other business may be transacted which is within the purposes of the PAC. Notice of annual meetings shall be given in the same manner as notices are required to be given for the initial election of PAC members as established by Resolution No. 296209 of the City Council.

Section 2. Regular Meetings

The PAC shall meet regularly on the third Wednesday of each month, at the hour of 6:00 p.m., in the Lowell Elementary School Auditorium, unless otherwise designated. In the event that the regular meeting date shall be a legal holiday, then any such regular meeting shall be held on the next business day thereafter ensuing that is not a legal holiday. Notice of all regular meetings shall be dispensed with, except as may be determined by the members of PAC.

Section 3. Special Meetings

Special meetings may be held upon call of the Chairperson, or of the majority of the membership of the PAC, for the purpose of transacting any business designated in the call, after notification of all members of the PAC by written notice personally delivered or by mail at least 24 hours before the time specified in the notice for a special meeting. Such written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Secretary of the PAC a written waiver of notice, and as to any member who is actually present at the time the meeting convenes. Additionally, the Chairperson shall be responsible for the posting of said notice publicly in three (3) places at least 24 hours prior to the time specified in the notice for the meeting. At such special meeting, no business other than that designated in the call shall be considered.

Section 4. Adjourned Meetings

Any meeting of the PAC may be adjourned to an adjourned meeting without the need for notice requirements of a special meeting providing the adjournment indicates the date, time and place of the adjourned meeting. PAC members absent from the meeting at which the adjournment decision is made shall be notified by the Chairperson of the adjourned meeting.

Section 5. All Meetings to be Open and Public

All meetings of the PAC shall be open and public to the extent required by law. All persons shall be permitted to attend any such meetings except as otherwise provided by law. Nothing contained in these Bylaws shall be construed to prevent the PAC from holding closed sessions during a meeting concerning any matter permitted by law to be considered in closed session provided the PAC complies with the conditions and procedures provided by law for closed sessions.

Section 6. Quorum

The powers of the PAC shall be vested in the members thereof in office from time to time. A majority of the total membership of the PAC qualified and eligible to vote shall constitute a quorum for the purpose of conducting the PAC's business, exercising its powers and for all other purposes, but less than a majority of the PAC membership may adjourn the meeting from time to time until a quorum is obtained. An affirmative vote by a majority of the total membership of the PAC qualified and eligible to vote shall be required for approval of any question brought before the PAC.

Section 7. Unexcused Absences

If a member shall be absent without the consent of the PAC from three (3) consecutive meetings, whether regular or special, or from three (3) meetings within six (6) calendar months consecutively, such absence shall effect the termination of the membership of the absenting member. A member's absence shall be excused if, prior to the meeting from which said member will be absent, said member notifies the Chairperson of his intent to be absent and the reasons therefor. At each meeting, after the roll has been called, the Chairperson shall report to the PAC the name of any member who has so notified him of his intent to be absent and the reason of such absence. The PAC shall approve such reasons for excused absences.

Section 8. Order of Business

The following shall be the order of business at regular meetings of the PAC:

- 1) Roll call.
- 2) Approval of minutes of previous meeting.

- 3) Communications.
- 4) Chairperson and PAC reports.
- 5) Old business.
- 6) New business.
- 7) Adjournment.

Section 9. Resolutions

Resolutions of the PAC shall be in writing and shall be designated by number, reference to which shall be inserted in the minutes of the meetings at which they are approved. Approved resolutions shall be filed in the official book of resolutions of the PAC.

Section 10. Minutes

Minutes of the PAC shall be in writing. Copies of the minutes of each PAC meeting shall be made available to each member of the PAC and the Agency. Approved minutes shall be filed in the official book of minutes of the PAC.

Section 11. Rules of Order

Except as provided in these Bylaws, all business and matters before the PAC shall be transacted in conformance with Robert's Rules of Order (Newly Revised).

Section 12. Committee Reports

Oral and written reports of the PAC, including resolutions adopted by the PAC, shall include a report of the position of the minority of the PAC as well as the majority. When applicable, an indication of the relative size of the majority and the minority for each such report shall be included within the report.

ARTICLE IV - REPRESENTATION BEFORE PUBLIC BODIES

Any official representations on behalf of the PAC before the Agency, the City Council or any other public body shall be made by the Chairperson, the Vice Chairperson in the Chairperson's absence, or a member of the PAC specifically so designated by the PAC.

ARTICLE V - SUBCOMMITTEES

Section 1. Establishment

The PAC shall have the authority to, and may, establish subcommittees as necessary to accomplish the purposes set forth in Section 2 of Article I of these Bylaws.

Section 2. Membership

Each subcommittee shall be composed of at least one (1), but not more than four (4), members of the PAC.

Section 3. Appointment of Members

Members on a subcommittee shall be appointed by the Chairperson of the PAC with the approval of the PAC

Section 4. Officers and Meetings

Subcommittee chairpersons shall be designated by the Chairperson of the PAC from among the PAC members appointed to the subcommittee. Each subcommittee shall elect a vice chairperson and such other officers as necessary, and shall establish the date, time and place for meetings to conduct the subcommittee's business.

Section 5. Subcommittee Reports

From time to time, the subcommittee shall submit written reports to the PAC, which reports summarize the subcommittee's activities, findings and/or recommendations on matters for which the subcommittee was established.

ARTICLE VI – AMENDMENTS

Section 1. Amendment of Bylaws

The bylaws of the PAC may be amended upon the affirmative vote of at least two-thirds (2/3) of the total membership of the PAC qualified and eligible to vote at a regular or special meeting, but no such amendment shall be adopted unless at least seven days' written notice thereof has previously been given to all members of the PAC. Notice of amendment shall identify the section or sections of the Bylaws proposed to be amended.