

RESOLUTION NO. XXXX

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CAPITOLA ADOPTING CAPITOLA VILLAGE AND WHARF
BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE
BYLAWS**

WHEREAS, The City of Capitola first established the Capitola Village and Wharf Business Improvement Area (CVWBIA) under the California Streets and Highways Code Section 36530 in May 2005; and

WHEREAS, as required by Section 36530 of the California Streets and Highways Code, the City Council appoints members to the CVWBIA Advisory Committee; and

WHEREAS, the CVWBIA Advisory Committee is an advisory body, formed by the City Council, to make a recommendation to the Council on the expenditure of revenues derived from the levy of the business assessments and other matters related to the assessments; and

WHEREAS, since the formation of the CVWBIA Advisory Committee, the City Council has not adopted any formal bylaws for the group.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Capitola that the CVWBIA Advisory Committee Bylaws attached hereto as Exhibit A and incorporated herein by reference are hereby adopted and shall serve as the governing document for the CVWBIA Advisory Committee.

I HEREBY CERTIFY that the above and foregoing resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 24th day of July, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Joe Clarke, Mayor

ATTEST:

Julia Gautho, City Clerk

BYLAWS OF THE CVWBIA ADVISORY COMMITTEE

The Capitola Wharf and Village Business Improvement Area (CVWBIA) Advisory Committee was established in May 2005, by the City Council, pursuant to Section 36530 of the California Streets and Highways Code.

Section 1. The Committee shall be called the Capitola Wharf and Village Business Improvement Area (CVWBIA) Advisory Committee and is hereby established.

Section 2. The purpose of the CVWBIA Advisory Committee is to make a recommendation to the Council on the expenditure of revenues derived from the levy of the business assessments and other matters related to the assessments.

Section 3. The CVWBIA Advisory Committee shall be comprised of the following representation:

- No more than three members, appointed by a motion and vote of the City Council
 - Two members of the community, who must either work or reside in Capitola.
 - One non-conflicted member of the City Planning Commission or Finance Advisory Committee.
- No member of the CVWBIA Advisory Committee may also serve as a member of the CVWBIA non-profit Board; however, members may include business owners subject to the assessment.
- The Committee may also recruit youth members pursuant to Administrative Policy I-38.

Section 4. The term of office shall be two years.

Section 5. The regular meetings of the CVWBIA Advisory Committee will be established each year, with meeting dates and times to be determined by the committee.

Section 6. The City will provide staff support to the CVWBIA Advisory Committee with the Assistant to the City Manager to be primarily responsible for ensuring this support, to include preparation of agendas and minutes, compilation of material for discussion at committee meetings and follow-up as necessary.

Section 7. Meetings of the CVWBIA Advisory Committee are subject to the Brown Act and members are subject to the Public Records Act and the Political Reform Act. Members identified in the City's Conflict of Interest Code are required to file a Form 700.