

# **ROLES AND DUTIES**

## **Economic Development Advisory Committee**

### **City of Merced**

The 11 member Economic Development Advisory Committee (EDAC) is advisory to the City Council and staff on business and industrial development policies and programs. The Committee is appointed by and responsible to the City Council. There are seven City representatives (including one Chamber of Commerce representative) and four County representatives, and one representative from the Airport Authority, each serving eight-year terms of office.

In its advisory capacity, the Committee will act on issues referred by the City Council, or those originated by the Committee and referred to the Council. The Committee also:

- Furnishes additional expertise to supplement staff skills in fields such as finance, transportation, industrial management, real estate, employment training, retail management, and utility resources.
- From time to time assists staff and the City Council in particular company expansions or locations in Merced.
- Assists the Council and staff in community education or economic and business development topics.
- May assist in representing the city at trade shows, conferences, or economic development events.
- Advises in the development of sound regulatory policies affecting business and industry, as requested by the City Council.
- Advises in the development of the annual work program and budget for the City's economic development program.
- Advises the City Council on matters related to the development of industrial lands adjacent to the Municipal Airport.

In the course of their duties, Committee members occasionally handle confidential business information. Committee work may also involve out-of-town travel in particular business development cases. Meetings are held as needed, at the call of the Chairman.

Interested Applicants:

This position requires the filing of a Statement of Economic Interests under the California Fair Political Practices Act guidelines.

Your application will be submitted to the City Council for consideration when a vacancy occurs on this Board. Appointments are made by the Council during its regular meeting agenda. You will be notified of the Council's action immediately following the meeting.

In the event you are not appointed, your application will be kept on file for a period of one year from the date of application. Each time a vacancy occurs on this board during the year, you will be contacted by the City Clerk's office to verify you are still interested prior to submitting your application to the Council.

Return the completed application form to: City Clerk's Office 678 West 18<sup>th</sup> Street, Merced, California 95340. Please be as descriptive as possible on the application form and include two references who can attest to your suitability for appointment to this board.