

CHARTER
OAKMONT COMMUNITY DEVELOPMENT COMMITTEE
Rev 2016-1-19 Charter Update and Oakmont Board Approved

The Oakmont Community Development Committee (OCDC) is a standing committee comprised of up to nine (9) members appointed by the Oakmont Village Association (OVA) Board of Directors. In addition, a member of the OVA Board of Directors may be appointed to the committee by the OVA Board president as a non-voting liaison member. The OVA Manager and staff may participate in all committee meetings as non-voting participants.

The committee shall elect a Chairperson, Vice-Chairperson and Recording Secretary at the first meeting following the annual installation of the OVA Board in April.

1. The duties of the Chairperson are:
 - a) Conduct all meetings of the committee
 - b) Prepare the agenda for all committee meetings
 - c) As necessary, form sub-committees and appoint members of such committees
 - d) Recommend to the OVA Board new committee members
2. The duties of the Vice Chairperson are:
 - a) Serve in the absence of the Chairperson
3. The duties of the Recording Secretary are:
 - a) Record the minutes of all committee meetings
 - b) Submit approved minutes to the OVA Board
 - c) Submit the results of all surveys to the OVA Board for approval and publication

The committee's primary purpose is to advise the OVA Board of Directors, and carry out any action directed by the OVA Board of Directors on all matters pertaining to those listed in the committee's purview.

The committee's purview is to:

- Monitor, review, report and recommend action on all activities, change of uses, proposals, projects and plans for commercial properties within the boundaries of Oakmont that may have an impact on the Oakmont community. Excluded from this purview are properties leased or owned by OVA.
- Monitor, review, report and recommend action on activities, change of uses, proposals, projects and plans for property outside of the Oakmont boundaries that may have an impact on the Oakmont community.
- Lobby and liaison with individuals, officials, organizations and agencies; especially those in city, county and state government that enact legislation, enforce codes and regulations, review and approve developments, general plan revisions and Conditional Use Permit (CUP) applications. Any such efforts shall be limited to matters that are germane to OVA's programs, further its exempt purposes, or protect the OVA community on local land uses.

Committee's Mode of Operation:

- Meet monthly.
- Special meetings may be called when required.
- Prepare a meeting agenda for distribution to the committee members and Board liaison; prepare meeting minutes, for the next monthly OVA Board meeting.
- As needed, conduct Oakmont community surveys to assess community views regarding activities that may have an impact on the Oakmont Community. Survey results may be made available to the Oakmont community under the direction of the OVA Board of Directors.