

## **Adopted Protocol for Joining the Renewal Enterprise District Joint Powers Agency**

**Purpose:** This protocol is designed to provide a basic roadmap for a qualified public agency to follow in pursuing an interest in joining the Renewal Enterprise District (RED) Joint Powers Agency.

**I. Qualification:** An interested party must be an entity that qualifies to become a member of a California joint powers agency according to the standards listed in Joint Exercise of Powers Act (SB 1350, Senate Local Government Committee, 2000), which and can be found in Government Code 6500-6536

([https://leginfo.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=GOV&sectionNum=6500](https://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV&sectionNum=6500)). Additionally, the interested entity must be an incorporated city or town within Sonoma County and be willing to agree to the terms of the Renewal Enterprise District Agency Joint Exercise of Powers Agreement (“JPA”).

**II. Declaration of Intent:** Next, a qualified interested city or town must contact the RED staff and request to be placed on the RED Board agenda to address the board regarding the qualifications and interests of the entity represented.

**III. Financial Contribution:** The RED is funded through a local budget. The cost of the local budget is split equally among the members of RED. If the addition of a New Member, as defined in the JPA, coincides with the start of a new fiscal year, all members’ contributions to the local budget will be adjusted accordingly. If an entity desires to join RED during the course of a fiscal year, the local budget contribution will be assessed based on a pro-rata share of the current fiscal year, per member cost, determined by which quarter within the fiscal year the entity signs the JPA. In the latter case, all members’ contributions will be readjusted at the beginning of the next fiscal year. A pro-rata invoice will be submitted upon passing of the board resolution and will be payable within thirty (30) days of submittal. Complete fiscal year invoicing will follow the regular member invoicing schedule.

**IV. Board Consideration:** The RED Board shall consider the request of a qualified interested entity to join RED. If approved, the RED Board shall pass a motion deeming the qualifications and intent sufficient for membership and directing staff to provide the necessary information to complete the process.

**V. New Member Resolution:** A resolution accepting the RED JPA terms and any other requirements of RED, including the Financial Contribution described in Section III above, must be approved by the New Member’s governing body. Once approved, the signed resolution must be submitted to the RED Executive Director.

**VI. Signing of the RED JPA:** The JPA should be reviewed by the New Member’s legal counsel. A wet signature page must be submitted to RED staff.