

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Olivia Lemen, Recreation Services Manager
DATE: July 19, 2011
SUBJECT: Consideration of a Resolution suspending the activities of the Community Resources Commission and vacating the Commission membership

APPROVAL FOR FORWARDING:



Richard D. Spittler, City Manager

1 **ISSUE:** Consideration of a Resolution suspending the Community Resources
2 Commission (CRC), and vacating the Commission membership and to direct the City
3 Manager to prepare enabling resolutions to create a Green Initiatives and Pool Advisory
4 standing committees for Council consideration.

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6 **RECOMMENDATION:** Adopt Resolution.

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8 **BACKGROUND/DISCUSSION:** At the City Council Goal Setting sessions in March of
9 2011 the discussion around the current need of the Community Resource Commission
10 (CRC) resulted in a suggestion to explore the elimination of the CRC all together. The
11 present members of the CRC are:

- 12 Karen Chang, Chair
- 13 Shirley Blomquist, Senior Rep
- 14 Indira Lopez, Hispanic Rep
- 15 Heidi Ticen, at large Rep
- 16 Michael Wysocki, Architect Rep
- 17 Vacant, 2 Student Reps

18 The CRC is staffed by Olivia Lemen and Erik Lundquist, depending on the nature of the
19 agenda.

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21 In 2004 the City adopted an ordinance establishing the Community Resources
22 Commission to create opportunities for increased community involvement in various
23 civic matters. The CRC was developed to assist the City Council in making decisions
24 by building a community consensus for proposals or projects, reviewing written

25 material(s), facilitating study of critical issues, assessing alternatives regarding issues of
26 community concern, and forwarding recommendations to the Planning Commission and
27 City Council as appropriate.

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29 More recently the activity within the overall CRC has decreased. In the past two years
30 the regular attendance of commissioners at the meetings has declined, and occasional
31 meetings have, in fact, been cancelled due to lack of quorum or adequate agenda. In
32 the spring of 2010, the Commission passed unanimously to amend the CRC bylaws to
33 meet every other month. This change was introduced in hopes that the CRC's activity
34 would increase and this would drive attendance. At the same time, the two student
35 positions were amended to advisory seats only, as participation was limited. In the last
36 six months, three meetings were cancelled due to lack of agenda items.

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38 Despite this, two sub-committees remain active:

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40 The Green Sub-Committee: The Green Sub-Committee has been working with staff to
41 make recommendations through the CRC to City Council on the County-wide Climate
42 Action Plan. This sub-committee is currently comprised of two CRC members and is
43 also committed to local green initiatives.

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45 The Community Pool Advisory Committee: The Community Pool Advisory Committee
46 (CPAC) is comprised of two CRC members, two Calistoga Community Pool Projects
47 (CCPP) members and a City staff. CPAC meets as needed through out the year to
48 review and make recommendations of the ongoing operation and maintenance of the
49 pool.

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51 At the May 18, 2011 CRC meeting, a formal recommendation by the Commission to
52 suspend the CRC was passed unanimously. By suspending the CRC and not
53 eliminating it, it leaves the City Council the ability to reinstate the CRC at any time.

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55 The CRC also recommended that the two current sub-committees (Green and CPAC)
56 be made standing committees that report directly to the City Council.

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58 Staff recommends the Green Sub-Committee become a formal committee comprised of
59 five members, one of which would be a city staff person. The CPAC should be
60 comprised of two members-at-large, two CCPP members and a City staff person. All
61 seats will be first offered to those currently occupying positions, and then the City
62 Council will make appointments to any vacated seats during this transition. Staff will
63 bring two enabling resolutions to the City Council at a future meeting to create these two
64 standing committees.

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66 **ATTACHMENT:**

- 67 1. Draft Resolution

