## 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. Spitler, City Manager

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

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**RECOMMENDATION:** Adopt Resolution.

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

Karen Chang, Chair

13 Shirley Blomquist, Senior Rep

Indira Lopez, Hispanic Rep

Heidi Ticen, at large Rep

Michael Wysocki, Architect Rep

Vacant, 2 Student Reps

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

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

July 19, 2011 Council Meeting Subject: Suspending the CRC Page 2 of 2

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

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

Despite this, two sub-committees remain active:

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

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

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

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

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

## **ATTACHMENT:**

1. Draft Resolution

1	RESOI	LUTION
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3		OUNCIL OF THE CITY OF CALISTOGA,
4	•	OF CALIFORNIA SUSPENDING THE NITY RESOURCES COMMISSION AND
5 6		NO TO DIRECT THE CITY MANAGER TO
7		ONS FOR CREATING A POOL ADVISORY
8		VES STANDING COMMITTEES
9		VES STANDING COMMITTEES
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11		toga Municipal Code establishes the Community
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15		ewed and considered the recommendations of the
16	Community Resources Commission	to suspend the activities of the Community
17	Resources Commission and to create a	a Green Initiatives and Pool Advisory standing
18	committees at its July 19th, 2011 regular	meeting; and
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20	· · · · · · · · · · · · · · · · · · ·	at these recommendations will result in increased
21		's city government and delivery of services.
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23	NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of	
24	Calistoga hereby suspends the activities of the Community Resources Commission and	
25	vacates the present membership, with the right to reinstate this Commission should it be	
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27		HED DESOLVED that the City Council of the
28 29	NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the city of Calistoga hereby directs the City Manager to prepare enabling resolutions to	
29. 30	establish standing committees on Green Initiatives and the Pool Advisory matters for City	
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33		<b>TED</b> by the City Council of the City of Calistoga
34	at a regular meeting held this 19th day of July, 2011 by the following vote:	
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40	ABSTAIN/ABSENT:	
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45	Jack Gingles, Mayor	Su Sneddon, City Clerk