

# City of Calistoga Staff Report

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**TO:** Honorable Mayor and City Council  
**FROM:** Susan Sneddon, City Clerk  
**DATE:** January 18, 2011  
**SUBJECT:** Discussion regarding re-establishing a stipend of \$50.00 per meeting for the Planning Commission pursuant to Calistoga Municipal Code Section 2.21.100

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**APPROVAL FOR FORWARDING:**

  
Richard Spitler, City Manager

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1 **ISSUE:** Discussion regarding re-establishing a stipend of \$50.00 per meeting for the Planning  
2 Commission pursuant to Calistoga Municipal Code Section 2.21.100 which states the following:  
3 *"Each member of the Planning Commission may receive compensation for each Planning*  
4 *Commission meeting attended. The amount of the compensation shall be set from time to time*  
5 *by resolution of the Council".*

6 **RECOMMENDATION:** Discuss and provide direction.

7 **BACKGROUND/DISCUSSION:** At the February 10, 2010 Planning Commission meeting action  
8 was taken to reduce the Commissioners stipend by 10% (from \$50 to \$45 per meeting) for the  
9 remaining part of Fiscal Year 2009-2010. At the June 1, 2010 Council meeting the Council  
10 discussed the upcoming Fiscal Year 2010/2011 General Fund budget, and considered various  
11 deficit reduction options in light of the existing economic situation. One option that staff  
12 recommended was to reduce the Planning Commission Fiscal Year 2010-2011 budget by  
13 suspending stipends, and reducing their training/meeting budget to save the City \$9,200. This  
14 option was included in Resolution No. 2010-051 adopted at the June 29, 2010 Special Council  
15 Meeting approving the General Fund Operating Budget for Fiscal Year 2010-2011.

16 **FISCAL IMPACT:**

17 If the stipend were to be reinstated for the remainder of Fiscal Year 2010-2011 the following  
18 costs would need to be re-budgeted to include \$3,375 for the five Commissioners over a 6  
19 month period:

20                   \$225/meeting (\$45 per Commissioner each meeting)  
21                   \$2,700 (12 regular meetings)  
22                   \$ 675 (3 special meetings)  
23                   \$3,375 Total

24                   OR

25                   \$250/meeting (\$50 per Commissioner each meeting)  
26                   \$3,000 (12 regular meetings)  
27                   \$ 750 (3 special meetings)  
28                   \$3,750 Total

29 These costs were not budgeted for this fiscal year.

30 **ATTACHMENTS:**

- 31           1. February 10, 2010 Planning Commission meeting minute excerpt;  
32           2. June 1, 2010 Staff Report and City Council meeting minute excerpt.  
33           3. Resolution No. 2010-051