



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: James Colangelo, City Manager
MEETING DATE: April 16, 2008

SUBJECT: **CONSIDER THE ADOPTION OF A RESOLUTION ELIMINATING THE GOLF ADVISORY COMMITTEE, AD HOC CAMPAIGN FINANCE REFORM/CONFLICT OF FINANCIAL INTEREST SUBCOMMITTEE, AD HOC CHARTER REVIEW COMMITTEE, AD HOC CRESPI POND OVERSIGHT SUBCOMMITTEE, MODIFYING THE MEMBERSHIP REQUIREMENTS FOR THE ARCHITECTURAL REVIEW BOARD AND HISTORICAL RESOURCES COMMITTEE, AND CONVERTING THE AD HOC BUDGET AND FINANCE SUBCOMMITTEE TO A STANDING COMMITTEE**

RECOMMENDATION:

Adopt the attached resolution.

DISCUSSION:

On January 23, 2008, the Council gave direction to staff to reduce the number of Boards, Commissions and Committees within the City. In addition, the Council sought direction from the Planning Commission on the membership requirements of the Architectural Review Board (ARB) and Historical Resources Committee (HRC), and from the ad hoc Budget and Finance Committee regarding modifying the Committee from an ad hoc committee to a standing committee.

The attached resolution would eliminate the following advisory bodies:

Golf Advisory Committee (responsibilities would be transferred to the Recreation Board)
Ad hoc Campaign Finance Reform/Conflict of Financial Interest Subcommittee
Ad hoc Charter Review Committee
Ad hoc Crespi Pond Oversight Committee

The Planning Commission has also provided recommendations on several advisory bodies, in addition to the ARB and HRC. While those recommendations are attached for your

consideration, this proposed action is only addressing the ARB and HRC. In regards to the ARB, the Planning Commission is recommending that:

- Reduce membership to five; change professional qualifications to one licensed architect, one licensed general building contractor, and two HRC members.

In regards to the HRC, the Planning Commission is recommending that:

- Reduce membership to five; remove requirement for one licensed architect and one licensed general contractor, and retain remaining qualifications requiring a demonstrated interest in and knowledge of historic preservation and the cultural resources of Pacific Grove and one representative of the Heritage Society; consider quarterly meetings or as needed to keep projects moving forward.

The ad hoc Budget and Finance Committee has also provide recommendations regarding the conversion of the Committee from an ad hoc to a Standing Committee. They are as follows:

The committee recommended that the purpose for the committee should be to: a) develop and make recommendations on financial issues before consideration by the City Council; b) help simplify and clarify information for communication to the City Council and the public; c) analyze and investigate financial information; and d) make recommendations for the City Council on policy issues for staff research and/or action.

The committee recommends that the standing committee should be comprised of five members and two alternates. Membership should include two members of the City Council and three members of the public at large. The committee strongly recommends that two of the at-large members be financial professionals, ideally Certified Public Accountants (CPAs) with governmental accounting experience. The Committee recommends not insisting on the CPA certification, given the potential difficulty of attracting CPAs' participation in the committee. The committee recommends two-year terms of office and all other rules governing other standing committees.

The committee did not make a recommendation on whether a new committee should be appointed at this time or whether the existing committee should remain in place until the next standing committee appointment process in 2009.

The committee recommends scheduling meetings once each month (staff recommends the third Thursday of each month).

FISCAL IMPACT:

Although it is difficult to quantify at this point, the elimination of some advisory bodies, and modification of the membership rules of other bodies, should improve efficiency and result in a savings to the City.

RESPECTFULLY SUBMITTED:

James J. Colangelo

Digitally signed: I have reviewed this document

James J. Colangelo
CITY MANAGER

RESOLUTION NO. 08-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE TO ELIMINATE THE GOLF ADVISORY COMMITTEE, AD HOC CAMPAIGN FINANCE REFORM/CONFLICT OF FINANCIAL INTEREST SUBCOMMITTEE, AD HOC CHARTER REVIEW COMMITTEE, AD HOC CRESPI POND OVERSIGHT SUBCOMMITTEE, MODIFYING THE MEMBERSHIP REQUIREMENTS FOR THE ARCHITECTURAL REVIEW BOARD AND HISTORICAL RESOURCES COMMITTEE, AND CONVERTING THE AD HOC BUDGET AND FINANCE SUBCOMMITTEE TO A STANDING COMMITTEE

WHEREAS, the City has had to reduce staff to balance its budget; and

WHEREAS, the City Council directed staff to review the existing Boards, Commissions and Committees to determine which could continue to be staffed; and

WHEREAS, many ad hoc Committees are no longer necessary; and

WHEREAS, the current membership requirements of the Architectural Review Board and Historical Review Board has made it difficult to find qualified appointees and resulted in a large number of instances where Board members have had to recuse themselves due to their professional involvement in projects before the Board; and

WHEREAS, the ad hoc Budget and Finance Committee has proven to be a valuable Committee that provides important opportunities for citizen participation and enhances the transparency in which the City handles its fiscal issues.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PACIFIC GROVE DOES RESOLVE AS FOLLOWS:

SECTION 1. Effective immediately, the following Committees are eliminated: Golf Advisory Committee, Ad hoc Campaign Finance Reform/Conflict of Financial Interest Subcommittee, Ad hoc Charter Review Committee, Ad hoc Crespi Pond Oversight Committee.

SECTION 2. Effective January 31, 2009, the membership requirements for the Architectural Review Board are modified to be as follows: reduce membership to five; change professional qualifications to one licensed architect, one licensed general building contractor, and two HRC members.

SECTION 3. Effective immediately, the membership requirements for the Historical Resources Committee shall be modified as follows: reduce membership to five; remove requirement for one licensed architect and one licensed general contractor, and retain remaining qualifications requiring a demonstrated interest in and knowledge of historic preservation and the cultural resources of Pacific Grove and one representative of the Heritage Society.

SECTION 4. Effective immediately, the meetings of the Historical Resources Committee shall be quarterly, with the understanding that special meetings may be convened to ensure the timely review of specific development applications.

SECTION 5. Effective immediately, the Budget and Finance Committee is established as a standing Committee, with the following purpose, membership criteria, and meeting dates:

Purpose

a) develop and make recommendations on financial issues before consideration by the City Council; b) help simplify and clarify information for communication to the City Council and the public; c) analyze and investigate financial information; and d) make recommendations for the City Council on policy issues for staff research and/or action.

Membership

Membership will consist of two members of the City Council and three members of the public at large. It is strongly recommended that two of the at-large members be financial professionals, ideally Certified Public Accountants (CPAs) with governmental accounting experience. Each member shall serve a two-year term of office (with staggered terms to be established by lot) and all other rules governing other standing committees.

Meeting Dates:

The regular meeting of the Committee shall be on the third Thursday of each month.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE
this 16th day of April, 2008, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

DANIEL E. CORT, Mayor

ATTEST:

CHARLENE WISEMAN, City Clerk

APPROVED AS TO FORM:

DAVID C. LAREDO, City Attorney

**PLANNING COMMISSION SUGGESTIONS ON
POTENTIAL CONSOLIDATION OF THE CITY'S ADVISORY BODIES
February 21, 2008**

1. **Planning Commission** – No change, unless the budget dictates and the city desires to fold Traffic Safety Commission responsibilities into Planning Commission.
2. **Architectural Review Board** – Reduce membership to five; change professional qualifications to one licensed architect, one licensed general building contractor, and two HRC members.
3. **Historic Resources Committee** – Reduce membership to five; remove requirement for one licensed architect and one licensed general contractor, and retain remaining qualifications requiring a demonstrated interest in and knowledge of historic preservation and the cultural resources of Pacific Grove and one representative of the Heritage Society; consider quarterly meetings or as needed to keep projects moving forward.
4. **Golf Course Advisory Committee** – Disband this committee and fold golf course issues into the Recreation Board's responsibilities.
5. **Recreation Board** – Add golf course issues under the purview of this Board.
6. **Arts Commission** – No change.
7. **Natural Resources and Beautification Committee** – Reduce membership to five; change to quarterly meetings or as needed.
8. **Traffic Safety Commission** – Reduce membership to five or, if budget dictates and the city desires, disband this commission and fold traffic issues into the Planning Commission's responsibilities.
9. **ADA Compliance Advisory Committee** – Reduce membership to five; change to quarterly meetings or as needed.
10. **Economic Advisory Committee** – Change name to "Economic Development Committee" to reflect a current need to focus on new strategies to expand the local economy.
11. **Housing Committee** – Reduce membership to five; change qualifications to two senior housing advocates and two affordable housing interests, and retain one Council member; change to quarterly meetings or as needed.