



MEMORANDUM

To: Matt Rodriguez, City Manager
Reina J. Schwartz, Assistant City Manager

From: Lehny M. Corbin, Deputy City Clerk 

DATE: March 27, 2019

SUBJECT: **Staff Research on San Pablo Beautification Board**

Pursuant to City Council direction on March 4, 2019 City Council meeting by majority vote, City staff have completed its initial research on the establishment and function of the former San Pablo Beautification Board (Board) via previous City Council action, as follows:

Date of Action: Action Taken by the City Council:

March 6, 1967 The City Council established the 15-member Citizens Advisory Committee on Beautification and Rehabilitation (Resolution 1967-2876); no term limits and subject to Robert's Rules of Order

November 6, 1972 Due to Repealed Resolution 1967-2876, the City Council established a 9-member Beautification Commission; term limits were 2- and 1-year. (See attached Resolution 1972-3537.)

July 2, 1979 Rescinded Resolution 1972-3537), the City Council formally dissolved the former Beautification Commission and established a new San Pablo Beautification Board (Resolution 1979-5302); 2 year term limits; no member limits; appointments made by Board (see attached Resolution)

Role/Purpose

Initially, based on City records, the Board was established to act in the capacity of the City Council and the Planning Commission in all matters relating to beautifying the City. The monthly meetings consisted of reviewing treasurer's reports, litter reports, overgrown vegetation, Code Enforcement issues, and small projects.

Other Functional Activities

The Board also conducted fundraised activities by holding dinners, luncheons, Pirate Bingo, events such as Man of the Year Award, Octoberfest, Rancho San Pablo Days, bartending at Mayors Conferences, auctions, art show, tree plantings, etc. The Board also held a Paint-Up Program that awarded 1st, 2nd and 3rd prizes to residents. The Board was also involved in the acquisition of the old wooden marquee, banners, as well as the tile mural in the fire pit area of Maple Hall.

Sister City Relations Activities

Additionally, the Board contributed to the San Pablo-Manzanillo Sister City Committee by donating various photographs of San Pablo to bring to Manzanillo, Mexico in 1983. Also, a dedication plaque was also presented to visiting dignitaries of the City of Manzanillo, Mexico. The City of Manzanillo, Mexico also bestowed a metal statute currently located in the lobby of Maple Hall.

IRS Tax Exemption

In 1995, an effort was made by the Board to apply for a tax exemption with the IRS. The IRS disapproved the request for lack of supporting documents. Following a resignation of the individual in charge of the preparing the application, the IRS tax exemption was not successfully acquired.

Decline and Dissolution of Board

As a result of declining membership, the Board's role and fundraising efforts also decreased substantially. As a result, in June 2012, the City Council formally dissolved the Beautification Board by Resolution No. #2012-086 which disbursed the Board's bank funds of \$5,749.22 to the City's Public Works Department for the City Hall re-landscaping project, and \$200 to the San Pablo Historical Society to be used as needed for projects or regular operations (see attachment).

This concludes all staff research on City records regarding the City's establishment and actions concerning the San Pablo Beautification Board.

Respectfully submitted:



Lehny Corbin, Deputy City Clerk

Date: 3-27-19

Attachments:

1. Adopted Resolution 1967-2876
2. Adopted Resolution 1972-3537
3. Adopted Resolution 1979-5302
4. Adopted Resolution 2012-086

RESOLUTION NO. 5302

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO, CALIFORNIA,
CREATING AND ESTABLISHING THE BEAUTIFICATION BOARD OF SAN PABLO
AND RESCINDING RESOLUTION NO. 3537

WHEREAS, the City Council of the City of San Pablo has determined to dissolve the Beautification Commission in order to create a new commission identified as the Beautification Board of San Pablo, and

WHEREAS, said Board shall be governed by the following guidelines:

1. The Board shall consist of an undetermined number of members.
2. Members of the Board shall be appointed by a majority vote of the Beautification Board of San Pablo.
3. Members of the Board shall serve for a two year term from date of appointment.
4. Membership shall not be restricted to San Pablo residents; however, whenever possible, San Pablo residents shall be encouraged to participate as a member.
5. The City Manager shall appoint a staff representative and appoint staff support as needed.
6. The Beautification Board of San Pablo shall provide the City Council of the City of San Pablo with at least quarterly reports regarding Board activities and programs, and the Board shall also provide the City Council with minutes of each meeting held.
7. The Beautification Board of San Pablo shall meet monthly at a mutually agreed upon time and location.
8. The Beautification Board of San Pablo is authorized to create honorary/non-voting membership whenever in the opinion of the active membership a member of the Board deserves such status.

9. Membership of the Beautification Commission as of June 18, 1979, shall become the membership of the Beautification Board of San Pablo, and their term of office shall expire on June 18, 1981. Records of the Beautification Commission and funds thereof shall be transferred to the Beautification Board of San Pablo.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of San Pablo that Resolution No. 3537 is hereby rescinded, the Beautification Commission dissolved, and the Beautification Board of San Pablo established.

ADOPTED, this 2nd day of July, 1979, by the following vote, to wit:

AYES: COUNCILMEMBERS Morrison, Gomes, Berkhout, Carmignani, and Daniels
NOES: COUNCILMEMBERS None
ABSENT: COUNCILMEMBERS None

APPROVED:

Marie H. Daniels
Marie H. Daniels, Mayor

ATTEST:

Charlotte Maggard
Charlotte Maggard, City Clerk

RESOLUTION NO. 2876

RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO ESTABLISHING A CITIZEN'S ADVISORY COMMITTEE ON BEAUTIFICATION AND REHABILITATION

WHEREAS, the City of San Pablo, State of California, has embarked upon a program of beautification and rehabilitation to provide a more attractive, healthful and safe community environment and encourage new quality development, and

WHEREAS, the City Council of the City of San Pablo recognizes said program will have a profound effect on the sound development of the entire city, and

WHEREAS, the City Council has considered the need to bring the many beautification and rehabilitation goals and policies into a single focus, stimulating, strengthening and coordinating the over-all program:

NOW BE IT RESOLVED that said City Council hereby establishes a Citizen's Advisory Committee on beautification and rehabilitation as follows:

(a) Purpose of Committee

To advise the City Council and Planning Commission on matters pertaining to the City beautification program and also assist, in any way possible, any group or individual interest in beautifying or improving property within or adjacent to the City of San Pablo.

(b) Committee Composition

The committee shall be composed of a 15-member group of citizens with a strong interest in community beautification. The committee is to be representative of the City's particular social, economic, and physical characteristics..

(c) Suggested Major Duties of Committee

1. Develop ways and means to further beautify and otherwise improve the focal points of the community such as city entrances, major thoroughfares, the central business district, public buildings, and natural beauty areas.
2. Develop ways and means to assist any group of residents, property owners, or merchants desiring to beautify or otherwise improve certain areas of the community.
3. Coordinate all existing and future city beautification and rehabilitation goals and policies.
4. Promote the understanding, cooperation, and active participation of as many community residents, workers, property owners, merchants, and organizations as possible in the furtherance of the city beautification program.

The foregoing resolution was passed and adopted by the City Council of the City of San Pablo at a regular meeting of said City Council held on the 6th day of March 1967 by the following vote, to wit:

AYES: Councilmen Mitchell, Simpson, Lineaweaver, Morrison & Weathers

NOES: Councilmen - None

ABSENT: Councilmen - None

APPROVED:

A. L. Weathers
Mayor, City of San Pablo

ATTEST:

Beatrice J. York
City Clerk, City of San Pablo

RESOLUTION NO. 3537

A RESOLUTION OF THE CITY OF SAN PABLO CREATING A BEAUTIFICATION COMMISSION FOR THE CITY OF SAN PABLO AND REPEALING RESOLUTION NO. 2876

WHEREAS, the City of San Pablo, heretofore by Resolution No. 2876, created Citizen's Advisory Committee on beautification and rehabilitation, and

WHEREAS, the membership of said commission has grown quite large and some members are active and some are not, and

WHEREAS, the previous committee membership contained no definite terms of office and the duties of said commission were not definitely defined, and

WHEREAS, it is the desire of the City Council to create a commission to be an official board of the City of San Pablo.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby establish a Beautification Commission for the City of San Pablo; and that the membership of said Commission shall consist of nine (9) members and such additional members as the City Council might select from time to time.

BE IT FURTHER RESOLVED that the term of office shall be for two (2) years and the first five (5) members selected by the City Council shall have a term of two (2) years and that the next four (4) members selected shall have a term of one (1) year. All members of said Commission shall serve at the pleasure of the City Council and shall be appointed by the majority vote of said City Council.

BE IT FURTHER RESOLVED that the purpose of said Commission shall be to act in an advisory capacity to the City Council and the Planning Commission in matters relating to beautifying the City of San Pablo in relation to existing problems or in relation to future activities on behalf of the City of San Pablo. That the Commission shall conduct its meetings pursuant to By-Laws to be presented to said Commission for approval by the staff of the

City of San Pablo.

BE IT FURTHER RESOLVED that the Council shall select the first chairman and vice-chairman to conduct the business, pursuant to Robert's Rules of Order; and that the actions, recommendations or purposes of said Commission shall be directed to the staff of the City of San Pablo for action deemed necessary by the Planning Commission or the City Council.

BE IT FURTHER RESOLVED that Resolution No. 2876 is hereby repealed effective forthwith.

BE IT FURTHER RESOLVED that additional members and their terms shall be set by the City Council at the time of appointment.

The foregoing resolution was passed and adopted by the City Council of the City of San Pablo at a regular meeting of said City Council held on the 6th day of November, 1972, by the following vote, to wit:

AYES: COUNCILMEN Berkhout, Lineaweaver, Mitchell, Morrison, and Weathers
NOES: COUNCILMEN None
ABSENT: COUNCILMEN None

APPROVED:

Robert M. Lincowans
Mayor, City of San Pablo

ATTEST:

Paris C. Baermission
City Clerk, City of San Pablo

RESOLUTION 2012-086

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO DISSOLVING THE BEAUTIFICATION BOARD OF SAN PABLO AND RESCINDING RESOLUTION NO. 5302

WHEREAS, the City Council of the City of San Pablo established the Beautification Board of San Pablo ("the Board") on July 2, 1979 by Resolution No. 5302; and

WHEREAS, over the past five years the group has struggled to recruit dedicated members to the Board and an active recruitment was posted to the City's Boards and Commissions website page and there has not been any interest; and

WHEREAS, at the regular meeting of April 18, 2012 the membership ultimately made a unanimous vote (3-0) in favor of disbanding the Beautification Board; and

WHEREAS, the Beautification Board's funds are administered by the City's Finance Department (Account No. 725) and at the last regular meeting of the Board, the Board also voted to make disbursement of the remaining funds in the account as follows:

- \$5,749.22 to be allocated to the City's Public Works Department for the City Hall courtyard re-landscaping project and; \$200.00 to be allocated to the Historical Society of San Pablo to be used as needed for their regular operations and/or special projects of the Historical Society; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: that the City Council of the City of San Pablo hereby determines to dissolve the Beautification Board of San Pablo; and

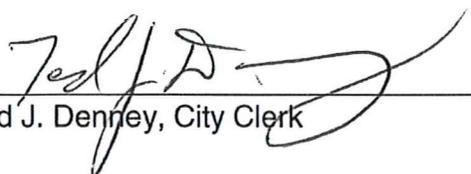
BE IT FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

ADOPTED this 18th day of June, 2012 by the following vote to wit:

AYES:	COUNCILMEMBERS:	Morris, Chao-Rothberg, Calloway, McNeil and Valdez
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None

ATTEST:

APPROVED:


 Ted J. Denney, City Clerk


 Cecilia Valdez, Mayor