

Legislation Text

File #: #19-105, **Version:** 1

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DATE OF MEETING: 04/15/19

SUBJECT:

CITY COUNCIL DISCUSSION AND DIRECTION TO CONSIDER POTENTIAL ESTABLISHMENT OF A SAN PABLO ADVISORY BEAUTIFICATION BOARD

CITY MANAGER RECOMMENDATION

Proceed with City Council discussion and direction to staff

COMPLIANCE STATEMENTS

San Pablo Advisory Beautification Board is not an adopted policy item under the FY 2019-21 City Council Priority Workplan, effective March 1, 2019. *Note: For policy relevance, the following major policy items are contained in the adopted Workplan that may have some linkages to this policy discussion/matter: Build a Healthy Community and Enhance Community Resilience.*

CEQA Compliance Statement

This is not a project as defined by CEQA

BACKGROUND

On March 4, 2019, the City Council by majority vote on a motion made by Councilmember Xavier and duly seconded, directed the City Manager to research the former City of San Pablo Beautification Board (Board). Initially, the City Council expressed some interest in re-establishment of this former Board.

City Staff Research

Following City Council direction on March 4, 2019, City Clerk staff prepared a memo dated March 27, 2019 to the City Manager which summarized staff's findings and research, including previous official City Council action related to the Board's establishment in 1967, and culminating in its eventual dissolution in 2012 (see attachment).

A summary of previous official City Council actions related to the former Board follows:

<u>Date of Action:</u>	<u>Action Taken by the City Council:</u>
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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
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November 6, 1972	Due to Repealed Resolution 1967-2876, the City Council established a 9-member Beautification Commission; term limits were 2- and 1-year.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)
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July 2, 1979 City Council rescinds Resolution 1972-3537, formally dissolving the former Beautification Commission and establishing a new San Pablo Beautification Board (Resolution 1979-5302); 2-year term limits; no member limits; appointments made by Board (see attached Resolution)

June 18, 2012 Because of declining membership, the Board's role and fundraising efforts decreased substantially. As a result, in June 2012, the City Council formally dissolved the Beautification Board by Resolution 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 attached Resolution 2012-086).

City Council Policy Direction

The City Manager will provide a brief overview on this memorandum at the City Council meeting to facilitate City Council discussion on this matter. Additionally, the City Manager has identified additional issues of operational concern that would require additional staff analysis on the potential establishment of the Board if directed by majority vote of the City Council, including but not limited to, the following issues:

1. Evaluate similar City Advisory Beautification Boards formally established by local cities in Contra Costa County for operational relevance and comparative purposes; and
2. Determine regulatory compliance with Ralph M. Brown Act for public meeting and noticing requirements; and
3. Determine level of budget impact and staffing resources for Advisory Board functions and support services; and
4. Identify any other issues associated with the function of a City Beautification Board for City Council review and consideration.

Budget and Contract Authority

As with other established City Boards and Commission, the San Pablo Municipal Code delineates how City advisory and appointive boards officially function and operate. Typically, budget and funding appropriations and procurement of contract services rests with the authority of the City Council only and would not be considered as a functional role by any official City Board or Commission per San Pablo Municipal Code and the City's Purchasing regulations in effect.

Ad-Hoc Temporary SubCommittee Assigned

To facilitate further City Council discussion on this matter, the City Council may consider the designation and establishment of a Temporary, Ad-Hoc SubCommittee consisting of two Councilmembers to work with the City Manager and/or designated staff on the potential establishment of a new San Pablo Advisory Beautification Board to include the potential development of an appropriate Draft by-laws document which addresses-but is not limited to-the following provisions:

- a. Board Function and Role
- b. Board Composition
- c. Term of Board Members
- d. Frequency of Meetings
- e. Agenda Matters
- f. Staff Support Services
- g. City Budget Impacts

If directed by majority vote, the City Manager would work diligently with the Temporary Ad-Hoc SubCommittee under its limited duration and scope until December 31, 2019 to facilitate further recommendations to the City Council for future policy consideration on formal Board establishment.

FISCAL IMPACT

None associated with this agenda item.

Attachment:

1. Memorandum from the City Manager to City Council dated March 27, 2019 re: Staff Research on San Pablo Beautification Board