

TO: James L. App, City Manager
FROM: Meg Williamson, Assistant City Manager
SUBJECT: Reorganization of Council ad hoc Committees
DATE: June 5, 2007

NEEDS: For the City Council to review and reorganize various ad hoc Committee assignments based on current project activity levels.

- FACTS:
1. The City Council uses ad hoc committee assignments to facilitate Council involvement in various special projects.
 2. The ad hoc committee assignments are intrinsically transient, subject to dissolution or reassignment as project task and activities may require.
 3. There are currently multiple ad hoc committee assignments that have not been updated as their work ended, or as new assignments have been identified.
 4. The ad hoc committee matrix is proposed to be updated in total at this time, as shown in the attached exhibit.
 5. New ad hoc committees are also proposed to be formed at this time. To do so, it will be necessary for the Council to identify which individuals will serve on these new assignments.
 6. Once updated, the ad hoc committee matrix will be brought back to the City Council from time to time as committees dissolve or form.

ANALYSIS &

CONCLUSION: City Council ad hoc committees are utilized as a method of facilitating work on special projects that have finite work scope. The current committee assignments and work activities are in need of updating.

POLICY

REFERENCE: None

FISCAL

IMPACT: There are no fiscal impacts identified with modification of the ad hoc committee assignment matrix.

- OPTIONS:
- a. For the City Council to approve the updated list of City Council ad hoc Committee assignments, including formation of new committees and member.
 - b. Amend, modify or reject above option.

Attachment:

- 1. Modified list of City Council ad hoc committee assignments
- 2. Memos from Public Works Director outlining need for new ad hoc committees

CITY COUNCIL AD HOC COMMITTEE ASSIGNMENTS

The work of the following ad hoc committees is complete and **proposed to be dissolved**:

Committee Function	Committee Members	Explanation
Downtown Parking & Circulation	Strong & Picanco	5/30/07 public workshop will conclude work
Salinas River outreach and mapping	Mecham & Picanco	Work complete – to City Council in July '07
Melody Basin evaluation	Nemeth & Mecham	Work complete – consideration with budget
Purple Belt – review of proposals	Picanco & Strong	Work assignment complete *
Olsen Ranch/Beechwood Specific Plan	Nemeth & Strong	Work assignment complete *
Creston Road Master Plan	Nemeth & Picanco	Work assignment complete - workshop next
Policy issues Chandler Ranch	Picanco & Strong	Work assignment complete *
South River/Charolais Roundabout	Nemeth & Strong	Work complete
Tourism Promotion	Nemeth & Strong	Work complete
4 th and Pine Street Master Plan	Mecham & Nemeth	Work assignment complete *
12 th & Spring/Park Parking Lot	Nemeth & Strong	Work assignment over
Nacimiento Water Treatment Plant	Hamon & Mecham	Work complete
Highway 46 East Corridor Study	Mecham & Strong	No work at this time


* The formation of a new ad hoc committee for new (but related) work activities/focus will be requested.

The work of the following ad hoc committees is still in process and termination date is **proposed to be extended:**

Committee Function	Committee Members	Explanation
News Rack Ordinance	Nemeth & Picanco	Extend through December 2007
Gateway Design Standards	Mecham & Picanco	Extend through December 2007
Development Permit Process	Mecham & Nemeth	Extend through December 2007

There are new projects or new work scope for past projects which necessitate **formation of new ad hoc assignments:**

Committee Function	Committee Members	Explanation
Youth Sports Council – Playing Fields	_____ & _____	See attached Memo from Doug Monn
ADA Transition Plan	_____ & _____	See attached Memo from Doug Monn
Olsen/Beechwood EIR & Development of the Specific Plan	_____ & _____	Input on development issues & alternatives (formation through December 2007)
Purple Belt – Evaluation of Draft Plan	_____ & _____	Input on draft plan (formation through December 2007)
Chandler Development Agreement	_____ & _____	Input on Development Agreement (formation through December 2007)
4 th and Pine – Purchase & Sale Agreements	_____ & _____	Input on Purchase and Sale Agreements (formation through December 2007)


TO: James L. App, City Manager
FROM: Doug Monn, Director of Public Works 
SUBJECT: Ad Hoc Committee Formation - Review of the Final Draft of the City's ADA Transition Plan
DATE: June 5, 2007

NEEDS: Staff requests that the City Council appoint two members to an Ad Hoc Committee to assist staff in the review of the City's ADA Draft Transition plan and possible amendment of the plan as recommended by the Federal Department of Transportation.

BACKGROUND: The City initiated an assessment in January of 2006 for the purpose of draft a Transition Plan to identify accessibility needs associated with the Americans with Disability Act. The plan was submitted to the Department of Transportation for review at their request. The DOT has provided the City with a list of recommendations. The ad hoc committee will be asked to review the recommendations and provide staff with direction regarding their inclusion into the Transition Plan.

OPTIONS:

- a. Appoint two City Council members to the ad hoc committee.
- b. Amend, modify or reject the above option.

TO: James L. App, City Manager
FROM: Doug Monn, Director of Public Works 
SUBJECT: Re-establishing an Ad Hoc Committee for Review of a Contract for the Development of Play Fields by Paso Robles Youth Sports Council
DATE: June 05, 2007

NEEDS: Staff requests that the City Council reappoint two members to an Ad Hoc Committee to review a draft contract for development of 4.76 acres for play fields.

BACKGROUND: On September 19, 2006, the City Council appointed Council members Frank Mecham and Duane Picanco to an ad hoc Committee to work with City Staff to draft a Memorandum of Understanding with the Paso Robles Youth Sports Council to develop 4.76 acres of City owned property adjacent to North River Road. The committee was released pending staff and legal counsel completing a draft agreement. A draft contract has been prepared and is ready for evaluation by an ad hoc committee prior to review by the entire Council.

OPTIONS:

- a. In order to allow adequate time for the ad hoc to review the draft documents associated with the potential development of the 4.7 acres, it is recommended that the Committee's duration be extended to October 31, 2007.
- b. Amend, modify or reject.