



## **Staff Report**

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### RESOLUTION AMENDING THE COMPOSITION OF THE GREEN ADVISORY COMMITTEE

Honorable Mayor and Council Members:

#### **Summary**

The City Council established a Green Advisory Committee (GAC) to gather and explore ideas on enhancing Belmont's environmental sustainability. The GAC has been divided into five subcommittees 1) *Waste Prevention & Recycling*; 2) *Transportation*; 3) *Building & Utilities*; 4) *Sustainability/Keeping It Green*; and 5) *Outreach*. Each subcommittee typically meets on a monthly basis and reports back to the larger group. The GAC meets on a regular basis on the fourth Wednesday of the month. The GAC subcommittees are in the process of preparing recommendations that will be reviewed & accepted by the full group and then subsequently forwarded to the City Council for adoption (expected in late Spring). Such recommendations will address:

- Energy efficiency & conservation promotion
- Green Building Construction
- Waste reduction/recycling
- Climate-friendly purchasing
- Alternative energy & low-carbon fuel use
- Sustainable land use & smart growth

The Council adopted a Resolution (10043) at their July 22, 2008 meeting amending the composition of the GAC – 21 members total broken down as follows:

- City Council (2)
- Planning Commission (1)
- Parks Commission (1)
- Finance Commission (1)
- Neighborhood Associations (2)
- Chamber of Commerce (1)
- Sustainable San Mateo County (1)
- Notre Dame De Namur University (1)
- Citizens at Large (11)

## **Discussion**

Over the last few full-group meetings, there has been a challenge assembling enough committee members to achieve quorum. This has hampered the Committee's efforts to conduct basic general business matters – i.e. adoption of minutes. If this trend continues, full-group acceptance of subcommittee recommendations that will ultimately be forwarded to the City Council will be problematic. To better streamline the GAC, it is recommended that the composition be modified to a slightly smaller number to safeguard against potential future quorum issues.

Staff has had discussions with four of the GAC members relating to past attendance or expressed concerns about the time commitment. It is recommended that these four members continue to serve on the GAC but in more of a consultative role – they can continue to attend meetings if they wish, and provide feedback/suggestions, but would not be “voting” members as related to adoption of minutes or recommendations. These members have concurred with this recommendation and do not have any reservations about the modification of their role/status as it relates to the GAC.

At their January 28, 2009 meeting, the GAC further discussed this issue and concurred with a modification to the structure. As a result of this discussion, the GAC recommended the following:

- Augmenting the Finance Commission appointment to allow City Treasurer John Violet to also serve in this capacity.
- Adding an At-Large Member from the community – Susan Wright – 1910 Lyon Street. Ms. Wright works in the sustainability field, has essentially attended every meeting of the GAC since last July, and has provided valuable feedback/suggestions to the Committee.

Based upon the above discussion (modification of the committee member status & the augmentation/addition of Mr. Violet & Ms. Wright, respectively), the GAC would be amended from 21 to 18 voting members – the resulting composition is described in the attached resolution. These recommendations were voted on by the GAC at the 1/28/09 meeting and were unanimously approved. A required next step was to have the City Council amend the Resolution on the GAC makeup. Thus, staff has provided a Resolution to this effect in accordance with the GAC direction.

## **General Plan/Vision Statements**

Appointing or augmenting the member composition of the Green Advisory Committee furthers the City's Vision Statement as follows:

### *Distinctive Community Character*

- *We get involved in town matters because we care about living here.*

### *Natural Beauty*

- *Our actions today preserve and enhance Belmont's beauty to make it even lovelier for our grandchildren.*

**Fiscal Impact**

There is no fiscal impact resulting from this action.

**Public Contact**

Posting of the City Council agenda.

**Recommendation**

Staff recommends that the Council amend the Green Advisory Committee composition via the attached draft Resolution as proposed in this memo.

**Alternatives**

1. Appoint other/alternative representatives.
2. Provide other direction to staff.
3. Take no action.

**Attachments**

- A. Draft Resolution Amending Resolution 10043 RE: Green Advisory Committee Composition

Respectfully submitted,

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Carlos de Melo  
Community Development Director

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Jack R. Crist  
City Manager

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**ATTACHMENT A**                      **RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT  
AMENDING RESOLUTION 10043 REGARDING THE COMPOSITION  
OF THE GREEN ADVISORY COMMITTEE**

**WHEREAS**, the City Council has determined that public participation is necessary in helping the City achieve its goals and objectives of becoming more environmentally sustainable;

**WHEREAS**, establishing the Green Advisory Committee (GAC) is consistent with the City's Vision Statement and Economic Development Program; and,

**WHEREAS**, the GAC would encourage the community to think globally and act locally; and,

**WHEREAS**, in the interest of streamlining the GAC structure to allow better conduct of business matters associated with committee meetings (fulfillment of quorum requirements to adopt minutes and recommendations), the Council believes it appropriate to amend the voting composition of the GAC.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Belmont does hereby amend Resolution 10043 regarding the Green Advisory Committee and the Committee composition for voting purposes (i.e. recommendations & minutes) as follows - 18 voting members total:

- City Council (2)
- Planning Commission (1)
- Parks Commission (1)
- Finance Commission or City Treasurer (1)
- Neighborhood Associations (2)
- Sustainable San Mateo County (1)
- Citizens at Large (10)

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I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on February 10, 2009, by the following vote:

AYES, COUNCILMEMBERS: \_\_\_\_\_

NOES, COUNCILMEMBERS: \_\_\_\_\_

ABSTAIN, COUNCILMEMBERS: \_\_\_\_\_

ABSENT, COUNCILMEMBERS: \_\_\_\_\_

\_\_\_\_\_  
CLERK of the City of Belmont

APPROVED:

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MAYOR of the City of Belmont