

RESOLUTION NO. 2005-133

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ESTABLISHING A CITY COUNCIL COMMITTEE POLICY GOVERNING COUNCIL COMMITTEES

WHEREAS, the City Council desires to gather facts and establish preliminary policies on issues of importance to the City through methods utilizing less than a quorum of the City Council; and

WHEREAS, the City Council of the City of Solana Beach desires to encourage the use of Council committees to devote significant time and effort to issues of importance to its citizens; and

WHEREAS, the City Council desires to establish a uniform policy applicable to all Council committees so that committee work will be performed in an efficient manner in compliance with the Ralph M. Brown Act

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does hereby resolve that:

1. The City Council hereby establishes a "Council Committee Policy" governing Council committees formed, which include less than a quorum of the full Council as its members.

2. The purpose of the Council Committee Policy is to establish rules and regulations for the governance of City-sponsored committees in which two Council members are members in compliance with the provisions of State law including the Ralph M. Brown Act (Government Code section 54950, et seq.), when applicable.

3. City-sponsored City Council committees fall into the following categories:

a. **Standing Committees.** Council committees that are permanent in nature and have two Council members shall be considered Standing Committees of the City Council. Standing Committees shall be of a long-term or permanent nature and shall comply with all noticing and posting provisions required under the Ralph M. Brown Act for less than a quorum council committees.

b. **Ad Hoc Committees.** Council committees established on an Ad Hoc basis shall be those of a temporary or transitory nature. Typically, Ad Hoc Committees shall be formed for either limited time duration or for a short-term issue.

c. **Combined Committees.** City-sponsored committees are those committees that include two council members sitting on a committee with members of the public and/or members of other jurisdictions. Combined Committees do not include joint powers authorities, regional agencies (*i.e.*, SANDAG) or other organizations which are approved under Government Code Section 6500 *et seq.* or by State Legislation. Combined Committees are those in which a Council member or two members serve with appointees from another jurisdiction, a City Commission, local citizens or a local non-profit. The appointment of a single Council member and an alternate to serve in representative's absence shall not be considered two Council members on a Committee for the purpose of this policy.

4. At the time a committee is formed by the City Council, the Council shall designate what category the committee is formed under after consulting with the City Attorney regarding the committee's legal status. All committees shall be formed by resolution, which shall include the committee's scope of work, jurisdiction, regular meeting schedules (if any) or any other policy guidance required by the full City Council. Committees may be established with a sunset clause determining the duration of the committee's existence.

5. All Standing Committees shall comply with the Ralph M. Brown Act. For Standing Committees with a regular meeting schedule, all notices and postings shall be made at least 72 hours before regular meetings of the Standing Committee. All other meetings of the Standing Committees shall be noticed in accordance with the rules established for special meetings or emergency meetings as is applicable.

6. Except as specified herein, Ad Hoc Committees shall not require posting and public notices for meetings. Ad Hoc Committee meetings in which members of the public are invited to speak or attend shall be publicly noticed in the same manner as if it is a Standing Committee. This exception requiring public notice shall not apply to Ad Hoc Committee meetings in which non-committee members attend as a witness or advisor on a matter that would be eligible to be discussed in closed session under the Brown Act.

7. Combined Committees shall be considered Standing Committees unless otherwise specifically designated as an Ad Hoc Committee in its enabling resolution.

8. The City Council shall review status of all Council committees on at least an annual basis. Ad Hoc Committees shall not remain in existence for more than one calendar year after their formation unless specifically extended by resolution of the City Council. Ad Hoc Committees that are not specifically continued by Council action shall be considered Standing Committees one year after their formation.

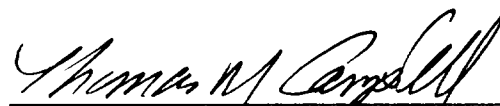
PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, held this 28th day of September, 2005, by the following vote:

AYES: Councilmembers - Heebner, Kellejian, Roberts

NOES: Councilmembers - Campbell, Powell

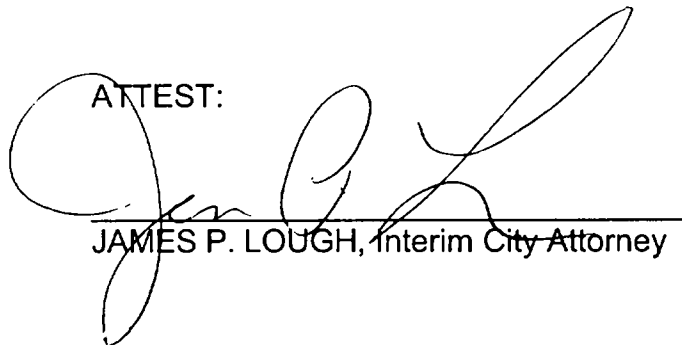
ABSENT: Councilmembers - None

ABSTAIN: Councilmembers - None



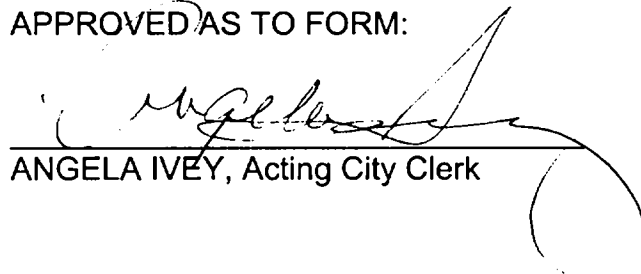
THOMAS M. CAMPBELL, Mayor

ATTEST:



JAMES P. LOUGH, Interim City Attorney

APPROVED AS TO FORM:



ANGELA IVEY, Acting City Clerk



CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS.
CITY OF SOLANA BEACH)

I, LETICIA FALLONE, Deputy City Clerk of Solana Beach, California, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution **2005-133** establishing a Council Committee Policy governing Council Committees as duly passed and adopted at a regular Solana Beach City Council meeting held on the 28th day of September, 2005 and the original is on file in the City Clerk's Office.

Leticia Fallone

LETICIA FALLONE, DEPUTY CITY CLERK

Date of this Certification: 07-01-2009