

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: D-1
DATE: April 10, 2008
SUBJECT: Blue Ribbon Citizen Advisory Panel Appointments
CONTACT PERSON: Deborah Knight, City Administrator

ISSUE:

The issue before the Council is to direct staff to advertise to fill vacant positions for the 2008 Blue Ribbon Citizens Advisory Panel (CAP).

STAFF RECOMMENDATION

1. Review the staff proposal to reappoint four original (2007) CAP members who are interested in serving on the CAP in 2008.
2. Seek applications from interested parties to fill vacant positions.

SUMMARY:

At its December 13, 2007 meeting, the City Council received the final report and recommendations from the 2007 Blue Ribbon Citizen Advisory Panel (Attachment A). Following the presentation, the Council decided to continue the Blue Ribbon Citizen Advisory Panel on a quarterly basis in 2008.

City staff recommend having the 2008 CAP meet in May, June, September, October and November/December to coincide with the budget process

The City Council is seeking the support of community members to serve on 2008 CAP in order to evaluate the City's General Fund budget. The goal is to have the CAP provide alternatives and recommendations to inform the Council's 2009 budget process. The 2009 budget process will begin in June 2008 at the Council's budget retreat.

The 2007 CAP consisted of 9 members. Five of the original CAP members are interested in serving in 2008:

Jeffrey Beeler – Sultan resident
Matt Anderson – Developer
Charles Van Pelt – Planning Board member
Steven Wright – public service agency

Loretta Storm – community member

City staff recommend using the same stakeholder groups identified for the creation of the 2007 CAP. The City would advertise openings for four (4) more CAP members to represent Sultan residents (1), the business community (1), and public service agency (1). The fourth position would be reserved for the Mayor or a City Council member.

DISCUSSION:

The City Council can create committees and boards under Chapter 9 (Creation of Committees, Boards and Commissions) of the Council Procedures adopted on April 12, 2007:

9.1 The Council may create committees, boards, and commissions to assist in the conduct of the operation of city government with such duties as the Council may specify...

9.2 Any committee, board or commission so created shall cease upon the accomplishment of the special purpose for which it was created, or when abolished by a majority of the Council.

The City Council has the responsibility to make appointments. Members of the Blue Ribbon Citizens Advisory Panel will need to come together quickly as an effective team in order to provide meaningful recommendations to the City Council before the end of 2008.

Bringing back “seasoned” members of the 2007 CAP and adding new members will allow for a smooth transition.

Team Meetings

Although the City Council had directed that the CAP meet quarterly, City staff propose that the CAP meet in May, June, September, October and November/December in order to coincide with the 2009 budget process. All meetings of the CAP are open to the public.

The City Council may review the work completed by the CAP in December and determine whether to continue the CAP under the existing structure, reform the CAP with new members, or discontinue the CAP.

Filling Vacancies

Vacancies for the CAP will be advertised on-line and via a news release to local papers so that any interested person may submit an application. Councilmembers are encouraged to solicit applications from qualified persons. Applications will be available at City Hall.

BACKGROUND:

The City Council approved forming a Blue Ribbon Citizens Advisory Panel in August 2007 to evaluate long-term solutions to the City's General Fund budget crisis.

Although, the City Council made necessary decisions to balance the General Fund budget in the short-term (4 months), there are fundamental problems with the General Fund that require long-term solutions (12 to 24 months).

The City Council asked for volunteers to serve on the CAP in order to evaluate long-term solutions and prepare recommendations for the City Council's consideration. Nine community members and Councilmember Flower volunteered their time to participate on the Blue Ribbon Commission:

1. Matt Anderson– local developer
2. Tony Beedle – city resident
3. Jeffrey Beeler – city resident/president of HOA
4. Traci Hoenstein – city resident/Sultan business owner
5. Donna Marshall – city resident/VP Coastal Community Bank
6. Jackie Personeus – Sultan library – branch manager
7. Loretta Storm – civic/taxpayer advocate
8. Charles Van Pelt – board member Sultan library, Sultan School Board and Sultan Planning Board
9. Steve Wright – city resident

ANALYSIS

Effective citizen participation is an invaluable tool for local government.

Sultan's commissions, committees and task forces provide an invaluable service to the City. Their advice on a wide variety of subjects aids the Mayor and Councilmembers in the decision-making process.

It is at the discretion of the Council as to whether or not any advisory body should be established, other than those required by State law. Sultan advisory bodies bring together citizen viewpoints which might not otherwise be heard. Persons of wide-ranging interests who want to participate in public service but not compete for public office can be involved in governmental commissions, committees and task forces.

The 2007 Blue Ribbon Citizen Advisory Panel provided valuable recommendations to the City Council during deliberations of the 2008 budget. The City Council directed staff

to continue to the CAP in 2008 to provide recommendations to the City Council for the 2009 budget.

The staff proposal implements the direction of the City Council as expressed during its December 13, 2007 budget hearing.

ALTERNATIVES:

1. Review the staff proposal to reappoint four original (2007) CAP members who are interested in serving on the CAP in 2008. Seek applications from interested parties to fill vacant positions.

This alternative will ensure the CAP will be in place and active in early May to make recommendations to the City Council for the 2009 budget process.

1. Discuss the staff proposal to reappoint four original (2007) CAP members who are interested in serving on the CAP in 2008. Do not seek applications from interested parties to fill vacant positions. Direct staff to areas of concern.

This action implies that the Council has concerns regarding the staff recommendation and/or process and needs additional time and/or information prior to making a decision.

STAFF RECOMMENDATION:

1. Review the staff proposal to reappoint four original (2007) CAP members who are interested in serving on the CAP in 2008.
2. Seek applications from interested parties to fill vacant positions.

ATTACHMENTS:

Attachment A – 2007 CAP Recommendations
Attachment B – CAP Application