

RESOLUTION NO. 2021-55

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
ESTABLISHING THE NATURAL RESOURCES COMMISSION**

WHEREAS, the protection, advocacy, and management of natural resources is increasingly important as human activities produce negative impacts to the environment; and

WHEREAS, the Winters Putah Creek Committee was formed in 2006 to oversee the restoration and public use of Putah Creek and the public lands adjacent to Dry Creek as well as other projects related to the management and maintenance of said public lands; and

WHEREAS, the Committee has substantially completed its work and desires to remain active as a working committee to support City program, projects and policy development related to the stewardship of the City's natural resources, serving as a body of technical expertise and knowledge in an advisory capacity to the City Council, staff and the community; and

WHEREAS, on July 20, 2021, the City Council of the City of Winters (the "City Council") expressed intent to form a Natural Resources Commission; and

WHEREAS, the existing 5 voting members of the Winters Putah Creek Committee wish to become members of the Natural Resources Commission, as identified in Exhibit A; and

WHEREAS, Dennis Kilkenny, whose term on the Lower Putah Creek Coordinating Committee expired in August 2021, wishes to be appointed to the Natural Resources Commission for a four-year term.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Winters that:

Section 1. The City hereby finds and determines that the foregoing recitations are true and correct and are incorporated herein by this reference.

Section 2. The City hereby creates the Natural Resources Commission to achieve the following:

1. PURPOSE

The Natural Resources Commission (the "Commission") shall perform the following functions:

A. Act as an advisory body to the City Council related to the promotion, preservation, conservation, and enhancement of geologic, hydrologic, hydrogeologic, ecologic, biologic, atmospheric and other natural resources; and

B. Serve as a body of technical expertise in the area of natural resources to City staff and the community; and

C. Develop and implement public information programs related to increasing awareness of and promoting the conservation and stewardship of natural resources, such as developing a speakers' bureau on topics and assisting with disseminating public information; and

D. Assist with supporting staff as a "force multiplier" for staff assigned projects, such as water conservation, drought mitigation measures, reclaimed water, and other possible projects by conducting research, preparing reports, and developing recommendations.

2. MEMBERSHIP

The Commission shall consist of six (6) voting members who represent technical expertise in a natural resource area, the majority of whom must reside within the City of Winters or have a Winters address. All voting members of the Commission shall be appointed by the City Council.

Five (5) of the voting members will be selected by individual councilmembers, such that each councilmember shall recommend to the Council for appointment an individual with technical, professional, or significant interest or work within the natural resources / environmental sustainability field. In appointing members to the Commission, the councilmembers shall also endeavor to appoint individuals that represents the diversity of the community by race, age and gender as well as technical or professional expertise.

The sixth voting member shall represent the Lower Putah Creek Coordinating Council in order to ensure alignment, collaboration, and coordination related to the restoration and management of Putah Creek.

The Commission is strongly encouraged to maintain connections with other related entities, such as the Putah Creek Council, the Solano County Resource District, and others and may appoint liaisons to and from those entities as part of its work.

The Commission is strongly encouraged to maintain connections with other City advisory bodies and may appoint liaisons to and from those advisory bodies as part of its work.

The Commission may also be assigned a Council liaison as appointed by the City Council.

The City Manager will assign a staff member to support the Commission.

3. TERMS OF OFFICE

Each Commissioner shall serve a term of four (4) years. Each commissioner selected by a councilmember shall be selected upon the councilmember's election and confirmed by the full Council, or until a successor is appointed, unless otherwise terminated earlier pursuant to Section 4. As a result, terms shall be staggered following Council elections; commissioners will be appointed by the full Council in the month following the Council elections. The commissioner representing the Lower Putah Creek Coordinating Committee shall begin his or her term with the formation of the Commission.

4. TERMINATION OF APPOINTMENT

The term of any member of the Commission who has been absent from three (3) consecutive regular or special meetings, or who has missed more than 1/3 of the meetings in a 12-month period, without the approval of the City Council, shall automatically terminate. The Councilmember who designated that commissioner shall then designate a new commissioner for Council appointment. If the commissioner representing the Lower Putah Creek Coordinating Committee, the Council shall appoint a new commissioner.

A commissioner's term will terminate after four (4) years, or until a successor is appointed, unless earlier terminated by the election or appointment of a councilmember who will replace the councilmember who selected the individual Commissioner for appointment. The incoming councilmember shall then have an opportunity to designate a commissioner for Council appointment. The individual commissioner may continue to serve until a new appointment is made.

A commissioner may be re-designated and appointed to serve multiple terms.

Members of the Commission serve at the pleasure of the City Council and may be removed from office by a majority vote of the City Council.

5. VACANCIES

Vacancies on the Commission shall be filled for the unexpired term in the same manner in which regular appointments are otherwise made.

6. OFFICERS OF THE COMMISSION

The members of the Commission shall annually select one (1) of its members as Chairperson and one (1) of its members as Vice Chairperson. No Chairperson or Vice Chairperson shall serve more than two (2) consecutive years as chair. The Commission may also select a Secretary to assist with preparing agendas and minutes.

- a. The Chairperson of the Commission shall call the meetings to order at the appointed time; appoint all committees, subject to approval of the Commission; have all the powers and duties of the presiding officer as described in Rosenberg's Rules of Order; and perform such other duties as may from time to time be prescribed by the Commission.
- b. The Vice Chairperson of the Commission shall have all the powers and perform all the duties of the Chairperson in the case of absence or inability of the Chairperson to act. The Vice Chairperson shall perform such other duties as may from time to time be prescribed by the Commission or the Chairperson.
- c. The Secretary assists with preparing agendas and minutes, working closing with the assigned staff member to ensure Brown Act compliance.

7. MEETINGS OF THE COMMISSION

The Commission shall establish a regular time and place of meeting and shall hold regular meetings. Special meetings of the Commission may be called by the Chairperson, or by any four (4) or more voting members of the Commission, with permission of the City Council. Personal notice of a special meeting must be given to all members of the Commission. If personal notice cannot be given, written notice must be mailed to such members at least twenty-four (24) hours prior to said meeting, unless said notice requirement is waived in writing by said member.

8. QUORUM

For the purpose of transacting business, a quorum of the Commission shall consist of four (4) of the six (6) members.

9. OPEN GOVERNMENT

All meetings and deliberations of the Commission shall be conducted openly and publicly in accordance with the requirements of the Ralph M. Brown Act.

Section 3. The existing voting members of the Winters Putah Creek Committee and Dennis Kilkenny of the Lower Putah Creek Coordinating

Committee have expressed a desire to be appointed to the Natural Resources Commission. The City Council hereby appoints these individuals to the Natural Resources Commission consistent with the terms so noted in Exhibit A attached hereto and incorporated herein by reference.

This resolution was duly and regularly adopted by the City Council of the City of Winters, on the 7th day of September, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:



Wade Cowan, Mayor
City of Winters

ATTEST:



City Clerk
City of Winters

EXHIBIT A

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| NATURAL RESOURCES COMMISSION | | | | | |
|------------------------------|---------------|---------------|-----------|--------------|------------------------|
| Member | Voting Member | City Resident | Appointed | Term Expires | Designee |
| Kurt Balasek | Yes | No | *8/2008 | *8/2024 | Biasi designee |
| Carol Scianna | Yes | Yes | *1/2021 | *8/2022 | Anderson Designee |
| Kate Laddish | Yes | Yes | *1/2018 | *8/2024 | Loren designee |
| Eric Larsen | Yes | Yes | *8/2018 | *8/2022 | Cowen designee |
| Eric Jepsen | Yes | Yes | *1/2020 | *8/2022 | Neu designee |
| Dennis Kilkenny | Yes | No | *8/2019 | *8/2025 | LPCCC Council designee |