



CITY of CALABASAS

ENVIRONMENTAL COMMISSION AGENDA REPORT

DATE: JULY 31, 2024

TO: ENVIRONMENTAL COMMISSION MEMBERS

FROM: CURTIS CASTLE, P.E., PUBLIC WORKS DIRECTOR

SUBJECT: ADOPTION OF RESOLUTION 2024-01 RESCINDING RESOLUTION 2023-01 AND SETTING THE REGULAR MEETING DATES AND TIMES FOR THE COMMISSION

MEETING DATE: AUGUST 6, 2024

BACKGROUND:

On March 23, 2022, the Calabasas City Council adopted Resolution No. 2022-1769, regarding Commission Procedures. The resolution directs the City's Commissions to adopt a Resolution officially setting meeting schedules of not less than quarterly per year in addition to not commencing prior to 6:00 p.m. on all meeting dates. Any additional meeting dates would require a special meeting.

On December 5, 2023, the Environmental Commission adopted Resolution 2023-01 to set the time for meetings to be at 6:00 p.m. on the first Tuesday of February, May, September, and December of each year.

DISCUSSION AND ANALYSIS:

The Environmental Commission (EC) hosts a series of community outreach and education events, including but not limited to the Environmental Forum, Earth Day, the Carl Gibbs Environmental Excellence Award, and the Recycling Calendar Drawing Contest.

The Commission requests that teachers who participate in the Recycling Drawing Contest submit their student's submissions by October 18, 2024. This meeting schedule adjustment will allow ample time for the Recycling Calendar Contest Subcommittee and Staff to review submissions and prepare for Commission voting prior to the conclusion of the calendar year.

The Carl Gibbs Environmental Excellence Award is awarded annually to members of the Calabasas community who work to benefit our environment in a wide array of ways. The current timeline for this award includes a submission date of the 4th Wednesday in October. Previously, the deadline for submissions was set on November 20, 2024. The change in meeting dates will allow the Commission to review the submissions and nominate a recipient or recipient(s) of the award at the November meeting, to be awarded in February of the following year.

Additionally, changing the meeting schedule to the first Tuesday of February, May, August, and November of each year would provide a better fit for the schedules of Commissioners and the public while conserving staff time needed to facilitate the meeting.

FISCAL IMPACT/SOURCE OF FUNDING:

This item has no fiscal impact.

REQUESTED ACTION:

Staff requests Commission approve Resolution 2024-01 rescinding Resolution 2023-01 and setting the regular meeting dates and times for the Commission.

ATTACHMENTS

- Attachment A: Resolution 2024-01
- Attachment B: Resolution 2023-01
- Attachment C: Resolution 2022-01
- Attachment D: Resolution 2022-1769