



City of Colusa California

STAFF REPORT

DATE: June 16, 2026
TO: Mayor and Members of Council
FROM: Jesse Cain, City Manager

AGENDA ITEM: Review of Parks, Recreation and Tree Commission Structure and Consideration of Ad-Hoc Committee

RECOMMENDATION: Adopt a Resolution that the City Council establish a Council ad-hoc committee to review the current structure of the Parks, Recreation and Tree Commission (PRT Commission), with participation from one current member of the Commission. The purpose of the ad-hoc committee would be to evaluate Ordinance No. 500, review Council goals and objectives related to parks, recreation, and urban forestry, and develop recommendations for a new five-member commission structure for future Council consideration. Staff's goal would be to return to Council with a proposed ordinance and updated commission structure by the end of 2026.

BACKGROUND ANALYSIS: In 2014, the City Council adopted Ordinance No. 500, formally combining the City's Parks and Recreation Commission with the Tree Commission into what is now known as the Parks, Recreation and Tree Commission.

Since the adoption of Ordinance No. 500, the City has experienced many changes. The community has continued to grow, priorities have shifted, new City Council members have been elected, and the City's long-term planning goals have evolved. As a result, staff believe this is an appropriate time to revisit Ordinance No. 500 and review whether the current commission structure continues to best serve the needs of the community and the direction of the City Council.

The Parks, Recreation and Tree Commission has served an important role over the years; however, with changing community needs and Council priorities, staff believes it would be beneficial to take a fresh look at the commission's structure, responsibilities, and long-term purpose.

At this time, staff do not have a final recommendation on exactly what an updated commission would look like or all of the responsibilities that may be included. Staff believe that direction from the full City Council is important before moving forward with any proposed changes.

To begin that process, staff recommend creating a Council ad-hoc committee consisting of Council representatives and one member of the current Parks, Recreation and Tree

Commission. The ad-hoc committee would review the City Council's goals and objectives, evaluate the existing ordinance, discuss community needs, and work collaboratively to develop recommendations for what a new five-member commission should look like.

The purpose of the review would be to create a commission structure that has clear direction from the City Council, defined responsibilities, and a pathway for long-term success. This collaborative process would also provide an opportunity to build broad Council support around the future structure and mission of the commission before any ordinance changes are brought forward.

Staff believe this review is timely and important as the City continues planning for the future of its parks, recreation programs, and urban tree management.

By establishing an ad-hoc committee and reviewing Ordinance No. 500 in collaboration with Council and Commission representatives, the City can develop a commission structure that reflects current priorities, provides clear direction, and positions the commission for success moving forward.

Staff anticipate returning to Council with recommendations, including a draft ordinance establishing the updated commission structure, by the end of 2026.

BUDGET IMPACT: There is no immediate fiscal impact associated with establishing the ad-hoc committee. Any future fiscal impacts related to staffing, programming, or implementation of a revised commission structure would be identified and presented to the City Council as part of a future agenda item.

STAFF RECOMMENDATION: Adopt Resolution 26-

ATTACHMENT: Resolution 26-