



CITY COUNCIL STAFF REPORT

TO: Honorable Mayor and City Council **DATE:** April 19, 2021
FROM: Matthew Bronson City Manager
PREPARED BY: Wendi Sims, City Clerk/Executive Assistant
SUBJECT: Update of 2021 City Council Assignments to Boards, Commissions and Committees

RECOMMENDATION

Adopt the Resolution confirming certain Council assignments and authorize the City Clerk to update FPPC Form 806 for posting on the City website.

BACKGROUND

The Council annually reviews the list of assignments to determine interest in serving as the City's representative to various external boards, commissions, and committees throughout the county. The Council's practice has been to determine assignments (representatives and alternates) through a process of discussion and consensus. A draft Resolution is provided to confirm City Council appointments as shown in Attachment 1. Once appointments have been approved by the Council, the names of Council representatives will be submitted to the respective agencies. In addition to these assignments, the Council can create additional assignments to external groups or Council subcommittees on an ad-hoc basis such as the Central Coast Blue recycled groundwater project advisory group that meets periodically. Staff would note that the Economic Vitality Corporation (EVC) assignment has been removed from the assignment list given the recent announced consolidation of the EVC with the REACH economic development organization and uncertainty about future representative by local elected officials.

The Council adopted a resolution on January 11, 2021 to determine 2021 assignments to external boards, commissions, and committees. Given the resignation of Mayor Pro Tem Shah and the potential appointment to fill this vacancy, the Council is requested to update its list of assignments and notify the affected groups accordingly.

One exception to the Council Committee appointment process is in regard to the South SLO County Sanitation District. The Memorandum of Understanding between the City and the South SLO County Sanitation District indicates that "The District Board will be composed of the Presiding Officer of the City of Arroyo Grande, the Presiding Officer of the Oceano Community Services District, and the Presiding Officer of the City of Grover Beach, or their respective alternates." As another exception, Mayor Lee is the designated representative in 2021 on the Central Coast Community Energy Policy Board from the cities of Grover Beach, Arroyo Grande, and Pismo Beach with the alternate designated from the City of Pismo Beach.

Pursuant to regulations of the Fair Political Practices Commission (FPPC), members of the City Council may participate in the deliberations to appoint him or herself to a compensated position. Those compensated positions are reported on a specific form available in the City Clerk's Office

and posted to the City website. The form (FPPC Form 806) is updated when there is a change in compensation or representation.

FISCAL IMPACT

There is no anticipated fiscal impact to the City from the recommended action.

ALTERNATIVES

The City Council has the following alternatives to consider:

1. Adopt the Resolution confirming appointments.
2. Take no action and carry this item over for discussion to a future meeting.
3. Provide alternative direction to staff.

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.

Attachments

1. Resolution confirming certain City Council committee assignments Exhibit A - Assignment Template
Exhibit B – Description of External Boards, Committees, and Commissions (with updated meeting information)
2. FPPC Form 806, (currently posted on City website and scheduled to be revised subsequent to Council action on April 19, 2021).

RESOLUTION NO. 21-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVER BEACH, CALIFORNIA, REVISING CITY COUNCIL COMMITTEE ASSIGNMENTS FOR CALENDAR YEAR 2021

WHEREAS, the City Council is involved in various committees, boards, and organizations that serve the City and provide representation of the City’s interests; and

WHEREAS, the City Council considers committee assignments on an annual basis to ensure adequate representation of the City’s elected officials throughout the County; and

WHEREAS, the City Council discussed assignment to these committees, boards, and organizations at its regular meeting held on April 19, 2021.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grover Beach that this Resolution does hereby supersede all prior Resolutions dealing with these Council appointments to various standing committees, boards, and organizations; and that the City representatives from this date forward are designated in the attached Exhibit A in accordance with the description of the assignments as described in Exhibit B.

On motion by _ , second by _ , and on the following roll-call vote, to wit:

- AYES: Council Members
- NOES: Council Members
- ABSENT: Council Members
- ABSTAIN: Council Members

the foregoing Resolution was PASSED, APPROVED, and ADOPTED at a Regular meeting of the City Council of the City of Grover Beach, California this 19th day of April 2021.

**** D R A F T ****

JEFF LEE, MAYOR

Attest:

WENDI B. SIMS, CITY CLERK

Resolution No. 21-__ : Exhibit A

COUNCIL APPOINTMENTS FOR 2021		
ASSIGNMENT	2021 REPRESENTATIVE	ALTERNATE
Advisory Body Screening Committee ¹	<i>See below</i>	N/A
Air Pollution Control District (APCD)	Mariam Shah	Robert Robert
South County Chambers of Commerce	Karen Bright	Anna Miller
Five Cities Fire Joint Powers Authority	Jeff Lee	Karen Bright
Homeless Services Oversight Council (HSOC)	Mariam Shah	Anna Miller
Integrated Waste Management Authority (IWMA)	Karen Bright	Robert Robert
SLO County Water Resources Advisory Committee (WRAC)	Robert Robert	Staff
SLO Council of Governments / SLO Regional Transit Authority (SLOCOG / SLORTA)	Karen Bright	Jeff Lee
South County Transit Committee	N/A	N/A
South SLO County Sanitation District (SSLOCSD)	Jeff Lee	Karen Bright
Visit SLO CAL Advisory Committee	Anna Miller	Karen Bright
Zone Three Advisory Committee	Karen Bright	Mariam Shah

Note: The City updates and posts FPPC Form 806 to the City website to report additional compensation that officials receive when appointing themselves to positions on committees, boards or commissions of a public agency, special district, and joint powers agency or authority. (Pursuant to Regulation 18705.5, amended March 2012)

¹Per City Council action on October 16, 2000, Council representation will be the Mayor and one Council Member selected by random drawing.

Exhibit B

CITY OF GROVER BEACH DESCRIPTION OF EXTERNAL BOARDS, COMMISSIONS, AND COMMITTEES

Annually, the City Council makes appointments of City Council members to various external boards, commissions, and committees to ensure adequate representation of elected officials throughout the county. Below is further information about each external body along with assignment requirements and past representatives:

1. **Advisory Body Screening Committee**

Requirement: Mayor and 1 Council Member (who is selected by random drawing pursuant to Council direction on October 16, 2000.)

This committee serves as an interview board for interviewing prospective candidates for one of the City's three (3) Advisory Bodies. The committee is comprised of the Mayor, one Council Member, and the Chairperson of the respective Advisory Body.

Meetings: Scheduled only when there are vacancies on an Advisory Body and applicants to be considered for appointment(s).

Estimated time commitment for City representative: Minimal. Primarily agenda review, attending meetings as scheduled to interview applicants, and making recommendation(s) to the City Council.

Stipend: None.

2. **Air Pollution Control District (APCD)**

Requirement: 1 Council Member and 1 Alternate

This is the County-wide legislative authority which deals with clean air maintenance and attainments. The District Board consists of twelve members: five (5) County Supervisors and one (1) City Council representative from each of the seven (7) incorporated cities. City representation was authorized in 1994. As of January 1, 2010, alternates may also be appointed (Health and Safety Code section 40100.5).

Meetings: The fourth Wednesday of every odd-numbered month at 9 a.m. (with some exceptions) in the County Board of Supervisors Chambers, 1055 Monterey Avenue, San Luis Obispo.

Estimated time commitment for City representative: Agenda review of technical materials / information and attending regular meetings (approx. 3 hours) and special meetings / workshops as needed. May require attendance at out of area meetings, if appointed as the APCD Representative or Alternate to the South-Central Coast Air Basin Control Council.

Stipend: \$100 per regular meeting attendance (as of July 2009; no additional stipend for attending special meetings or workshops).

2021 Representatives: Mariam Shah, Anna Miller (Alternate)

South County Chambers of Commerce

Requirement: None.

Since the merger of the Grover Beach and Arroyo Grande Chambers of Commerce, the Council designated a City Council representative to attend Chamber events and meetings of the Chamber's Government Affairs Committee which has continued as part of the regional South County Chambers of Commerce. The City Manager, or designee, is the staff liaison and program manager for operational agreements and work efforts between the City and the Chamber.

Meetings: The Chamber holds monthly events for the entire membership - lunches, educational workshops, mixers, special events, ribbon cuttings, etc.

Estimated time commitment for City representative: Attending Chamber events, as scheduled and Government Affairs meeting (approx. 1-3 hours).

Stipend: None.

2021 Representatives: Karen Bright, Anna Miller (Alternate)

3. Five Cities Fire Joint Powers Authority

(Cities of Grover Beach and Arroyo Grande and the Oceano Community Services District)

Requirement: 1 City Council Member and 1 Alternate

The Five Cities Fire Authority provides fire protection services through a joint powers agreement with the Cities of Grover Beach and Arroyo Grande and the Oceano Community Services District. The Authority Board consists of an elected official from each member agency. The Fire Chief serves as the Executive Officer of the Authority.

Meetings: The third Friday of every month at 10:00 a.m. at Grover Beach City Hall, Council Chamber, with special meetings scheduled as needed.

Estimated time commitment for City representative: Primarily agenda review and attending regular meetings (approximately 1.5 hours per month) and special meetings, as needed.

Stipend: None

2021 Representatives: Jeff Lee, Karen Bright (Alternate)

4. Homeless Services Oversight Council (HSOC)

Requirement: 1 City Council Member and 1 Alternate

In 2008, a countywide coalition of cities, agencies, and civic groups formed to improve the County's approach to homelessness. The result was a report entitled A Path to A Home, San Luis Obispo Countywide 10-Year Plan to End Homelessness. The HSOC is an advisory committee that discusses the countywide approach to homelessness and services for the homeless, including both housing and supportive services. Membership is comprised of a broad spectrum of representatives, including the County Board of Supervisors, each City, certain County government departments (health, planning, social services, veteran services, and probation), law

enforcement, business organizations, academic institution, faith community, as well as interested community members.

Meetings: Scheduled bi-monthly (six times per year), at a time and date determined by its members and may be changed by a majority vote of the HSOC at any regular meeting. Location varies in San Luis Obispo (County Government Center, San Luis Obispo Veterans' Memorial Building or the Department of Social Services). The Full HSOC Meetings are held from 1:00 - 3:00 p.m. on the 3rd Wednesdays of every other month, with additional meetings for subcommittees.

Estimated time commitment for City representative: Primarily agenda review and attending meetings (approx. 2 hrs), as well as special meetings/workshops or events as needed.

Stipend: None.

2021 Representatives: Mariam Shah, Anna Miller (Alternate)

5. Integrated Waste Management Authority (IWMA)

Requirement: 1 City Council Member and 1 Alternate

Responsibility includes preparing an integrated waste management plan implementing state mandated legislation (AB 939). The plan will include elements for recycling, composting, education, and various other waste management areas. The role of the authority member is to guide the reduction of the County's waste stream.

Meetings: Held at 1:30 p.m. on the second Wednesday of each month at the San Luis Obispo County Board of Supervisors Chambers, 1055 Monterey Street, San Luis Obispo.

Estimated time commitment for City representative: Primarily agenda review and attending regular meetings (approximately 2 hours).

Stipend: \$100 per meeting.

2021 Representatives: Karen Bright, Robert Robert (Alternate)

6. San Luis Obispo County Water Resources Advisory Committee (WRAC)

Requirement: 1 Council Member (*recommended) and 1 Alternate

This organization is involved with water supplies and availability of water on a county-wide basis. The purpose is to advise the County Board of Supervisors concerning all policy decisions relating to water resources of the SLO County Flood Control & Water Conservation District, to recommend specific water resource programs, and to recommend methods of financing water resource programs. (*Appointed representatives are not required to be elected officials, but should be individuals knowledgeable regarding water issues. According to WRAC staff, cities may appoint a Council Member as the lead representative who would be available when policy issues are discussed, with a staff member as the alternate for attending most of the meetings.) Note: Council appointed representatives require approval by the Board of Supervisors.

Meetings: First Wednesday of each month (except July and August), 1:30 p.m. - 3:30 p.m., San Luis Obispo City/County Library Community Room, 995 Palm Street, San Luis Obispo.

Estimated time commitment for City representative: Primarily agenda review of technical materials/information and attending regular meetings (approx. 2.5 - 3 hrs), and special meetings/workshops as needed. Additional time required if volunteering to serve on ad hoc subcommittee assignments approximately six times/year (eg., reviewing biennial water report for County). Ad hoc committee meetings are scheduled as needed.

Stipend: None.

2021 Representatives: Robert Robert, Staff (Alternate)

7. **San Luis Obispo Council of Governments / San Luis Obispo Regional Transit Authority (SLOCOG / SLO RTA)**

Requirement: 1 Council Member and 1 Alternate

SLOCOG is a regional governing body organized through a joint powers agreement that has responsibility for regional transportation planning primarily.

Meetings: First Wednesday of every month (more frequently, if needed) and start at 8:30 a.m. at the County Board of Supervisors Chambers in San Luis Obispo.

Estimated time commitment for City representative: Primarily agenda review of technical materials/information and attending regular meetings (approximately 4-5 hrs for SLOCOG), and special meetings/workshops as needed.

Stipend: \$100 per meeting.

SLO RTA is operated through a joint powers agreement with SLOCOG to oversee the Countywide rapid transit system. The representative is usually the same representative as the SLOCOG representative as SLORTA meetings start either before or after SLOCOG and has the same Board.

Meetings: First Wednesday of every month either before or after the SLOCOG meeting.

Location: County Board of Supervisors Chambers in San Luis Obispo.

Estimated time commitment for City representative: Primarily agenda review of technical materials/information and attending regular meetings (approximately 1.5 - 2 hours for SLORTA), and special meetings/workshops as needed.

Stipend: None.

2021 Representatives: Karen Bright, Jeff Lee (Alternate)

8. South San Luis Obispo County Sanitation District (SSLOCSD)

Requirement: Mayor or Mayor's Designee and 1 Alternate

The City contracts with the Sanitation District for wastewater collection and treatment. The District is governed by a Board of Directors composed of the presiding officer from the Cities of Grover Beach and Arroyo Grande and the Oceano Community Services District, or their respective alternates (per Memorandum of Understanding between the City and the Sanitation District, as well as Health and Safety Code sections 4730-4735)

Meetings: The first and third Wednesdays of each month at 6:00 p.m. (Location rotates between member agencies - Arroyo Grande and Grover Beach Council Chambers, and the Board Chamber for the Oceano Community Services District.)

Estimated time for City representative: Primarily agenda review and attendance at regular meetings (average 2-4 hours) with special meetings/workshops, as needed.

Stipend: \$100 per meeting (2 meetings held/month)

2021 Representatives: Jeff Lee, Karen Bright (Alternate)

9. Visit SLO CAL - Advisory Committee

Requirement: 1 City Council Member and 1 Alternate (non-voting capacity)

Visit SLO County promotes countywide tourism opportunities and complements the efforts of local communities and organizations. It is a private, non-profit organization with membership comprised of local businesses, chambers of commerce, County government, and most incorporated cities in the County.

With the formation of the Tourism Marketing District in 2015 and district renewal in 2020, voting members of the Board of Directors must be a representative of an assessed lodging business, except for the County representative. During formation of the Tourism Marketing District, an Advisory Committee was established. The Advisory Committee is made up of one elected official and the city manager from each jurisdiction, and a representative of the County.

Meetings: Twice annually (May and December).

Estimated time commitment for City representative: Consists primarily of agenda review and attending meetings and workshops, as needed. (approximately 1.5 - 2 hrs).

Stipend: None

2021 Representatives: Anna Miller, Karen Bright (Alternate)

10. Zone Three Advisory Committee

Requirement: 1 Council Member and 1 Alternate

This is a County organized committee to handle the operation of Lopez Lake for both recreation and water facilities. The Advisory Committee works closely with the Zone 3 Technical Advisory

Committee. Note: Council-appointed representatives require final approval by the Board of Supervisors.

Meetings: Scheduled on the third Thursday of every odd numbered month (Jan, Mar, May, etc.) at 6:30 p.m., and held in the Council or Board Chamber of the local member agencies on a rotating basis - Grover Beach, Arroyo Grande, Oceano, and Pismo Beach.

Estimated time commitment for City representative: Primarily agenda review of technical materials/information and attending regular meetings (approx. 2 hours) and special meetings/workshops as needed. May occasionally require additional time to meet with City staff, depending upon the complexity of the agenda item(s).

Stipend: None.

2021 Representatives: Karen Bright, Mariam Shah (Alternate)

Agency Report of:
Public Official Appointments

A Public Document

1. Agency Name City of Grover Beach Division, Department, or Region (If Applicable)		California Form 806 For Official Use Only	
Designated Agency Contact (Name, Title) Wendi B. Sims, City Clerk			
Area Code/Phone Number (805) 473-4567	E-mail wsims@groverbeach.org		

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
Air Pollution Control District (APCD)	▶ Name <u> Mariam Shah </u> <small>(Last, First)</small> Alternate, if any <u> Robert Robert </u> <small>(Last, First)</small>	▶ <u> 1 / 11 / 21 </u> <small>Appt Date</small> ▶ *until recinded <small>Length of Term</small>	▶ Per Meeting: \$ <u> 100.00 </u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
Integrated Waste Management Authority (IWMA)	▶ Name <u> Karen Bright </u> <small>(Last, First)</small> Alternate, if any <u> Robert Robert </u> <small>(Last, First)</small>	▶ <u> 1 / 11 / 21 </u> <small>Appt Date</small> ▶ *until recinded <small>Length of Term</small>	▶ Per Meeting: \$ <u> 100.00 </u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
San Luis Obispo Council of Governments (SLOCOG)	▶ Name <u> Karen Bright </u> <small>(Last, First)</small> Alternate, if any <u> Jeff Lee </u> <small>(Last, First)</small>	▶ <u> 1 / 11 / 21 </u> <small>Appt Date</small> ▶ *until recinded <small>Length of Term</small>	▶ Per Meeting: \$ <u> 100.00 </u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other
South San Luis Obispo County Sanitation District (SSLOCSO)	▶ Name <u> Jeff Lee </u> <small>(Last, First)</small> Alternate, if any <u> Karen Bright </u> <small>(Last, First)</small>	▶ <u> 1 / 11 / 21 </u> <small>Appt Date</small> ▶ *until recinded <small>Length of Term</small>	▶ Per Meeting: \$ <u> 100.00 </u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> Other

3. Verification

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

 Matthew Bronson

 City Manager

 1/12/2021

Signature of Agency Head or Designee

Print Name

Title

(Month, Day, Year)

Comment: *annual appts by Resolution; **CJPIA appts - Mayor/Alternates = 1-City Manager, 2-Admin Svs Dir, 3-HR

Agency Report of:
Public Official Appointments
Continuation Sheet

City of Grover Beach

1. Agency Name

Date Posted: 1/12/2021
(Month, Day, Year)

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
California Joint Powers Insurance Authority (CJPIA)	▶ Name <u>Jeff Lee</u> <i>(Last, First)</i> Alternate, if any <u>Matthew Bronson</u> <i>(Last, First)</i>	▶ <u>1 / 11 / 21</u> <i>Appt Date</i> ▶ <u>**per agrmt</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>100.00</u> ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u> </u> <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>