

STAFF REPORT

**TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS
HONORABLE CHAIR AND BOARD MEMBERS**

FROM: ROBERT PERRAULT, CITY MANAGER / EXECUTIVE DIRECTOR

**SUBJECT: APPOINTMENT OF COUNCIL/BOARD MEMBERS TO VARIOUS BOARDS,
COMMISSIONS, AND COMMITTEES**

BACKGROUND

Each year, the Council/Agency Board reviews the list of committee assignments in order to determine interest in serving as the City's representative to various boards and commissions throughout the County. On Friday, December 17, 2010, staff distributed to members of the Council/Agency Board information regarding each of the boards/commissions, along with a response form to indicate assignment preferences, if any. Response forms were to be submitted to the City Clerk with the intent that tabulated results would be provided at the Council/Agency meeting of January 3, 2011.

DISCUSSION

The City Council/Agency's past practice has been to determine committee assignments (representatives and alternates) through a process of discussion and consensus. A draft Resolution is provided to confirm City Council appointments (Attachment 1).

Separate *Resolutions are provided for appointment to the South San Luis Obispo County Sanitation District (SSLOCSD) and San Luis Obispo Council of Governments (SLOCOG). Staff recommends that those Council Members selected to serve on the South San Luis Obispo County Sanitation District and San Luis Obispo Council of Governments recuse themselves from voting on that particular Resolution due to conflicts of interest arising from the stipend issued to Board Members (Attachments 2 and 3).

A separate Resolution is also provided for appointment to the Housing Trust Fund and the San Luis Obispo County Visitors and Conference Bureau as funds designated for those organizations are budgeted through the Improvement Agency (Attachment 4).

APPROVED FOR FORWARDING



**ROBERT PERRAULT
CITY MANAGER / EXECUTIVE DIRECTOR**

**Please Review for the Possibility of a
Potential Conflict of Interest:**

- None Identified by Staff
- Bright
- Shoals
- Molnar
- Nicolls
- Peterson
- * Members selected to serve on the SSLOCSD or SLOCOG should not vote on those specific Resolutions.

Meeting Date: January 3, 2011

Agenda Item No. CC/IA-1

ALTERNATIVES

The City Council/Agency has the following alternatives to consider:

1. Follow past practice to determine committee assignments by consensus in a mutually agreeable manner, and adopt the Resolutions confirming appointments.
2. Take no action and carry this item over for discussion to a future meeting.
3. Provide alternative direction to staff.

RECOMMENDED ACTION

Follow past practice to determine committee assignments by consensus in a mutually agreeable manner, and:

City Council:

- 1) Adopt the Resolution confirming certain Council appointments,
- 2) Adopt the Resolution confirming appointments to the South San Luis Obispo County Sanitation District; and
- 3) Adopt the Resolution confirming appointments to the San Luis Obispo Council of Governments, San Luis Obispo Regional Transit Authority, and the South County Area Transit.

Improvement Agency:

- 1) Adopt the Resolution confirming certain Agency appointments.

FISCAL IMPACT

There is no fiscal impact from any of the alternatives.

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.

Attachments

1. Resolution confirming *certain City Council Committee Assignments*
Exhibit A - Assignment List
Exhibit B - Council Committee List Description
2. Resolution confirming assignment to the *South SLO County Sanitation District only*
3. Resolution confirming assignment to the *San Luis Obispo Council of Governments, San Luis Obispo Regional Transit Authority, and the South County Area Transit.*
4. Resolution confirming certain *Improvement Agency assignments (Housing Trust Fund and SLO County Visitors & Conference Bureau)*
5. Interest forms tabulated with responses combined.

RESOLUTION NO.11-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVER BEACH, CALIFORNIA, CONFIRMING CITY COUNCIL COMMITTEE ASSIGNMENTS FOR CALENDAR YEAR 2011.

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

WHEREAS, the City Council discussed assignments to these committees, boards, and organizations at the regular meeting of January 3, 2011; and

WHEREAS, the City Council considers committee assignments on an annual basis.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Grover Beach does hereby rescind all previous Resolutions regarding Council committee assignments to be replaced with representatives as designated in the attached *Exhibit A*, in accordance with the description of the assignments found in *Exhibit B*.

On motion by Council Member ____, seconded by Council Member____, 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 Joint City Council/Improvement Agency Meeting by the City Council of the City of Grover Beach, California this 3rd day of January, 2011.

JOHN P. SHOALS, MAYOR

Attest:

DONNA L. McMAHON, CITY CLERK

DRAFT

EXHIBIT B

CITY OF GROVER BEACH COUNCIL COMMITTEES

Annually, the City Council makes appointments of City Council members to the various committees and commissions to ensure adequate representation of elected officials throughout the County. The assignment and representative requirements are as follows:

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 Advisory Bodies. The committee is comprised of the Mayor, one Council Member, and the Chairperson of the respective Advisory Body. *Meetings held only when there is a vacancy on an Advisory Body.*

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

Requirement: 1 Council Member; Alternate: Not Authorized

This is the County-wide legislative authority which deals with clean air maintenance and attainments. Starting in 1994, cities are allowed representation. *Meetings are usually held on the 4th Wednesday of every odd-numbered month (with some exceptions) at 9 a.m. in the County Board of Supervisors Chambers.*

3. **Audit Committee**

Requirement: City staff and 1 Council Member
(As determined at the 04/21/08 City Council meeting).

In order to comply with Statement of Auditing Standards (SAS) No. 114, the City of Grover Beach has established an Audit Committee. The committee which will attend both a pre-audit meeting in June and a post-audit meeting in October or November. The committee would then report back to the City Council during "Council Committee Reports".

4. **Economic Vitality Corporation - San Luis Obispo County**

Requirement: 1 Council Member

The City has an agreement with the Economic Vitality Corporation to participate and support the establishment of a regional economic development effort to diversify and expand its economic base for industrial, retail, commercial, recreational, and general business services. A City Council Member is appointed to serve on the Board of Directors. *Meetings are held on the fourth Wednesday of each month from 4:00 - 5:30 p.m. (with some exceptions). Location: Offices of Cannon Corporation, 1050 Southwood Drive, San Luis Obispo, CA.*

Exhibit B - Committee Descriptions

5. **Fire Cities Fire Joint Powers Authority**
(Cities of Grover Beach and Arroyo Grande and the Oceano Community Services District)

Requirement: 1 City Council Member

Review of fire protection services provided through a joint powers agreement with the Cities of Grover Beach and Arroyo Grande and the Oceano Community Services District. The JPA consists of a Council Member from both Cities and a Board Member from the Community Service District. The Fire Chief serves as the Executive Officer of the Authority. *Meetings are scheduled every month, on the third Friday at 3:00 p.m. Location: Grover Beach City Hall Council Chambers.*

6. **Housing Trust Fund** (Improvement Agency assignment)

Requirement: 1 Agency Board Member, staff member or other individual.

Responsibility includes serving on the loan committee, making recommendations for loan policies and procedures to the Housing Trust Fund Board of Directors. *Meetings are held on the 2nd Thursday of each month. Location: 71 Zaca Lane, Suite 130, San Luis Obispo, CA 93401.*

7. **Integrated Waste Management Authority**

Requirement: 1 City Council Member

Responsibility includes preparing an integrated waste management plan implementing the state-mandated legislation AB 939. The plan will include elements for recycling, composting, education, and various other areas. The role of the authority member is to guide the reduction of the County's waste stream. (Note: final approval by the Board of Supervisors is required for our assigned representative.) *The delegates meet at 1:30 p.m. on the second Wednesday of each odd numbered month (e.g., January, March, May, etc). Location: San Luis Obispo County Board of Supervisors Chambers, 1055 Monterey Street, San Luis Obispo.*

8. **Parks, Recreation & Beautification Commission**

Requirement: None. (Pursuant to Council direction on December 3, 2007, no Council Member is assigned to attend this meeting)

The Parks, Recreation & Beautification Commission is a formal advisory body to the City Council. A City Council liaison is appointed to attend meetings. *Meetings are held the third Thursday of each month beginning at 6:30 p.m. in the Council Chambers.*

Exhibit B - Committee Descriptions

9. **San Luis Obispo County Visitors & Conference Bureau (SLOCVCB)**
(Improvement Agency Assignment)

Requirement: 1 Agency Board Member or City Representative

The SLOCVCB 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, the County government, and most incorporated cities in the County. *The meetings are generally held at a member hotel on the 3rd Wednesday of the month at 8:30 a.m.*

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

Requirement: 1 Council Member

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. (Note: Council appointed representative requires confirmation by the Board of Supervisors.) *It meets generally once a month at the City/County Library, 995 Palm Street, San Luis Obispo. Meetings are on the first Wednesday of each month, except July and August, from 1:30 - 3:30 p.m.*

11. **San Luis Obispo Council of Governments/San Luis Obispo Regional Transit Authority (SLOCOG/SLORTA)**

Requirement: 1 Council Member

SLOCOG was formerly known as the Area Coordinating Council. It is a regional governing body organized through a joint powers agreement that has responsibility for regional transportation planning primarily. The meetings are very lengthy and often last four to five hours. *The meetings are once a month on a Wednesday (more frequently as needed) and start at 8:30 a.m. Location: County Board of Supervisors Chambers in San Luis Obispo.*

SLORTA is operated through a joint powers agreement with SLOCOG to oversee the County-wide rapid transit system. The representative is **usually the same representative** as the SLOCOG representative because SLORTA meetings start either before or after SLOCOG and has the same Board. *The meetings are held once a month on a Wednesday either before or after the SLOCOG meeting. Location: County Board of Supervisors Chambers in San Luis Obispo.*

12. **South County Area Transit (SCAT)**

Requirement: 1 Council Member

This Joint Powers Authority is responsible for providing a regional rapid transit system for the Five Cities Area and a connector for the county-wide rapid transit system. *The meetings are held quarterly on the 3rd Wednesday of the month at 3:30 p.m. Location: Arroyo Grande City Hall.*

Exhibit B - Committee Descriptions

13. **South San Luis Obispo County Sanitation District**

Requirement: 1 Council Member

The City contracts with the Sanitation District for waste water collection and treatment. The District is governed by a Board of Directors composed of representatives from Oceano Community Services District, the County, and the Cities of Arroyo Grande and Grover Beach. *The meetings are held the first and third Wednesdays of each month at 6:00 p.m. at the Sanitation District Office, 1655 Front Street, Oceano.*

14. **South County Youth Coalition**

Requirement: One City representative either from the Council or staff.

This organization partners with the community to advocate for, support, and empower youth and families by promoting opportunities that build developmental assets. *Meetings are held at 3:30 p.m. on the 4th Thursday of each month at 1086 East Grand Avenue, Room #106, Arroyo Grande.*

15. **Zone Three Advisory Committee**

Requirement: 1 Council Member

This is a County organized committee to handle the operation of Lopez Lake for both recreation and water facilities. *Meetings are held at 6:30 p.m. on the third Thursday of every odd numbered month (Jan, Mar, May, etc). Meeting location is in the Council or Board Chambers of local agencies on a rotating basis.*

Exhibit B - Committee Descriptions

Other appointments that involve our City Council are listed below.

These appointments are not made by the Grover Beach City Council as the appointing authority is another source.

1. **Airport Land Use Commission.** This is a county-appointed Commission that decides how to develop land around the airports throughout the County. Appointment is made by the Mayors Selection Committee. *Meetings are held the third Wednesday of the month at City Hall in San Luis Obispo at 1:30 p.m.*

2. **Channel Counties Division of the League of California Cities.** The Channel Counties Division is comprised of cities within the San Luis Obispo, Santa Barbara, and Ventura Counties. Council Members frequently serve as representatives to a variety of statewide committees sponsored by the League of California Cities.

Should anyone desire to be appointed to one of the statewide committees, they should express that interest. Policy committee appointments are made by: a) the League President, b) each League division, and c) each department of the League of California Cities.

Channel Counties Division meetings are held quarterly, usually in the evening. Location rotates between each County, with one meeting held at the Annual League of California Cities Conference.

League of California Cities Policy Committee meetings are held quarterly, usually during the day. Location rotates between northern and southern California, with one meeting held at the Annual League of California Cities Conference..

3. **Local Agency Formation Commission (LAFCO).** This is a seven-member body made up of two members of the Board of Supervisors with an alternate, two members from City Councils throughout the County with an alternate, two members from Special Districts, and a public member designated by the other LAFCO Commission Members. The City Council representatives are appointed by the Council of Mayors' City Selection Committee.

The organization concerns itself with annexations, de-annexations, and spheres of influences relating to governmental agency boundaries. *The organization meets in San Luis Obispo during the daytime as agenda items require.*

RESOLUTION NO. 11-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVER BEACH, CALIFORNIA, CONFIRMING COUNCIL COMMITTEE ASSIGNMENTS TO SERVE AS THE CITY'S REPRESENTATIVES TO THE SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT FOR 2011.

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

WHEREAS, the City Council discussed assignments to these committees, boards, and organizations at the meeting of January 3, 2011; and

WHEREAS, the City contracts with the South San Luis Obispo County Sanitation District for waste water collection and treatment; and

WHEREAS, the District is governed by a Board of Directors that includes one representative from the Cities of Arroyo Grande and Grover Beach, and the Oceano Community Services District; and

WHEREAS, the Board of Directors make policy and operational decisions with advice from the contract administrator/engineer and District staff, and each Board Member receives a stipend.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Grover Beach does hereby rescind all previous Resolutions regarding Council committee assignments to the South San Luis Obispo County Sanitation District and hereby appoints the following Council Members to serve through calendar year 2011:

- Representative = _____
- Alternate Representative = _____

On motion by Council Member _____, seconded by Council Member Peterson, and on the following roll-call vote, to wit:

- AYES: Council Members -
- NOES: Council Members -
- ABSENT: Council Members -
- ABSTAIN: Council Members -
- RECUSED: _____ (due to a conflict of interest)

the foregoing Resolution was PASSED, APPROVED, and ADOPTED at a Joint City Council / Improvement Agency meeting by the City Council of the City of Grover Beach, California this 3rd day of January, 2011.

Attest:

JOHN P. SHOALS, MAYOR

DONNA L. McMAHON, CITY CLERK

RESOLUTION NO. 11-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVER BEACH, CALIFORNIA, CONFIRMING COUNCIL COMMITTEE ASSIGNMENTS TO SERVE AS THE CITY'S REPRESENTATIVES TO THE SAN LUIS OBISPO COUNCIL OF GOVERNMENTS, SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY AND THE SOUTH COUNTY AREA TRANSIT FOR 2011.

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

WHEREAS, the City Council discussed assignments to these committees, boards, and organizations at the meeting of January 3, 2011; and

WHEREAS, the City is a member of the San Luis Obispo Council of Governments, a regional governing body responsible for regional transportation planning; and

WHEREAS, members of the SLOCOG Board receive a stipend for attending Board and Executive Committee meetings; and

WHEREAS, Council committee assignments made to the San Luis Obispo Council of Governments (SLOCOG) are usually the same assignments made to the San Luis Obispo Regional Transit Authority (SLORTA) and the South County Area Transit (SCAT).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Grover Beach does hereby rescind all previous Resolutions regarding Council committee assignments to the San Luis Obispo Council of Governments, San Luis Obispo Regional Transit Authority, and the South County Area Transit; and hereby appoints the following Council Members to serve as the City's representatives to these agencies through calendar year 2011:

- Representative = _____
- Alternate Representative = _____

On motion by Council Member _____, seconded by Council Member _____, and on the following roll-call vote, to wit:

AYES: Council Members -
 NOES: Council Members -
 ABSENT: Council Members -
 ABSTAIN: Council Members -
 RECUSED: _____ (due to a conflict of interest).

the foregoing Resolution was PASSED, APPROVED, and ADOPTED at a Joint City Council/ Improvement Agency meeting by the City Council of the City of Grover Beach, California this 3rd day of January, 2011.

JOHN P. SHOALS, MAYOR

Attest:

DONNA L. McMAHON, CITY CLERK

RESOLUTION NO. IA-11-__

A RESOLUTION OF THE IMPROVEMENT AGENCY OF THE CITY OF GROVER BEACH, CALIFORNIA, CONFIRMING IMPROVEMENT AGENCY COMMITTEE ASSIGNMENTS FOR 2011.

WHEREAS, the Improvement Agency discussed annual assignments to committees, boards, and organizations at the regular meeting of January 3, 2011; and

WHEREAS, the Improvement Agency provides funding for certain activities to be conducted on behalf of our community provided by: 1) the San Luis Obispo County Housing Trust Fund (HTF) to increase the supply of affordable housing and 2) the San Luis Obispo County Visitors and Conference Bureau (SLOCVCB) for tourism promotion; and

WHEREAS, the funding support to those organizations provides the Improvement Agency the opportunity to appoint City representative(s) to these agencies who will serve in volunteer positions as members of the respective organization's Board of Directors; and

WHEREAS, the Housing Trust Fund confirmed that, unlike previous years, a representative and an alternate may be appointed.

NOW, THEREFORE, BE IT RESOLVED that the Grover Beach Improvement Agency hereby appoints the following person(s) to serve as the Agency's representative(s):

Housing Trust Fund Commission:

- Representative =
- Alternate Representative =

SLO County Visitors & Conference Bureau:

- Representative =
- Alternate Representative =

On motion by Board Member ____, seconded by Board Member ____, and on the following roll-call vote, to wit:

- AYES: Board Members -
- NOES: Board Members -
- ABSENT: Board Members -
- ABSTAIN: Board Members -

the foregoing Resolution was PASSED, APPROVED, and ADOPTED at a regular meeting by the Improvement Agency of the City of Grover Beach, California this 3rd day of January, 2011.

JOHN P. SHOALS, CHAIR

Attest:

DONNA L. McMAHON, AGENCY SECRETARY



Committee Assignment Interest Form

Appointments Scheduled for Discussion at the Council/Agency Meeting of January 3, 2011.

Combined Council Interest Form responses rec'd by 12/30/2010 are noted below with the following initials:

KB = Karen Bright
PM=Phyllis Molnar

BN = Bill Nicolls
DP = Debbie Peterson

JS = John Shoals

Rep.	Alternate	Committee	Previous Representatives (January - December 2010)
N/A	N/A	Advisory Body Screening Committee	<i>Random selection per Council direction 10/16/00</i>
KB	N/A	Air Pollution Control District	Karen Bright (alt = not allowed)
KB	___	Audit Committee	Karen Bright (alt = Debbie Peterson)
KB, DP	___	Economic Vitality Corporation (EVC) Board of Directors	Karen Bright Debbie Peterson(alt)
___	BN	Five Cities Fire Joint Powers Authority (Arroyo Grande, Grover Beach and Oceano CSD)	John Shoals Bill Nicolls (alt)
___	N/A	Housing Trust Fund (Improvement Agency Board Member)	Debbie Peterson (alt = _____)
PM	BN	Integrated Waste Management Authority	Robert Mires Bill Nicolls (alt)
N/A	N/A	Parks, Recreation & Beautification Commission	No Council representative assigned to attend
DP	___	SLO County Visitors & Conference Bureau (SLOCVCB)	Debbie Peterson (alt = _____)
PM, BN DP	___	SLO County Water Resources Advisory Board (WRAC)	Robert Mires Debbie Peterson(alt)
___	BN	SLO Council of Governments (SLOCOG) SLO Regional Transit Authority (SLORTA)	John Shoals Bill Nicolls (alt)
___	BN	South County Area Transit (SCAT)	John Shoals Bill Nicolls (alt)
N/A	N/A	South County Youth Coalition	(Assigned to P&R Staff)
KB, BN DP	___	South SLO County Sanitation District	Bill Nicolls Robert Mires(alt)
KB, PM, BN	___	Zone Three Advisory Committee	Robert Mires Debbie Peterson(alt)

Note: Not included in this list are the following:

- Any Ad Hoc Committees - (e.g., SLO County 10-year Plan to End Chronic Homelessness, Homeless Services Oversight Council, Klaproad Initiative, Marketing & Signage Subcommittee, and Ramona Specific Plan Subcommittee);
- Council-appointed representative for State Budget issues (Mayor or Mayor Pro Tem); and
- Representatives to the California Joint Powers Insurance Authority (the City's representative is established as the Mayor, City Manager, Administrative Services Director, and Human Resources Coordinator).