



CITY COUNCIL STAFF REPORT

TO: Honorable Mayor and City Council **DATE:** January 22, 2018

FROM: Matthew Bronson, City Manager

PREPARED BY: Donna McMahon, City Clerk / Executive Assistant

SUBJECT: Appointment of Council Members to Various Boards, Commissions and Committees

RECOMMENDATION:

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

BACKGROUND

Each year, the Council 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. In mid-December, staff distributed to members of the City Council information regarding each of the boards/commissions along with a response form to indicate assignment preferences, if any. The Council was requested to submit response forms to the City Clerk with the intent that tabulated results would be provided at the City Council meeting scheduled for January 8, 2018 and then rescheduled to the January 22, 2018 meeting due to the scheduled absence of one member of the Council for the meeting on January 8.

The City Council'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 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.

Exceptions to the Council Committee Appointment Process

South County Sanitation District – The Memorandum of Understanding between the City and the South County Sanitation District indicates, "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."

Oversight Board to the Successor Agency for the Dissolved Grover Beach Improvement Agency – The Oversight Board is composed of seven members representing various interests and entities. The City has three representatives on the Board. Two of the three representatives are appointed by the Mayor. Currently John Laferriere is serving as a representative of the City and Cassandra Isabella Mesa is the appointed representative for the recognized employee organization with the largest number of employees of the former redevelopment agency. Both of these appointments have no term ending dates and there is no requirement to make any changes at this time. The third appointment represents the City's Special Lighting District, which is the largest special district within the boundaries of the former redevelopment agency. In accordance with City Council Resolution No. 12-23, the "sitting Mayor" is designated as the District's representative.

Joint Powers Agreement with State Parks Department - In 2007, the City of Grover Beach entered into an agreement with the California State Department of Parks and Recreation (State Parks) to facilitate the development of the Grover Beach Lodge and Conference Center. City representatives to the Joint Authority have in the past consisted of the Mayor, a second representative chosen by the Council, the City Manager, and the City Attorney. The purpose of the Committee is to meet, as appropriate, with counterparts from State Parks to facilitate the development of the Lodge Project. Representatives to the Joint Authority report directly to the City Council and have no power to act independently of the Council.

Conflicts of Interest

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 List
Exhibit B - Council Committee List Description (with updated meeting information)
2. Interest forms tabulated with responses combined.
3. FPPC Form 806, (currently posted on City website and scheduled to be revised subsequent to Council action on January 22, 2018).

RESOLUTION NO. 18-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVER BEACH,
CALIFORNIA, REVISING CITY COUNCIL COMMITTEE ASSIGNMENTS
FOR CALENDAR YEAR 2018**

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 January 22, 2018.

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 22nd day of January, 2018.

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

JOHN P. SHOALS, MAYOR

Attest:

DONNA L. McMAHON, CITY CLERK



Committee Assignment Interest Form (Tabulated and Combined Responses)

City Council Responses are noted below with the following initials:

JL = Jeff Lee; **BN** = Barbara Nicolls; **DP** = Debbie Peterson; **MS** = Mariam Shah; **JS** = John Shoals

Rep.	Alternate	Conflict	Committee	Current Representatives (thru January 19, 2018)
	N/A		Advisory Body Screening Committee	<i>Random selection per Council direction 10/16/00</i>
DP, MS	JL, BN MS		Air Pollution Control District (APCD)	Mariam Shah (Alternate = Jeff Lee)
BN, DP MS	MS		Chamber of Commerce - Arroyo Grande/Grover Beach	Barbara Nicolls (Alternate = Debbie Peterson)
JL, DP MS	JL, BN MS		Economic Vitality Corporation (EVC)	Jeff Lee (Alternate = Barbara Nicolls)
BN, DP MS, JS	JL, MS		Five Cities Fire Joint Powers Authority (<i>Arroyo Grande, Grover Beach and Oceano CSD</i>)	John Shoals (Alternate = Barbara Nicolls)
MS	JL, BN MS		Homeless Services Oversight Council (HSOC)	Mariam Shah (Alternate = Jeff Lee)
JL, DP MS	MS		Integrated Waste Management Authority (IWMA)	Jeff Lee (Alternate = Debbie Peterson)
JL, DP MS, JS	MS, JS		Regional Groundwater Sustainability Project (RGSP)	John Shoals (Alternate = Jeff Lee)
DP, MS	MS		SLO Coastal Regional Sediment Management Plan (CRSMP) Steering Committee	Debbie Peterson (Alternate = Mariam Shah)
DP		MS	SLO County Water Resources Advisory Committee (WRAC)	Debbie Peterson (Alternate = Jeff Lee)
DP, JS	MS		SLO Council of Governments (SLOCOG) SLO Regional Transit Authority (SLO RTA)	John Shoals (Alternate = Mariam Shah)
	JS	MS	South County Transit (SCT)	Barbara Nicolls (Alternate = John Shoals)
BN, DP MS, JS	JL, BN MS		South SLO County Sanitation District (SSLOCSD)	John Shoals (Alternate = Barbara Nicolls)
MS	MS		Visit San Luis Obispo County Advisory Committee	Mariam Shah (Alternate = Debbie Peterson)
JL, DP	JL, MS		Zone Three Advisory Committee	Jeff Lee (Alternate = Mariam Shah)

Note: Not included in this list are the following:

- Any Ad Hoc Committees;
- Council-appointed representative for State Budget issues (Mayor or Mayor Pro Tem);
- 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); and
- Housing Trust Fund: In 2017, the Council designated City staff to attend these meetings.

**Agency Report of:
Public Official Appointments**

A Public Document

1. Agency Name City of Grover Beach		City of Grover Beach	California Form 806 <small>For Official Use Only</small>
Division, Department, or Region (If Applicable)		JAN 12 2017 RECEIVED	
Designated Agency Contact (Name, Title) Donna L. McMahon, City Clerk		Page <u>1</u> of <u>3</u>	Date Posted: <u>1/12/2017</u> <small>(Month, Day, Year)</small>
Area Code/Phone Number (805) 473-4567	E-mail dmcmahon@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>Shah, Mariam</u> <small>(Last, First)</small> Alternate, if any <u>Lee, Jeff</u> <small>(Last, First)</small>	▶ <u>01 / 09 / 17</u> <small>Appt Date</small> ▶ *until rescinded <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"/> Other
Integrated Waste Management Authority (IWMA)	▶ Name <u>Lee, Jeff</u> <small>(Last, First)</small> Alternate, if any <u>Peterson, Debbie</u> <small>(Last, First)</small>	▶ <u>01 / 09 / 17</u> <small>Appt Date</small> ▶ *until rescinded <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"/> Other
San Luis Obispo Council of Governments (SLOGOG)	▶ Name <u>Shoals, John</u> <small>(Last, First)</small> Alternate, if any <u>Shah, Mariam</u> <small>(Last, First)</small>	▶ <u>01 / 09 / 17</u> <small>Appt Date</small> ▶ *until rescinded <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"/> Other
South San Luis Obispo County Sanitation District (SSLOCSD)	▶ Name <u>Shoals, John</u> <small>(Last, First)</small> Alternate, if any <u>Nicolls, Barbara</u> <small>(Last, First)</small>	▶ <u>01 / 09 / 17</u> <small>Appt Date</small> ▶ *until rescinded <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"/> 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	01/12/2017
<small>Signature of Agency Head or Designee</small>	<small>Print Name</small>	<small>Title</small>	<small>(Month, Day, Year)</small>

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

Agency Report of:
Public Official Appointments
Continuation Sheet

1. Agency Name City of Grover Beach	Date Posted: <u>1/12/2017</u> <i>(Month, Day, Year)</i>
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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>Shoals, John</u> <i>(Last, First)</i> Alternate, if any <u>Bronson, Matthew</u> <i>(Last, First)</i>	▶ <u>01 / 09 / 17</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"/> Other
	▶ 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"/> Other
	▶ 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"/> Other
	▶ 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"/> Other
	▶ 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"/> Other
	▶ 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"/> Other

Agency Report of: Public Official Appointments

Background

This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member.

This form is required pursuant to FPPC Regulation 18702.5. Each agency must post on its website a single Form 806 which lists all the paid appointed positions to which an official will vote to appoint themselves. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member if the appointee will participate in the decision and the appointment results in additional compensation to the appointee.

FPPC Regulation 18702.5 provides that as long as the public is informed prior to a vote, an official may vote to hold another position even when the vote results in additional compensation.

Part 1. Agency Identification

Identify the agency name and information on who should be contacted for information.

Part 2. Appointments

Identify the name of the other agency, board or commission. List the name of the official, and an alternate, if any.

List the appointment date and the length of term the agency official will serve. Disclose the stipend provided per meeting and the estimated annual payment. The annual salary is an estimate as it will likely vary depending upon the number of meetings. It is not necessary to revise the estimate at the end of the calendar year.

Part 3. Verification

The agency head or his/her designee must sign the verification.

Frequently Asked Questions (FAQs)

1. When does an agency need to complete the Form 806?

A Form 806 is required when an agency's board members vote to appoint a board member to serve on another governmental agency or position of the agency of which the official is a member and will receive additional compensation.

2. The city council votes to serve as the city's housing authority, a separate entity. Will the Form 806 be required?

If the council members receive additional compensation for serving on the housing authority, the Form 806 is required.

3. Are appointments made by a governing board to appoint one of its members to serve as an officer of that board for additional pay (e.g., mayor) required to be disclosed on Form 806?

No. FPPC Regulation 18702.5(b)(6) exempts from this requirement decisions to fill a position on the body of which the official is a member (such as a councilmember being appointed as mayor) despite an increase in compensation.

4. In determining the income, must the agency include mileage reimbursements, travel payments, health benefits, and other compensation?

No. FPPC Regulation 18702.5 requires only the amount of the stipend or salary to be reported.

5. Which agency must post the Form 806?

The agency that is voting to appoint a public official must post the Form 806 on its website. The agency that the official will serve as a member is not required to post the Form 806. The form is not sent to the FPPC.

6. When must the Form 806 be updated?

The Form 806 should be amended promptly upon any of the following circumstances: (1) the number of scheduled meetings is changed, (2) there is a change in the compensation paid to the members, (3) there is a change in membership on the board or commission, or (4) there is a new appointment to a new agency.

7. If officials choose to recuse themselves from the decision and leave the room when a vote is taken to make an appointment, must the Form 806 be completed?

No. The Form 806 is only required to identify those officials that will vote on an appointment in which the official will also receive additional compensation.

Privacy Information Notice

Information requested by the FPPC is used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to penalties. All reports are public records available for inspection and reproduction. Direct questions to FPPC's General Counsel, Fair Political Practices Commission, 428 J Street, Ste. 620, Sacramento, CA 95814.