

**City of Culver City, California
Agenda Item Report**

Meeting Date: 05/13/2013		Item Number: <u>A-5</u>	
CITY COUNCIL AGENDA ITEM: (1) Adoption of Resolutions and/or Motions Appointing City Council Members/Staff Members to various Outside Agency Boards, City Council Subcommittees and Other Related Bodies; and (2) Discussion and Potential Approval of a New Purpose and Scope for the Ad-Hoc Sustainability Subcommittee.			
Contact Person/Dept.: Martin R. Cole, Assistant City Manager/City Clerk		Phone Number: 310-253-6000	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: Meetings and Agendas – City Council (05/07/13)			
Department Approval: Martin R. Cole (05/07/13)		City Attorney Approval: Carol Schwab (by H. Baker) (05/07/13)	
Chief Financial Officer Approval: Jeff Muir (05/07/13)		City Manager Approval: John M. Nachbar (05/07/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council (1) adopt resolutions/motions appointing Council Members to various outside agency boards, City Council subcommittees, and other related bodies and (2) discuss and potentially approve a new purpose and scope for the Ad-Hoc Sustainability Subcommittee. <u>BACKGROUND:</u> The City Council traditionally has appointed Council Member(s) to represent the City on various “outside agencies” and on City Council subcommittees. In accordance with the direction provided at the City Council meeting of April 22, 2013, this report is presenting only those outside body appointments which are impacted by the annual City Council reorganization and election of a new Mayor and Vice Mayor. All other appointments will remain as made by the City Council at the meeting of May 7, 2012. Additionally, the City Council is requested to discuss and potentially approve a new purpose and scope for the Ad-Hoc Sustainability Subcommittee. As the City Council has considered its appointments to City Council subcommittees, it has been mindful of the requirements of the Ralph M. Brown Act (Brown Act) and the important differences between a “Standing Subcommittee” and an “Ad-Hoc Subcommittee.” In summary, Standing Committees are required to comply with the provisions of the Brown Act (including public notification and public participation).			

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Ad-Hoc Subcommittees are not subject to those requirements. As provided for in the Brown Act, a standing committee has a continuing subject matter jurisdiction or a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body. Whereas, in general, "ad hoc" subcommittees serve only a limited or single purpose, they are not perpetual and they are dissolved when their specific task is completed.

APPOINTMENTS TO OUTSIDE AGENCY BOARDS

The following outside agency boards have the Mayor as the official delegate to that body:

- Los Angeles County City Selection Committee
- Los Angeles County Sanitation District Number 5

The City Council may wish to appoint an alternate delegate to represent the City in the case the Mayor is unable to attend the meetings of these bodies.

(1) Los Angeles County City Selection Committee

The City Selection Subcommittee normally meets once a year, but occasionally a special meeting is held when a vacancy occurs. In the past, this meeting has been held in conjunction with the Los Angeles County Division of the League of California Cities on the first Thursday evening of the month.

The Mayor is automatically the Member Representative to this Committee. This past year Council Member O'Leary was the Alternate Member.

(2) League of California Cities/Los Angeles County Division

In order for the City Council to have representation in the Los Angeles County Division of the League of California Cities, it is necessary that a Delegate and Alternate Delegate be selected from among the City Council Members. The meetings are held on the first Thursday of each month typically by telephone.

The Westside Cities Council of Governments (COG) has appointed Council Member O'Leary to represent the COG at this body. The current representatives to the League are Council Member Weissman, Delegate and Council Member O'Leary, Alternate Delegate.

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Recommended Motion: That the City Council:

Adopt the resolutions appointing **Mayor Jeffrey Cooper** as Delegate and **Council Member** as Alternate Delegate, to the Los Angeles County ***City Selection Committee and the League of California Cities/Los Angeles County Division.***

(3) Los Angeles County Sanitation District Number 5

Meetings for District No. 5 are held on the third Wednesday of the month at the Torrance City Hall in Torrance, California.

There is a stipend of \$150 per meeting, payable to the Director for attendance, or in the absence of the Director, to the Alternate Director. The District is authorized to pay up to a maximum of \$600 per month regardless of the number of meetings attended.

The Ex Officio Director of District No. 5 is Mayor Cooper. The City Council may select one of its members as Alternate Director. The current Alternate Director is Vice Mayor Sahli-Wells.

Recommended Motion: That the City Council:

Adopt the Resolution appointing **Mayor Jeffrey Cooper** as Director, and **Council Member**, as Alternate Director, to the ***Los Angeles County Sanitation District Number Five.***

(4) Southern California Association of Governments (SCAG).

Culver City is a member of SCAG, and the City Council is requested to appoint the Official Representative and an Alternate Representative to this organization so the City may continue to participate in their activities. The Mayor is the ex-officio representative to the SCAG General Assembly.

Delegates are given the opportunity to serve on various Subcommittees, such as the Transportation and Utilities Subcommittee, the Council of Planning, Housing and Community Development, and the Environmental Quality and Resource Conservation Subcommittee.

The current representatives to SCAG are then Mayor Andrew Weissman, Official Representative and then Council Member Sahli-Wells, Alternate Representative.

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Recommended Motion: That the City Council:

Adopt the resolution appointing **Mayor Jeffrey Cooper** as Official Representative and **Council Member _____** as Alternate Representative to SCAG.

(5) Oversight Board of the Successor Agency to the Culver City Redevelopment Agency

Under the applicable State statute, the Mayor may appoint two representatives to the Oversight Board of the Successor Agency to the Culver City Redevelopment Agency (Oversight Board). At the time of the Oversight Board's creation, then Mayor O'Leary (with the concurrence of the City Council) appointed then Council Member Weissman (representative of the Legislative Body) and Mr. Nick Kimball (representative of the Culver City Management Group) to the Oversight Board. Mayor Cooper may wish to make alternate appointments (subject to concurrence by the City Council). However, new appointments are not required.

Recommended Motion: (If desired) That the City Council:

Appoint _____ **(Legislative Body Representative)** and
_____ **(Bargaining Unit Representative)** to the Oversight Board.

(6) Disaster Management "Area A" Executive Board (New for 2013)

Culver City is a member of the Disaster Management Area A Executive Board. The Board, which meets infrequently, coordinates disaster management and preparation efforts in Area A, of which Culver City is a part. The Board has recently undergone some updates to their structure. In 2001, the City Council adopted a resolution appointing the Fire Chief as representative to the Board. With these recent changes, the Area A by-laws will be updated to reflect that the Area A Executive Board will now be comprised of the three city managers from each of the Member Cities: West Hollywood, Culver City, and Beverly Hills.

The current representative to the Disaster Management Area A Executive Board is Fire Chief Sellers.

Recommended Motion: That the City Council adopt a resolution appointing **City Manager John Nachbar** as Official Representative to the Disaster Management Area A Executive Board.

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PURPOSE AND SCOPE OF SUSTAINABILITY SUBCOMMITTEE

When the City Council made appointments to this Ad-Hoc Subcommittee, it provided the Subcommittee with the specific task to prepare and ultimately make recommendations to the City Council on the subject of a sustainability policy.

On May 6, 2013, staff met with the Subcommittee and discussed its current scope. It is the Subcommittee's recommendation that its scope be broadened to allow the Subcommittee an opportunity to provide input in various matters having a sustainability component, and not be limited to the sole task of establishing a sustainability policy. Such change in scope, if approved by the City Council, may change the nature of the Subcommittee from an Ad-Hoc Subcommittee to a Standing Subcommittee. If the scope of the Subcommittee changes its status to a Standing Subcommittee, staff will ensure the Brown Act requirements for notice and public participation are met.

Currently, Mayor Cooper and Vice Mayor Sahli-Wells serve on this Subcommittee.

Staff recommends the City Council consider the input from the Subcommittee members and direct the City Manager as deemed appropriate.

FISCAL IMPACT:

Since the approval of the City Charter of 2006 by the electorate, the City Council-City Manager form of government has been implemented in the City. Over the past seven years and consistent with the policy-making role of the City Council under the City Charter, the City Council has reduced the number of City Council subcommittees as those that performed an administrative function were no longer necessary. Further, those subcommittees that remain meet infrequently as the great majority of policy issues are discussed directly by the City Council as a whole. Therefore, costs associated with City Council subcommittees have been significantly reduced compared with prior years. Because of the requirements of the Brown Act, creation of new Subcommittees (especially standing subcommittees) will have a fiscal impact, the level of which is difficult to estimate until the purpose and scope of any such new subcommittees are known.

ATTACHMENTS:

Proposed Resolutions of Appointment

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MOTION:

That the City Council:

1. Adopt respective resolutions/motions related to the appointment of Council Members to various Outside Agency Boards, Subcommittees and Other Related Bodies; and,
2. Discuss the purpose and potentially approve a new scope/purpose for the Ad-Hoc Sustainability Subcommittee and direct the City Manager as deemed appropriate.