

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

Meeting Date: 05/12/2014		Item Number: <u>A-5</u>	
CITY COUNCIL AGENDA ITEM: (1) Adoption of Resolutions and/or Motions Appointing City Council Members to Various Outside Agency Boards, City Council Subcommittees and Other Related Bodies; and (2) Creation/Dissolution of Certain Subcommittees.			
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: (Email) Meetings and Agendas – City Council (05/07/14)			
Department Approval: Martin R. Cole (05/07/14)		City Attorney Approval: Carol Schwab (by H. Baker) (05/07/14)	
Chief Financial Officer Approval: Jeff Muir (05/07/14)		City Manager Approval: John M. Nachbar (05/07/14)	
<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) consider creation/dissolution of certain subcommittees. <u>BACKGROUND/DISCUSSION:</u> The City Council traditionally has appointed Council Member(s) to represent the City on various “outside agencies” and on City Council subcommittees. These appointments are presented this evening for the City Council’s consideration. 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). 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 an “ad hoc” subcommittees serve only a limited or single purpose, they are not perpetual and they are dissolved when their specific task is completed.			

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In this staff report, all members of the City Council are respectfully referenced as Council Members (except in the case where a particular body requires the appointment of the Mayor or Vice Mayor).

1-A1. APPOINTMENTS TO OUTSIDE AGENCY BOARDS REQUIRING ADOPTION OF A RESOLUTION

The following outside agency boards require the adoption of a resolution to make Culver City appointments to their bodies:

- Los Angeles County City Selection Subcommittee ^M
- League of California Cities – Los Angeles County Division
- City Legislative Subcommittee – League of California Cities/Los Angeles County Division

^M Under the California Government Code, the Mayor is the Ex-Officio Delegate to this Outside Agency Board.

(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. The meeting is 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 Micheal 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 an 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 O'Leary, Delegate and then Council Member Clarke, Alternate Delegate.

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(3) City Legislative Subcommittee – League of California Cities/Los Angeles County Division

The League's Legislative Program was established to help strengthen the grassroots efforts of the League on such critical legislative issues as the State budget deliberations. The Program's goals are also to establish stronger personal contacts with legislators in our area, to promote regular communication on City issues; to promote City interests, and to articulate City positions with members of the legislature on key issues.

Council Member O'Leary and Council Member Clarke currently serve on this committee.

Recommended Motion: That the City Council:

(1) Adopt the Resolutions appointing _____ as Delegate and _____, as Alternate Delegate, to the Los Angeles County **City Selection Committee, League of California Cities/Los Angeles County Division**, and

(2) Appoint, by motion, _____ and _____ to the **City Legislative Committee – League of California Cities/Los Angeles County Division**.

(4) Independent Cities Association of Los Angeles County

The City of Culver City has been a member of the Independent Cities Association of Los Angeles County for many years, and it is required that the City Council appoint a Delegate and an Alternate Delegate to that organization.

The current representatives to the Independent Cities Association of Los Angeles County are Council Member O'Leary, Delegate, and Council Member Clarke, Alternate Delegate.

Recommended Motion: That the City Council adopt the resolution appointing _____ as Delegate and _____ as Alternate Delegate of the Independent Cities Association of Los Angeles County.

(5) Independent Cities Risk Management Authority (ICRMA)

The City of Culver City is a member of the ICRMA. The Bylaws require an elected official be appointed by resolution as a Member to the Governing Board of the

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ICRMA and an Alternate (who may be a staff member) be appointed by resolution to act in the primary Member's absence.

The current Member is Council Member Cooper, the Alternate is Human Resources Director Serena Wright, and the Substitute Alternate is Claims Coordinator Rachelle Adkins.

In order to help ensure Culver City representation at all Board meetings, which Occur during business hours every other month, staff requests that the City Council Consider appointing one Council Member and two staff members to the ICRMA Board for 2014/2015.

Recommended Motion: That the City Council adopt the resolution appointing _____ as Member; **Human Resources Director Serena Wright** as Alternate and **Claims Coordinator Rachelle Adkins** as Substitute Alternate to the ICRMA Governing Board.

(6) 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 \$125 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 former Mayor Cooper. The City Council may select one of its members as Alternate Director. The current Alternate Director is Council Member Sahli-Wells.

Recommended Motion:

That the City Council adopt the Resolution appointing **Mayor Sahli-Wells** as Director, and **Council Member** _____, as Alternate Director, to the ***Los Angeles County Sanitation District Number Five***.

(7) 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.

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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 Cooper, Official Representative, and Council Member Sahli-Wells, Alternate Representative.

Recommended Motion: That the City Council adopt the resolution appointing **Mayor Sahli-Wells** as Official Representative and Council Member _____ as Alternate Representative to SCAG.

(8) 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 Sahli-Wells 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.

(9) Disaster Management "Area A" Executive Board

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. In 2001, the City Council adopted a resolution appointing the Fire Chief as representative to the Board. The Board has recently undergone some updates to their structure. 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 City Manager John Nachbar.

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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.

1-A2. APPOINTMENTS TO OUTSIDE AGENCY BOARDS REQUIRING ADOPTION OF A MOTION

(10) Westside Cities Council of Governments.

The Westside Cities Council of Governments is an organization composed of the following cities: Beverly Hills, Culver City, Los Angeles, Santa Monica and West Hollywood. Represented at these meetings is one or more elected City officials from each City and a limited number of staff. Matters of mutual concern are discussed at the meetings.

The current representative to this Subcommittee is Council Member Cooper and the Alternate is Council Member O'Leary.

Recommended Motion: That the City Council appoint _____, as Representative to the Governing Board; and _____, as the Alternate Representative to the Westside Cities Council of Governments.

(New for 2014) On May 15, the WSCCOG Board will consider nominations for the WSCCOG's seat on the SCAG Energy and Environment Committee. The SCAG Energy & Environment Committee considers environmental and energy issues of regional significance, including but not limited to air quality, water quality, solid and hazardous waste, habitat preservation, environmental justice, and environmental impact analysis. This committee meets on the first Thursday of every month at 10 am in SCAG's offices in downtown Los Angeles.

The City Council is requested to determine if the Council would like to submit a name to the WSSCOG for consideration of appointment to this Subcommittee. If so desired, the City Council may wish to consider appointing a member of the Sustainability or Regional Oil Operations Subcommittee for this purpose.

Recommended Motion: That the City Council submit _____ as the nominee for a seat on SCAG's Energy and Environment Committee.

(11) Interagency Communications Interoperability System (ICIS)

ICIS is a Joint Powers Authority formed to coordinate the efforts of the Cities of

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Beverly Hills, Culver City, Pomona, Montebello, Burbank, and Glendale in the areas of communications compatibility and related policies and funding source.

The current Council appointed member of this Board is Council Member Clarke.

Recommended Motion: That the City Council appoint _____ as Liaison to ICIS.

(12) Exposition Line Construction Authority Board of Directors

This Authority is responsible for the construction and other associated activities related to the Exposition Line from downtown Los Angeles to the Culver City Station, with an ultimate terminus in Santa Monica. Membership on the Authority Board comes with a stipend of \$150,00 per meeting.

The current City Council Delegate and Alternate to the Authority are Council Member O'Leary and Council Member Sahli-Wells.

Recommended Motion: That the City Council appoint _____, as Representative; and _____, as the Alternate Representative to the Exposition Line Construction Authority Board.

(13) Southern California Cities Joint Powers Consortium

In December 1994, the City Council entered into a Joint Powers Authority Agreement with other Westside/South Bay Cities to capitalize on the combined bargaining and buying power of member cities in all areas of energy purchasing, to monitor and promote such powers, and adopt a resolution requesting that Southern California Edison take whatever actions are necessary to reduce rates for residential and small industrial/commercial customers.

In 1995, the City Council authorized execution of the Joint Powers Agreement forming the Southern California Cities Joint Powers Consortium. The Agreement provides that each participating city shall appoint one Director and one Alternate Director as representatives to the Consortium.

This Joint Powers Agency has not met in several years. While the Joint Powers Agency had a definite purpose and mission at the time of its creation, the change in circumstances (as evidenced by the lack of meetings for at least five years) prompted staff to recommend the City Council direct staff to institute dissolution of the Consortium. In 2011, the City Council concurred and gave such direction to staff. Initial contact with some members has been achieved and initial indications are that

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those members are anxious to consider dissolution of the Consortium. To allow the dissolution process to continue, staff recommends the City Council appoint a Director and Alternate Director to the Consortium.

The current Director is Council Member O'Leary, and the Alternate Director is Council Member Clarke.

Recommended Motion: That the City Council appoint _____ as Director and _____ as Alternate Director to the Southern California Cities Joint Powers Consortium.

(14) Los Angeles International Airport (LAX) Area Advisory Subcommittee

The City of Culver City has been a member of the Los Angeles International Airport (LAX) Area Advisory Subcommittee for many years. Culver City has three seats on this Subcommittee.

Recently, the City Council determined Culver City representatives to this body would be members of the community (no City Council Members currently sit on this subcommittee).

Staff Recommendation: Should the City Council wish to retain the current representation, then staff recommends the City Council **take no action** to appoint Council Members to this subcommittee at this time.

Motion: (If Desired) That the City Council appoint _____, _____ and _____ to the LAX Area Advisory Subcommittee.

**1-B. APPOINTMENTS TO CITY COUNCIL SUBSUBCOMMITTEES
REQUIRING ADOPTION OF A MOTION**

Council representatives are currently serving on the following Subcommittees. A few of these Subcommittees were established for a limited or specific purpose and the Council may now wish to eliminate those Subcommittees that have fulfilled their purpose.

Staff provides its recommendation with each Subcommittee.

***(15) Joint Finance and Judiciary Subcommittee;
(16) Treasurer's Investment Subcommittee; and
(17) Audit, Financial Planning, Budget and Subcommittee***

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The Judiciary and Finance Subcommittee has two functions as stated in the Culver City Municipal Code (Section 3.01.020):

- 1) A Subcommittee member signs the City Treasurer's demand sheet to acknowledge that the demand sheet has been received and filed by the City Council; and,
- 2) The Subcommittee reviews demands for payment that the City Treasurer has denied and makes a recommendation to the City Council on their disposition.

The Audit and Financial Planning Subcommittee works with the City Manager to forge long-range financial policies to present to the City Council for consideration and adoption. The Subcommittee also meets with the City's Auditors to discuss the annual audit.

The Treasurer's Investment Subcommittee currently consists of the Chief Financial Officer/City Treasurer, the City Manager, and one public member and one City Council Member. The Subcommittee reviews City investment policies and practices.

The current Representatives to these Subcommittees are Council Member Cooper and Council Member O'Leary (with Council Member Cooper as the representative on the City Treasurer's Investment Subcommittee).

Recommended Motion: That the City Council adopt the motion appointing _____ and _____ as Members of the Judiciary and Finance Subcommittee and Members of the Audit, Financial Planning, and Budget Subcommittee; and _____ to the City Treasurer's Investment Subcommittee.

The Culver City Municipal Code provides for the City Council to appoint two of its members and one alternate as members of the Finance and Judiciary Subcommittee. However, due to potential Brown Act issues created by having an alternate, it is the City Attorney's recommendation that an alternate member not be appointed.

(18) Standing Economic Development Subcommittee

Currently Council Member Weissman and Council Member Clarke serve on this Subcommittee. Given the potential "ongoing subject matter jurisdiction" of this Subcommittee in its current form, it constitutes a standing subcommittee.

Recommended Motion: That the City Council appoint _____

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and _____ to the Economic Development Subcommittee.

(19) Culver City Unified School District/City Council Liaison Subcommittee

This Subcommittee consists of two Council Members and two Members of the School Board. The Subcommittee meets as needed to discuss and make recommendations on issues of mutual concern. This Subcommittee is subject to the Brown Act and the meetings are noticed and open to the public.

The current Members of this Subcommittee are Council Member Cooper and Council Member Sahli-Wells.

Recommended Motion: That the City Council appoint _____ and _____ to the Culver City Unified School District/City Council Liaison Subcommittee.

(20) Standing Sustainability Subcommittee

In 2013, the City Council determined to continue this Subcommittee as a Standing Subcommittee.

Currently, Council Member Cooper and Council Member Sahli-Wells serve on this Subcommittee.

Recommended Motion: That the City Council appoint _____ and _____ to the Sustainability Subcommittee.

(21) Ad-Hoc Regional Development and Traffic Mitigation Subcommittee

The City Council created this Ad Hoc Subcommittee to provide guidance on the important issues of regional development and traffic mitigation. This Ad Hoc Subcommittee meets as needed for a limited purpose when opportunities arise to work cooperatively with other local entities to regionally address the issues of development and traffic mitigation. The current members of the Subcommittee are Council Member Weissman and Council Member O'Leary.

Later in this report, the City Council may consider the creation of and appointment of members to a Parking and Traffic Subcommittee. An alternative to the creation of a new Subcommittee would be to clarify the scope and purpose of this Ad Hoc Subcommittee to include local parking and traffic issues. Depending on the purpose

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and scope for this Subcommittee determined by the City Council, the Standing or Ad Hoc nature of the Subcommittee can be established.

Recommended Motion: That the City Council appoint _____ and _____ to the Regional Development and Traffic Mitigation Subcommittee.

(22) Ad- Hoc Regional Oil Operations Subcommittee

The City Council created this Ad Hoc Subcommittee during the process of review of Los Angeles County's Baldwin Hills Community Standards District which established regulations regarding drilling in the Inglewood Oil Fields. This subcommittee is also in place to provide input to staff as needed during the drafting of the City's own oil drilling ordinance.

The current members of the Subcommittee are Council Member Weissman and Council Member Sahli-Wells.

Recommended Motion: That the City Council appoint _____ and _____ to the Regional Oil Operations Subcommittee.

(23) Ad-Hoc Legislation and Grants Subcommittee

The City Council created this subcommittee in 2013 with the limited purpose of developing a recommendation on legislative and grant matters.

The current members of the Subcommittee are Council Member Clarke and Council Member Sahli-Wells.

Recommended Motion: That the City Council appoint _____ and _____ to the Ad Hoc Legislation and Grants Subcommittee.

PROPOSALS FOR THE CREATION OF AND APPOINTMENT OF MEMBERS TO NEW SUBCOMMITTEES

Over the past year, the City Council has expressed interest in discussing the potential creation of three new Subcommittees: (1) a Charter Review Subcommittee; (2) a Campaign Finance Ordinance Review Subcommittee; and (3) a Parking and Traffic Subcommittee. Should the City Council deem it appropriate, the City Council may have that discussion at this time and, if desired, create

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Subcommittees as desired, determine the scope and purpose of such Subcommittees (which would determine if such Subcommittees are Ad Hoc or Standing), and appoint members thereto.

At this time, the City Council may also consider the creation of and appointment of members to any other Subcommittees the City Council may deem appropriate.

FISCAL IMPACT:

City Council subcommittee meetings can involve a significant amount of staff resources, of which the amount is difficult to quantify. The majority of any related fiscal impact would be absorbed within departmental budgets. Given the current budget issues facing the City, it is particularly important to allocate the even scarcer staff and financial resources to those areas which maintain the City's core services consistent with the Council-Manager form of government.

ATTACHMENTS:

Resolutions of Appointment

MOTION:

That the City Council:

Adopt respective resolutions/motions related to the appointment of Council Members to various Outside Agency Boards, Subcommittees and Other Related Bodies and create, consolidate, or dissolve certain Subcommittees as deemed appropriate.