

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council  
**FROM:** Maureen Benson, City Clerk *MB*  
**DATE:** November 21, 2012 (CC Meeting of 12/05/12)  
**SUBJECT:** Consider City Council Standing Committee Appointments and Assignments for Calendar Year 2013

**BACKGROUND**

City Council Policies Resolution No. 2012-3091 states:

“With the approval of the majority of the members of the City Council, the Mayor shall make all appointments to Standing Committees of the City Council, including the designated alternate. The appointments shall be made at the first regularly scheduled meeting in January of each odd-numbered year and at the reorganization meeting of the City Council in each even-numbered year.”

The following table shows the current appointments and regular meeting schedule.

<b>STANDING COMMITTEE</b>	<b>TIME</b>	<b>DAY</b>
Community and Economic Development Members: Mikos and Pollock Alternate: Van Dam	6:00 p.m.	Third Wednesday of the month.
Finance , Administration, and Public Safety Members: Mayor and Mayor Pro Tem Alternate: Immediate Past Mayor Pro Tem	6:00 p.m.	First Wednesday of the month.
Transportation and Public Works Members: Millhouse and Van Dam Alternate: Mikos	5:30 p.m.	First Monday of the month.

**DISCUSSION**

Attached to this report is the complete list of City Council Assignments for the City Council's consideration regarding appointments. Recommended revisions are shown with legislative format. The regular meeting schedule for non-City commissions, committees and/or organizations has been added to the attached draft assignments list to facilitate appointment decisions.

Staff is recommending that the appointments for the Standing Committees and other City Council committees and assignments be made at the December 5, 2012, regular meeting. The approval of the regular meeting schedule will be agendaized for the second meeting in January 2013 (and will be based on the availability of the appointed Councilmembers.)

**STAFF RECOMMENDATION**

Determine City Council committee appointments and assignments.

Attachment: Draft City Council Committee Assignments List

**CITY COUNCIL COMMITTEE ASSIGNMENTS**

**STANDING COMMITTEES**

1. Community and Economic Development Committee  
Members: Mikos and Pollock  
Alternate: Van Dam  
Staff: Community Development Director  
Meeting Date: Third Wednesday of the month at 6:00 p.m.
  - A. General Plan Amendment Pre-Screening Requests
  - B. OSCAR Element
  - C. Member of Economic Development Collaborative of Ventura County (EDCVC)  
Member: Mikos  
First Alternate: Pollock  
Second Alternate: Van Dam
  - D. Regional Defense Partnership  
Member: To be determined on case-by-case basis  
Alternate: To be determined on case-by-case basis
  - E. Base Retention and Closure (BRAC)
  - F. Possible Residential Relocation Benefits for affected Moderate Income Persons
  - G. Commercial Facade Improvement Program
  - H. Homeless Issues Related to New Housing Element
  - I. Green Building Issues / Objectives
  - J. Residential Rehabilitation Loan Program
  
2. Finance, Administration and Public Safety Committee  
Members: Mayor and Mayor Pro Tem (Pollock)  
Alternate: Immediate Past Mayor Pro Tem (Millhouse)  
Staff: Deputy City Manager  
Meeting Date: First Wednesday of the month at 6:00 p.m.
  - A. Mobilehome Park Rent Hardship Review Panel
  - B. Review of City's Annual Legislative Program
  - C. Revenue Enhancement Options
  - D. California Vehicle Code (CVC) Enforcement on Private Property

- E. Conduct citywide mail ballot to seek increase in assessments for street lighting and landscaping. (*Objective IV.A.4. from 2010-2011, 2011-2012, and 2012-2013 Goals & Objectives*)
- F. Statement on Auditing Standards No. 99 (SAS 99) Audit Committee
- G. Review Business Registration Requirements
- H. Review of annual Investment Policy

3. Transportation and Public Works Committee

Members: Millhouse and Van Dam  
Alternate: Mikos  
Staff: City Engineer/Public Works Director  
Meeting Date: First Monday of the month at 5:30 p.m.

- A. Review Annual Update to Capital Improvement Program
- B. Truck Scales
- C. VISTA Board  
Member: Millhouse  
Alternate: Van Dam
- D. Neighborhood Traffic Calming
- E. Review conceptual design options for North Hills Parkway and Alternate SR 23.

**AD HOC COMMITTEES**

- 1. Mansi/Rim (GPA 2004-02) Development Agreement  
Members: Mikos and Parvin  
Staff Assignment: City Manager
- 2. City/MUSD Facilities, Programs and Advance Planning  
Members: Millhouse and Van Dam  
Staff Assignment: City Manager
- 3. Development of Goals Pertaining to Reducing or Eliminating Truck Traffic on SR 118 through Moorpark  
Members: Millhouse and Parvin  
Staff Assignment: City Engineer/Public Works Director
- 4. Greenbelt  
Members: Van Dam and Mikos  
Staff Assignment: Community Development Director

5. Hitch Ranch Property Owners (SP No. 2004-01) Development Agreement  
Members: Mikos and Millhouse  
Staff Assignment: City Manager
6. John Chiu FLPN Development Agreement  
Members: Millhouse and Van Dam  
Staff Assignment: City Manager
7. City Attorney Services  
Members: Millhouse and Pollock  
Staff Assignment: City Manager

#### **OTHER ASSIGNMENTS**

##### **Moorpark City Council Appointments**

1. Association of Ventura County Cities (AVCC)  
Representative: Mayor  
Alternate: Mayor Pro Tem; and any remaining Councilmember may be an alternate
2. Disaster Council  
Chairman: Mayor
3. Channel Counties Division--League of California Cities  
Representative: Mayor  
Alternate: Mayor Pro Tem; and any remaining Councilmember may be an alternate
4. Ventura County Council of Governments (VCOG)  
Representative: Mayor  
Alternate: Mayor Pro Tem followed by any remaining Councilmember may be an alternate
5. CJPIA  
Voting Delegate: Mayor  
Alternate: Councilmembers, City Manager, Assistant City Manager, and Deputy City Manager

6. Ventura County Transportation Commission (VCTC) (Regular meeting is monthly on 1<sup>st</sup> Friday at 10:00 a.m.)  
Appointed by City  
Regular Member: Millhouse  
Alternate: None
7. Ventura County Animal Regulation Commission (Regular meeting is quarterly on 2<sup>nd</sup> Thursday of month at 9:00 a.m.)  
Member: Parvin  
Alternate: Any remaining Councilmember may be an alternate
8. Santa Monica Mountains Conservancy (Regular meeting is monthly on 4<sup>th</sup> Monday at 7:30 p.m.)  
Member: Mikos
9. Ventura Cities Mortgage Financing Authority  
Representative: Parvin  
Alternate: Any remaining Councilmember may be an alternate, Assistant City Manager, and Finance Director
10. Youth Sports Liaison  
Representative: Van Dam
11. Community Park Joint Development Coordinating Committee (Shadyridge Buffer Zone)  
Members: Parvin and Van Dam  
Staff Assignment: Parks and Recreation Director
12. Oversight Board for the Successor Agency of the Redevelopment Agency of the City of Moorpark  
Representative: Mayor  
Alternate: Hugh Riley, Assistant City Manager  
Former Agency Employee: Kathy Priestley, Administrative Secretary

Other Agency Appointments

1. City Selection Committee  
Representative: Mayor

2. Metrolink Board of Directors  
(Appointed by Southern California Regional Rail Authority [SCRRA])  
Board Member: Millhouse  
Term: January 2012 to 2013
3. Ventura Local Agency Formation Commission (LAFCO)  
(Appointed by City Selection Committee)  
Commissioner/Vice Chair: Parvin  
Term: January 1, 2012 to January 1, 2016
4. Remote Area Network (RAN) Board  
(Appointed by City Selection Committee)  
Member: Mayor
5. Ventura Council of Governments (VCOG) Energy and Environmental Policy  
Committee  
(Appointed by VCOG's Chair)  
Representative: Pollock  
Term: Two years (Nov.1, 2012-2014)
6. Southern California Association of Governments (SCAG) for the General Assembly  
Official Representative: \_\_\_\_\_  
Alternate: \_\_\_\_\_  
[Per SCAG Bylaws: Official Representative and Alternate means the Mayor or a  
member of the legislative body of each member City]  
Term: Annual (Fiscal Year July 1 – June 30)

cc: Honorable City Council (one hard copy to City Clerk, then scanned/mailed with daily mail to  
Council)  
City Manager (hard copy and email)  
ACM, Department Heads and City Staff (Email/Staff Share folder)  
ASD/CC - Scan into Laserfiche (*Hard copies for File 1 no longer required per DST*)