

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Maureen Benson, City Clerk *YMB*

DATE: November 18, 2016 (CC Meeting of 12/7/16)

SUBJECT: Consider City Council Standing and Ad Hoc Committee Appointments and Other Assignments

BACKGROUND

The City Council's Policies Resolution includes the following language in Policy 1.2. Standing Committees:

“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.”

DISCUSSION

Attached to this report is the complete list of City Council Committee Assignments for the City Council's consideration regarding appointments. Some reorganization is required due to the Mayor Pro Tem selection and the seating of newly elected Councilmember Simons. Recommended revisions are shown with legislative format. There are six (6) Ad Hoc committees that will have a vacancy that will need to be filled. This is also the time that membership of the Standing Committees is considered. There is also a vacancy for in the City's member to the Ventura County Transportation Commission.

City Council Policy 1.2 requires the regular meeting schedule for the Standing Committees to be approved by minute action of the City Council at the first regularly scheduled meeting in January of each year (the January 4, 2017 meeting has been cancelled, so the first regular meeting will be January 18). The specific meeting times for the Standing Committees may be revised, based on the availability of the appointed Councilmembers and Mayor.

Fair Political Practice Commission (FPPC) Regulation 18705.5 requires that Form 806 be completed and published on the City's website to report additional compensation that public officials receive when appointing themselves to positions on committees, boards, or commissions of a public agency, special district, or joint powers agency or authority. It has been determined that the Ventura County Animal Regulation Commission and the Ventura County Transportation Commission provide compensation for meetings attended.

Councilmembers nominated for appointment to the Ventura County Animal Regulation Commission or the Ventura County Transportation Commission may recuse themselves and leave the dais while the remaining members of the Council make those appointments; or Councilmembers may wish to participate in the vote for self-appointment, in which case, the City would complete and post the FPPC Form 806 on the City's website

STAFF RECOMMENDATION

Determine City Council Standing Committee, Ad Hoc Committee appointments, and other assignments.

Attachment 1: Draft City Council Committee Assignments List
Attachment 2: Sample Form 806

ATTACHMENT 1

**QUARTERLY UPDATE - Draft
October 2016
(HCC Actions of 9-7-16)**

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 (EDC-VC)
Member: Mikos
First Alternate: Pollock
Second Alternate: Van Dam
 - D. Regional Defense Partnership (RDP-21)
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 Pollock)
Staff: Finance Director
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. Evaluate options and strategies for enhancement of General Fund revenue including but not limited to potential tax measures for sales, business license, oil extraction and utility users; mail ballot for increase in assessments for parks, street lighting and landscaping; and community outreach. (*Objective III.A.1. from FY 2015/2016 and FY 2016/2017 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.
- F. Youth Sports Liaison
- G. Community Park Joint Development Coordinating Committee (Shadyridge Buffer Zone)
- H. In conjunction with Ventura County and affected property owners, develop a plan to reduce maintenance costs for the Home Acres Buffer.
(*Objective III.A.5. from FY 2015/2016 and FY 2016/2017 Goals & Objectives*)

AD HOC COMMITTEES

- 1. 1 Moorpark LLC / Ernie Mansi (GPA 2013-02) Development Agreement
Members: Pollock and Van Dam
Staff Assignment: City Manager
- 2. 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
- 3. Greenbelt
Members: Van Dam and Mikos
Staff Assignment: Community Development Director

4. Hitch Ranch Property Owners (SP No. 2004-01) Development Agreement
Members: Mikos and Millhouse
Staff Assignment: City Manager
5. John Chiu FLPN Development Agreement
Members: Millhouse and Van Dam
Staff Assignment: City Manager
6. Solid Waste Franchise
Members: Parvin and Millhouse
Staff Assignment: City Manager
7. Community Aquatic Facility in conjunction with MUSD
Members: Parvin and Millhouse
Staff Assignment: City Manager
8. Meet with Save Open Space and Agricultural Resources (SOAR) Board
Members: Parvin and Mikos
Staff Assignment: City Manager
9. Pacific Communities Development Agreement
Members: Parvin and Millhouse
Staff Assignment: City Manager
10. Apricot Lane Project and Tom Lindstrom RV Disposition and Development Agreements
Members: Parvin and Pollock
Staff Assignment: City Manager
11. Spring Road LLC (Duncan/Ashley) Development Agreement
Members: Parvin and Van Dam
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. Channel Counties Division--League of California Cities
Representative: Mayor
Alternate: Mayor Pro Tem; and any remaining Councilmember may be an alternate
3. Ventura County Council of Governments (VCOG)
Representative: Mayor
Alternate: Mayor Pro Tem followed by any remaining Councilmember may be an alternate
4. CJPIA
Voting Delegate: Mayor
Alternate: Councilmembers, City Manager, and Assistant City Manager
5. Ventura County Transportation Commission (VCTC) (Regular meeting is monthly on 1st Friday at 9:00 a.m.)
(Appointed by City Council)
Regular Member: Millhouse
Chair of VCTC: Millhouse (effective 2-5-16 for a one-year term)
Alternate: None
Compensation: \$100 per meeting – Meets each month except for August
6. Ventura County Animal Regulation Commission (Regular meeting is quarterly on 2nd Thursday of month at 9:00 a.m.)
Member: Parvin
Alternate: Any remaining Councilmember may be an alternate
Compensation: \$50 per meeting
7. Santa Monica Mountains Conservancy Advisory Committee (Regular meeting is monthly on 4th Monday at 7:30 p.m.)
Member: Mikos
Alternate: Millhouse
8. Ventura Cities Mortgage Finance Authority
Representative: Parvin
Alternate: Any remaining Councilmember may be an alternate, Assistant City Manager, and Finance Director
9. Oversight Board for the Successor Agency of the Redevelopment Agency of the City of Moorpark
Representative: Mayor
Alternate: Mayor Pro Tem and any remaining Councilmember may be an alternate
Former Agency Employee: Kathy Priestley, Administrative Assistant I

Other Agency Appointments

1. City Selection Committee
City Representative: Mayor
Chair: Mayor Parvin, January 2016 to 2017
- ~~2. Metrolink Board of Directors
(Appointed by Ventura County Transportation Commission [VCTC])
Second Vice Chair / Board Member: Millhouse
Term: Jan. 2016 – 2017
Compensation: \$100 per meeting – maximum of 5 meetings per month~~
32. Ventura Local Agency Formation Commission (LAFCO)
(Appointed by Ventura County City Selection Committee)
Commissioner: Parvin
Term: Jan. 2016 - 2020
Compensation: \$50.00 per meeting – maximum of 10 meetings per year
43. Remote Area Network (RAN) Board
(Appointed by City Selection Committee)
Member: Mayor
54. Southern California Association of Governments (SCAG) Energy and Environment Committee
(Appointed by VCOG's Chair)
Representative: Pollock
Term: Two years ending January 2017
Compensation: \$120 per meeting – one meeting per month
65. Southern California Association of Governments (SCAG) for the annual General Assembly
Official Representative: Mayor Parvin
Alternate: Any remaining Councilmember may be an 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)
- ~~7. Southern California Association of Governments (SCAG) Regional Council and Transportation Committee
Member, Regional Council: Millhouse
Member, Transportation Committee (Appointed by VCTC): Millhouse
Term: Nov. 2014 – 2016
Compensation: \$120 per meeting (number of meetings per month may vary)~~

- | 86. Ventura County Air Pollution Control District Board (Meetings are the 2nd Tuesday of the month at 11:00 a.m.)
(Appointed by City Selection Committee)
City Representative to Board: Pollock
Term: (None)

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.

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