

City of Los Alamitos

Agenda Report Mayor and Council

December 14, 2015
Item No: 12B

To: Mayor & Members of the City Council
Via: Bret M. Plumlee, City Manager
From: Windmera Quintanar, CMC, City Clerk
Subject: City Council Member Appointments/Reappointments as Representatives to other Agencies and City Committees

Summary: This report provides relevant information for the City Council's annual appointments/reappointments of Council Members as representatives to other Agencies.

Recommendations:

1. Nominate and vote for appointments/reappointments regarding the Representatives to Other Agencies and City Committees; and,
2. Adopt City Council Resolution 2015-37, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DESIGNATING AND APPOINTING ITS REPRESENTATIVE AND ALTERNATE TO THE ORANGE COUNTY FIRE AUTHORITY'S BOARD OF DIRECTORS"; and,
3. Authorize the City Clerk to complete California Form 806, Agency Report of: Public Official Appointments and post on the City's website.

Background

The City Council Members represent the City on various County and regional boards and committees. These external bodies range from the League of California Cities to the Orange County Transportation Authority. The issues and topics covered by these bodies range from housing to police dispatch services. Appointees serve as voting members on some of these boards and committees.

Traditionally, as a follow-up to the annual City Council reorganization, the City Council reviews its current appointments and considers new appointments and reappointments. Each appointment would be considered individually and the list would be voted on as a whole by the City Council.

Due to the Council's once a month meeting schedule and timing of other agencies installation of new members, Staff felt it would be prudent to appoint representatives at the December 2015 meeting versus the January 2016 meeting.

Discussion

It would be appropriate for the City Council to review its current appointments and consider new appointments and reappointments. All City Council appointments should be reviewed and voted upon this evening. Items of interest are outlined below.

Orange County Mosquito and Vector Control District Board

On December 16, 2013, the City Council appointed Gerri L. Graham-Mejia to the Orange County Mosquito and Vector Control District Board (OCMVCD) for a two-year term. Her term will expire on January 4, 2016.

OCMVCD bylaws dictate a representative may be appointed for two or four year term of office which commences at noon on the first Monday in January.

The League of California Cities (LOCC) – State Division

The LOCC requires two separate appointments throughout the year; one for State meetings and one for the League's Annual Conference. The appointment being made at this time is for attendance at the **State Division** of the League of California Cities meetings. At a later date closer to the Annual Conference, an alternate and delegate will be appointed for the League's Annual Conference. Traditionally the Mayor is appointed as delegate and the Mayor Pro Tem is appointed as alternate.

Los Alamitos Unified School District/City Working Group

Council Member Hasselbrink and Council Member Kusumoto were appointed to the Los Alamitos Unified School District/City Working Group to discuss Safe Routes to School Planning and Traffic Planning to implement actions in the 2015 Traffic Study at the Council's May 4, 2015 meeting. This is a temporary advisory committee.

Budget Ad Hoc Committee

Mayor Murphy and Mayor Pro Tem Edgar were appointed to this committee on January 20, 2015. This is a standing committee that requires strict adherence to the Brown Act including agenda and minute preparation.

Relocation of Civic Center Complex (Options) and (Financing)

These committees have fulfilled its purpose and are no longer needed at this time.

Fair Political Practices Commission - Form 806

Form 806 is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards or commissions of a public agency, special district, or joint powers agency or authority. The State of California Fair Political Practices Commission (FPPC) Regulation 18705.5 requires Council Members to recuse themselves from voting on non-City positions that receive a stipend of \$250 or

more per year. Should the City Council wish to vote for themselves on compensated committees, the City must post Form 806 regarding the appointments on the City's website.

The City is in compliance with this regulation and posts Form 806 on the website; therefore, it is not necessary for Council Members to recuse themselves from voting for themselves on compensated non-City positions.

Fiscal Impact

None.

Submitted By:



Windmera Quintanar, CMC
City Clerk

Approved By:



Bret M. Plumlee
City Manager

Attachments:

- 1. City Council Assignments including stipends (2016 - blank)*
- 2. City Council Assignments including stipends (2015)*
- 3. Resolution 2015-37*
- 4. Form 806*

2016 City Council Representatives to Other Agencies

AGENCY	MEETING INFORMATION	STIPEND INFORMATION	2016	
			Delegate	Alternate
California Joint Powers Insurance Authority (CJPIA) 8081 Moody Street La Palma, CA 90623 Contact: Jennifer Fullerton (562) 467-8700	Board of Directors Meets In July (once a year)	\$100 (Voting Delegate only)		
Orange County Fire Authority - Board of Directors 1 Fire Authority Road Irvine, CA 92602 Contact: Sherry Wentz (714) 573-6041 Email: sherrywentz@ocfa.org	6:00 p.m. 4th Thursday of odd months All Board Members may serve on 1 of 3 Board appointed Committes. Appointments need to be adopted in a Council Resolution.	\$100 per meeting, no more than 3 meetings/mo. Limit of 1 stipend per day, paid quaterly Delegate and Alternate both eligible for stipend; however, only 1 member paid per meeting		
Orange County Sanitation District - Board of Directors 10844 Ellis Avenue Fountain Valley, CA 92708 Contact: Maria Ayala (714) 962-2411 Email: mayala@ocsd.com	7:00 p.m. 4th Wednesday of Every Month All Board Members may serve on Board Appointed Committees which meet monthly.	\$212.50 per meeting No monthly limit Delegate and Alternate both eligible for stipend; however, only 1 member paid per meeting		
Orange County Vector Control District 13001 Garden Grove Blvd. Garden Grove, CA 92643 Contact: Tawnia Pett (714) 971-2421 x 166	3:00 p.m. 3rd Thursday of every month All Board Members may serve on 1 out of 5 Board appointed committies which meet as needed.	\$100/month in lieu of travel Board Meetings Only		
League of California Cities - State Division 1400 K. Street, Suite 400 Sacramento, CA 95814 Contact: Karen Durham (916) 658-8262 Email: kdurham@cacities.org	Annual Conference requires additional vote for Voting delegate and alternative.	Annual Membership Fee No stipend		
City Selection Meeting Administered by the OC Clerk of the Board Diana Coronado (714) 564-3200	City practice is to have the Mayor as the delegate and any member of the Council as the alternate. The appointment needs to be sent in writing.	No stipened		
Orange County Library Advisory Board Tustin Branch Library - Community Room 345 E. Main Street Tustin, CA 92780 Contact: Laura Lynch (714) 566-3064	Meets 4 times a year (dates TBD) January 29, 2014 - 4:00 p.m. 2015 Tenative Dates: April 2, May 7, October 1	No stipend		
West Cities Communications Center -JPA Board 911 Seal Beach Blvd. Seal Beach, CA 90740 Contact: Stephanie Smith (562) 594-7232	4:00 p.m. 3rd Tuesday in February, May, August, and November.	No stipend		
OCTA - I-405 Policy Working Group 600 S. Main Street Orange, CA 92868 Contact: Christina Bryne (714) 560-5717	Meets on an As-Needed Basis As of 12/11/14, no meetings set for 2015	No stipend		

2016 City Council Committees

AGENCY	MEETING INFORMATION	STIPEND INFORMATION	2016	
			Delegate	Alternate
Budget Standing Committee Location: TBD	Meets on an As-Needed Basis Standing Committee	No stipend		
Relocation of Civic Center Complex (Options) Location: TBD	Meets on an As-Needed Basis Established: August 20, 2014	No stipend	Dissolve Effective 12/14/15	
Relocation of Civic Center Complex (Financing) Location: TBD	Meets on an As-Needed Basis Established: August 20, 2014	No stipend	Dissolve Effective 12/14/15	
Los Alamitos Unified School District/City Working Group Safe Routes to School and 2015 Traffic Study Location: Alternates between City Hall and the School District	Meets on an As-Needed Basis Standing Committee	No stipend		

2015 City Council Representatives to Other Agencies

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Orange County Fire Authority - Board of Directors 1 Fire Authority Road Irvine, CA 92602 Contact: Sherry Wentz (714) 573-6041 Email: sherrywentz@ocfa.org	6:00 p.m. 4th Thursday of odd months All Board Members may serve on 1 of 3 Board appointed Committees. Appointments need to be adopted in a Council Resolution.	\$100 per meeting, no more than 3 meetings/mo. Limit of 1 stipend per day, paid quarterly Delegate and Alternate both eligible for stipend; however, only 1 member paid per meeting	Kusumoto	Hasselbrink
Orange County Sanitation District - Board of Directors 10844 Ellis Avenue Fountain Valley, CA 92708 Contact: Maria Ayala (714) 962-2411 Email: mayala@ocsd.com	7:00 p.m. 4th Wednesday of Every Month All Board Members may serve on Board Appointed Committees which meet monthly.	\$212.50 per meeting No monthly limit Delegate and Alternate both eligible for stipend; however, only 1 member paid per meeting	Murphy	Hasselbrink
Orange County Vector Control District 13001 Garden Grove Blvd. Garden Grove, CA 92643 Contact: Tawnia Pett (714) 971-2421 x 166	3:00 p.m. 3rd Thursday of every month All Board Members may serve on 1 out of 5 Board appointed committees which meet as needed.	\$100/month in lieu of travel Board Meetings Only	Gerri Graham-Mejia Appointed 12/16/13 Term Expires 12/31/15	
League of California Cities - State Division 1400 K. Street, Suite 400 Sacramento, CA 95814 Contact: Karen Durham (916) 658-8262 Email: kdurham@cacities.org	Annual Conference requires additional vote for Voting delegate and alternative.	Annual Membership Fee No stipend	Murphy	Edgar
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LATV Ad Hoc Committee Location: TBD	Meets on an As-Needed Basis	No stipened	Disolve Effective 1/20/15	
Relocation of Civic Center Complex (Options) Location: TBD	Meets on an As-Needed Basis Established: August 20, 2014	No stipened	Grose Kusumoto	
Relocation of Civic Center Complex (Financing) Location: TBD	Meets on an As-Needed Basis Established: August 20, 2014	No stipened	Edgar Murphy	
Los Alamitos Unified School District/City Working Group Location: Alternates between City Hall and the School District	Meets on an As-Needed Basis Standing Committee	No stipend	Hasselbrink Kusumoto	

RESOLUTION NO. 2015-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DESIGNATING AND APPOINTING ITS REPRESENTATIVE AND ALTERNATE TO THE ORANGE COUNTY FIRE AUTHORITY'S BOARD OF DIRECTORS

WHEREAS, the City, as a "member" of the Orange County Fire Authority Joint Powers Authority (JPA) is entitled to appoint a representative director ("Director") and alternate to the Orange County Fire Authority's Board of Directors; and,

WHEREAS, each member agency, by resolution of its governing body, shall designate and appoint one representative to act as its Director on the Authority Board of Directors, except the County whose Board of Supervisors shall appoint two representatives to act as its Directors; and,

WHEREAS, each Director shall be a current elected member of the governing body; and,

WHEREAS, each Director shall hold office until the selection of a successor by the appointing body; and,

WHEREAS, each member agency shall also appoint an alternate representative to act in each Director's absence; and,

WHEREAS, each alternate shall be a current elected member of the member agency's governing body; and,

WHEREAS, each Director and alternate is to serve at the pleasure of his or her appointing body and may be removed at any time, with or without cause, at the sole discretion of that appointing body; and,

WHEREAS, any vacancy shall be filled in the same manner as the original appointment of a Director and/or alternate.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. Does hereby designate and appoint Council Member _____ as a Director and Council Member _____ as alternate to the Orange County Fire Authority Board of Directors.

SECTION 3. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 14th day of December, 2015.

, Mayor

ATTEST:

Windmera Quintanar, CMC, City Clerk

APPROVED AS TO FORM:

Cary S. Reisman, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, CMC, City Clerk of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 14th day of December, 2015, by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

Windmera Quintanar, CMC, City Clerk

**Agency Report of:
Public Official Appointments**

A Public Document

1. Agency Name City of Los Alamitos		California Form 806 For Official Use Only	
Division, Department, or Region <i>(If Applicable)</i> City Clerk Office			
Designated Agency Contact <i>(Name, Title)</i> Windmera Quintanar, CMC, City Clerk			
Area Code/Phone Number (562) 431-3538	E-mail wquintanar@cityoflosalamitos.ca.us	Page <u>1</u> of <u>1</u>	Date Posted: <i>(Month, Day, Year)</i>

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
California Joint Powers Insurance Authority - Board of Directors	▶ Name _____ <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ _____/_____/_____ <small>Appt Date</small> ▶ _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____ 100.00 ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>
Orange County Fire Authority - Board of Directors	▶ Name _____ <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ _____/_____/_____ <small>Appt Date</small> ▶ _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____ 100.00 ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>
Orange County Sanitation District - Board of Directors	▶ Name _____ <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ _____/_____/_____ <small>Appt Date</small> ▶ _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____ 212.50 ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input checked="" type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>
Orange County Vector Control - Board of Directors	▶ Name _____ <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ _____/_____/_____ <small>Appt Date</small> ▶ _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____ 100.00 ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>

3. Verification

I have read and understand FPPC Regulation 18705.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Windmera Quintanar, CMC	City Clerk		
Signature of Agency Head or Designee	Print Name	Title	(Month, Day, Year)

Comment: _____

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 a public agency, special district, and joint powers agency or authority. For example, a city councilmember may be appointed to serve as the city's representative on a joint powers insurance authority or a metropolitan planning organization or mayor. (Regulation 18705.5, amended 03.2012)

Each agency must post on its website a single Form 806 which lists all the paid appointed positions. 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.

Initial Agency Posting

As soon as possible, each agency should prepare a Form 806 identifying all of the current paid appointments to other governmental agencies. Thereafter, the form may be amended to include the future appointments.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member to a paid position on another agency.

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 on 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 on an appointment for a board member to serve on another governmental agency and pay is provided.

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 an additional compensation for serving on the housing authority, the Form 806 is required. If there is no payment, the Form 806 is not 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?

Yes. Regulation 18705.5 permits voting on your own appointment to position of mayor as well as other boards and commissions so long as proper disclosure on the Form 806 is made. This exception and disclosure apply to agencies with governing boards that are elected or appointed.

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

No. The FPPC regulation only requires the reporting of the stipend or salary.

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 amended?

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, or (3) there is a change in membership on the board or commission.

7. When a body meets irregularly, how should the annual compensation be estimated?

The agency should estimate compensation using the highest number of meetings.

8. In 2013 our agency will have a new appointment to a new agency. How is the Form 806 updated?

Before the agency votes on the appointment, the agency should update the Form 806 and identify the other governmental entity's name. If known, also include other information such as the number of meetings and stipend. As long as that information is posted prior to a vote of the governing board on an appointment, the agency is in compliance with Regulation 18705.5. Following the vote, the agency must update the form to identify the individual that will serve.

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.