

**REPORT TO CITY COUNCIL**

**DATE: DECEMBER 13, 2023**  
**TO: MAYOR AND HONORABLE MEMBERS OF THE CITY COUNCIL**  
**FROM: NATHAN HAMBURGER, CITY MANAGER**  
**BY: KIMBERLY M. RODRIGUES, CITY CLERK**  
**SUBJECT: APPROVE APPOINTMENTS TO OUTSIDE AGENCY BOARDS,  
COMMISSIONS, OR COMMITTEES**

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On an annual basis, individuals are appointed to serve on various outside agency boards, commissions, or committees, subject to City Council confirmation.

Several outside agencies allow for the governing body to choose how a member is appointed to serve and only require notification in writing. Members and/or alternates for these appointments are required to file an annual Statement of Economic Interests (Form 700) with the respective agency. Following are the Mayor's recommended appointments to outside agencies. In cases where delegates and alternates are required, the designees are so marked. These meetings are open to the public and the agendas are prepared and posted by the respective agencies.

Agoura Hills/Calabasas Community Center JPA (AHCCC)	Deborah Klein Lopez, Member Chris Anstead, Alternate
Las Virgenes – Malibu Council of Governments (LVM-COG)	Penny Sylvester, Member Jeremy Wolf, Alternate
Los Angeles Clean Power Alliance (CPA)	Deborah Klein Lopez, Director Jeremy Wolf, Alternate Louis Celaya, Staff Alternate
Santa Monica Mountains Conservancy (SMMC)	Illece Buckley Weber, Member

There are several agencies that require the appointment of a voting member/alternate by full City Council action and do not allow for the appointment(s) by the individual action of the Mayor alone. Members and/or alternates for these appointments are not required to file a Form 700 with the respective agency. In addition to approving the Mayor's recommended appointments above, the City Council is asked to approve appointments to the following outside agencies. These meetings are also open to the public and the agendas are prepared and posted by the respective agencies.

The **California Contract Cities Association** requires the City to submit the names of a Delegate and/or Alternate to the Board. In accordance with past practice, staff is recommending that the Mayor be appointed as the Delegate and the City Manager be appointed as the Alternate.

Member cities of the **California Joint Powers Insurance Authority** (California JPIA) are required to submit the names of a Director and Alternate who are eligible to vote either at the California JPIA Annual Board of Directors meeting or on membership approvals for the Board. Pursuant to Article 7 of the California JPIA Joint Powers Agreement, these persons are to be appointed during a meeting of the City Council, with the minutes recording the action. For the California JPIA, and in accordance with past practice, staff is recommending that the Mayor be appointed as Director and the City Manager be appointed as the Alternate.

Member cities of the **League of California Cities** are required to submit a voting delegate/alternate for the purpose of voting at the Annual Conference and, in addition, for the purpose of taking any action with the local chapter (**League of California Cities Los Angeles County Division**). Consistent with the League's bylaws, a City's voting delegate and alternate must be designated by the City Council and a copy of the minute action is provided as proof of the designation. For the League of California Cities, and in accordance with past practice, staff is recommending that the Mayor be appointed as the Delegate and the Mayor Pro Tem be appointed as the Alternate.

For the **Los Angeles County City Selection Committee**, the Mayor serves as the voting delegate. If the Mayor is unable to attend a meeting, she/he has the authority to designate any member of the City Council, by proxy, to serve as an alternate authorized to vote on her/his behalf. A signed proxy must be filed with the Secretary's office prior to voting and is only effective for the designated meeting. Thus, if the Mayor is unable to attend a subsequent meeting, a new signed proxy must be completed and filed with the Secretary. This is usually accomplished via facsimile. If the Mayor is unable to attend a City Selection Committee meeting, any voting alternate appointments will be designated by the Mayor's signed proxy and filed with the Secretary on a meeting-by-meeting basis.

The **Southern California Association of Governments** (SCAG) annually convenes the General Assembly in April or May of each year. In order to participate in the meeting, the City is required to submit the names of one Official Representative (Delegate) and one Alternate for the General Assembly within 45 days before the annual meeting. Only one member is allowed to cast a vote. Members are required to file a combined Assuming/Leaving Office Statement (Form 700). SCAG requires appointments be made by full City Council action. As with past practice, staff is recommending the Mayor be appointed as the Delegate and the Mayor Pro Tem as the Alternate.

Upon approval of the recommended appointments, the City Clerk will forward a Certification of a Director and Alternate to the California JPIA and a copy of the minute motion to the League of California Cities Los Angeles County Division, the California Contract Cities Association, and the Southern California Association of Governments. A

copy of the minute motion will also be attached to the League's Annual Conference Voting Delegate/Alternate Form that is submitted later in the year.

### **FISCAL IMPACT**

There is no additional fiscal impact to the City Council 2023-24 adopted Budget.

### **RECOMMENDATION**

- 1) Approve the Mayor's recommended City Council appointments, as outlined above, to the following outside agencies:
  - a. Agoura Hills/Calabasas Community Center JPA
  - b. Las Virgenes – Malibu Council of Governments
  - c. Los Angeles Clean Power Authority JPA
  - d. Santa Monica Mountains Conservancy
  
- 2) Approve, by full City Council action, the outside agency appointments, as listed below, and direct the City Clerk to file the appropriate voting designation documents with the respective outside agencies:
  - a. California Contract Cities Association:  
Delegate: Illece Buckley Weber, Mayor  
Alternate: Nathan Hamburger, City Manager
  - b. California Joint Powers Insurance Authority Voting Director/Alternate:  
Director: Illece Buckley Weber, Mayor  
Alternate: Nathan Hamburger, City Manager
  - c. League of California Cities Voting Delegate/Alternate:  
Delegate: Illece Buckley Weber, Mayor  
Alternate: Penny Sylvester, Mayor Pro Tem
  - d. Los Angeles County City Selection Committee Voting Delegate:  
Delegate: Illece Buckley Weber, Mayor
  - e. Southern California Association of Governments  
Delegate: Illece Buckley Weber, Mayor  
Alternate: Penny Sylvester, Mayor Pro Tem