Agenda Report



Date: August 28, 2012

To: Honorable Mayor and City Council

From: Jeffrey W. Collier, City Manager

Subject: Council Directorships and Subcommittees

RECOMMENDATION

It is recommended the City Council:

1. Review and consider changes to its representatives to other local government associate organizations; and

2. Consider changes to its subcommittees including forming a Mineral Extraction Financial Plan Subcommittee.

DISCUSSION

The City is active in many local government associate organizations. Most of the organizations request that Council Members represent the City on the organization's board. It has been the practice for the City Council to review and make changes to the City's representatives to associate organizations (directorships) following each election, when the office of mayor changes, and at other times membership on the City Council changes. On August 22, 2012 Council Member Fernando Dutra¹ assumed office; therefore, Council Members may wish to change the external boards on which they serve.

Directorships

The Council may wish to review the organizations and positions now held by Council Members (Attachment A) and a summary of organizations' purpose, composition, conflict of interest filing obligations, and other information (Attachment B). The Sanitation Districts of Los Angeles County's bylaws require the Mayor to serve as the City's delegate to its Board of Directors. Other appointments may be made at the City Council's discretion.

At the end of the Directorship report (Attachment B) is a section showing organizations to which Council Members have been elected. This information is included to assist the City Council in avoiding conflicting role and time commitments.

Agenda Item: 10. A

¹ Council Member Dutra was appointed to the City Council on August 21, 2012 to complete the unexpired term resulting from Greg Nordbak's resignation from the City Council.

A generic monthly calendar reflecting how the outside organization meetings are scheduled, and in some cases overlap, may assist Council Members to determine on which boards they will agree to serve (Attachment C).

Subcommittees

Council Members also represent the City Council on Council subcommittees (Attachment D). At the special meeting held August 21, 2012, Council Member Warner requested discussion of the Nelles Property Development Subcommittee be scheduled for this meeting. In addition to considering changes to any of the existing Subcommittees, it is recommended the City Council consider forming a Mineral Extraction Financial Plan Subcommittee.

The City owns approximately 1,290 acres of former oil field lands commonly known as the Whittier Main Field. The majority of the land was purchased by the City from Chevron and Unocal Corporations. The land is managed by the Puente Hills Habitat Preservation Authority. On November 28, 2011 the City Council approved Conditional Use Permit No. CUP09-004 and the associated environmental impact report for the Whittier Main Oilfield Project authorizing Matrix Oil Corporation to pursue mineral extraction in a limited portion of the Whittier Main Field.

The City entered into a lease agreement with Matrix Oil wherein the City has leased their mineral rights. When mineral extraction begins, the City will receive a percentage of gross revenues beginning at 30% and escalating based on production levels. Revenues from the mineral lease could produce a substantial future annual revenue stream to the City. The City Council has articulated its intent to thoughtfully and intentionally plan in advance for how this potential revenue would best be used for the long-term benefit of Whittier residents. Establishment of a Council subcommittee would begin this planning process.

Conclusion

It is recommended the City Council review the directorship and subcommittee appointments, consider any desired changes in membership, consider forming a Mineral Extraction Financial Plan Subcommittee, and determine if any subcommittees have completed their work and should be sunset.

The City Attorney has advised that Council subcommittees are subject to the Brown Act unless they are comprised of less than a majority of the City Council, are created to serve a limited purpose, are not perpetual, and are dissolved when the specific task is completed. Council subcommittees do not have regular meeting times; meetings are scheduled as needed at a time convenient for subcommittee members.

FISCAL IMPACT

There is no budgetary expense associated with this report.

Submitted by:

Jeffrey W. Collier City Manager

Attachments: A – Summary of Organizations and Representatives B – Council Directorship Report

C – Directorship Meeting Calendar D – City Council Subcommittees

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SUMMARY OF ORGANIZATIONS AND REPRESENTATIVES

ORGANIZATION TITLE	COUNCIL MEMBER	
City Selection Committee	Delegate: Alternate:	Owen Newcomer Vacant
Gateway Cities Council of Governments	Delegate: Alternate:	Owen Newcomer Cathy Warner
Greater L.A. County Vector Control District	Delegate: Alternate:	Owen Newcomer None
Hillside Open Space Education Coalition	Delegate: Alternate:	Bob Henderson Owen Newcomer
Independent Cities Association Incorporated	Delegate: Alternate:	Bob Henderson Vacant
L.A. County Division of the League of California Cities	Delegate: Alternate:	Owen Newcomer Joe Vinatieri
L.A. County Sanitation District Nos. 2, 15, and 18	Delegate: Alternate:	Owen Newcomer ¹ Bob Henderson
Puente Hills Habitat Preservation Authority (PHHPA)	Delegate: Alternate:	Bob Henderson Owen Newcomer
Southeast Area Social Services Funding Authority (SASSFA)	Delegate: Alternate:	Joe Vinatieri Cathy Warner
Southeast Water Coalition (SEWC)	Delegate: Alternate:	Vacant Joe Vinatieri
SR91/I-605 Corridor Cities Committee:	Delegate: Alternate:	Vacant Joe Vinatieri
Whittier/Puente Hills Conservation Authority	Delegate: Alternate:	Bob Henderson Owen Newcomer
Wildlife Corridor Conservation Authority (WCCA)	Delegate: Alternate:	Bob Henderson Owen Newcomer

¹ The Mayor is automatically the delegate pursuant to LA County Sanitation District regulations.

SUMMARY OF ORGANIZATIONS AND REPRESENTATIVES (Not Governed by Council)

Los Angeles Homeless Services Authority

(LAHSA) Commission

Delegate:

Owen Newcomer²

San Gabriel Basin Water Quality Authority

Delegate:

Vacant³

Southern California Association of Governments (SCAG)

Delegate: Alternate: **Cathy Warner** Owen Newcomer

² Term expires June 30, 2013 ³ Term expires January 1, 2013

CITY OF WHITTIER COUNCIL DIRECTORSHIPS (AUGUST 23, 2012)

CITY SELECTION COMMITTEE

The City Selection Committee is a State-formed committee composed of Mayors and alternate Council delegates of each of the eighty-five member cities in a respective County. The Committee, as required by law, elects a representative to the Local Agency Formation Commission for a four-year term of office. (No Form 700 filing requirement; no copy of AB1234 Ethics Training Certificate needed)

DELEGATE:

Owen Newcomer, Mayor

ALTERNATE:

Vacant None

COMPENSATION: MEETING PLACE:

CONTACT PERSON:

Metropolitan Water District, MWD

700 N. Alameda Street Los Angeles, CA 90012

(213) 217-6000

DATE/TIME:

Meets on an as-needed basis/Approximately 8:00 p.m.

Lee Millen/Tim McTighe

Commission Service Div./Ex. Office of the Bd./Supervisors

500 West Temple Street, Room 383

Los Angeles, CA 90012

PHONE NO:

213/974-1431

GATEWAY CITIES COUNCIL OF GOVERNMENTS (COG)

The Gateway Cities Council of Governments is an organization of the twenty-six cities of Southeast Los Angeles County working cooperatively with other cities through a Joint Powers Agreement, to guarantee maximum funding for the sub-region's fair share of state and federal funding. A Board of Directors consisting of an appointed Council Member from each member city meets on an annual basis. (Form 700 filing requirement for the delegate and alternate; a copy of AB1234 Ethics Training Certificate not needed)

DELEGATE:

Owen Newcomer, Mayor

ALTERNATE:

Cathy Warner, Council Member

COMPENSATION:

\$125 per meeting, 11 times a year; 12th month is annual

meeting and is compensated.

MEETING PLACE:

Gateway Cities Headquarters 16401 Paramount Boulevard

Paramount, CA 90723

DATE/TIME:

First Wednesday/6:00 p.m.

PHONE NO: FAX NO:

562/663-6850

562/634-8216

CONTACT:

Richard Powers, Executive Director/Jack Joseph, Deputy

16401 Paramount Boulevard

Executive Director

Paramount, CA 90723

¹ Government Code Sections 50270 and 50271.

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

The Greater Los Angeles County Vector Control District was formed to deal with mosquito problems in the southeast portion of Los Angeles County. The thirty-five member Board of Trustees is the policy making body of the District and is represented by thirty-four cities and the County of Los Angeles. (Form 700 filing requirement for delegate only; alternate has no filing requirement; need copy of AB1234 Ethics Training Certificate for each)

DELEGATE:

Owen Newcomer, Mayor

President of the Board of Trustees (Term expires January 1, 2013)

ALTERNATE:

None

COMPENSATION:

\$100 per month paid monthly

MEETING PLACE:

12545 Florence Avenue Santa Fe Springs, CA 90670

DATE/TIME:

Once a month, second Thursday/7:00 p.m. Ms. Truc Dever. Administrative Assistant

CONTACT PERSON: PHONE NO:

562/944-9656

NOTE: Alternate can sit in delegate's place but has no voting rights and receives no

compensation.

HILLSIDE OPEN SPACE EDUCATION COALITION

The Hillside Open Space Education Coalition (HOSEC) was formed to educate the public concerning potential land acquisition for open space and potential developments in hillside areas of concern to HOSEC. The six-member steering committee is comprised of one voting delegate and one alternate from the cities of Brea, La Habra, La Habra Heights and Whittier and from the Rowland Heights and Hacienda Heights Improvement Associations. (No Form 700 filing requirement; no conflict of interest code adopted; no copy of AB1234 Ethics Training Certificate needed)

DELEGATE:

Bob Henderson, Mayor Pro Tem

ALTERNATE:

Owen Newcomer, Mayor

COMPENSATION:

None

MEETING PLACE:

Rotates among member cities

DATE/TIME:

Odd numbered months, second Wednesday/7:00 p.m.

CONTACT PERSON:

Eric Nicoll, Development Services Director

One Civic Center Circle

Brea, CA 92821-5732

PHONE NO:

714/671-4481

INDEPENDENT CITIES ASSOCIATION INCORPORATED

Independent Cities is an organization, which represents the interests of its forty-seven member cities. There are five general membership meetings held each year – February, May, July, September and November. Independent Cities is governed by a twenty-member Board of Directors which meets monthly and serves as the decision making body. (No Form 700 filing requirement)

DELEGATE:

Bob Henderson, Mayor Pro Tem

ALTERNATE:

Vacant

COMPENSATION:

None

MEETING PLACE:

Edmundson Faculty Club

Campus of USC Health Sciences

1975 Zonal Avenue

Los Angeles, CA 90033

DATE/TIME:

Each month, second Thursday/7:00 p.m. (Board Meetings)

CONTACT PERSON:

Debbie Smith, Executive Director

P.O. Box 1750

Palmdale, CA 93590-1750

PHONE NO:

877/906-0941

LEAGUE OF CALIFORNIA CITIES - LOS ANGELES COUNTY DIVISION

The League of California Cities was established to promote the general welfare of California cities through a central office. There are fifteen regional divisions of the League; Whittier is a member of the Los Angeles County Division, which is comprised of eighty-six cities. The Los Angeles Division meets for the purpose of promoting interest in the problems of municipal government and to assist the officials of the League of California Cities in formulating policies and rendering service to its member cities. (No Form 700 filing requirement; copy of AB1234 Ethics Training Certificate not needed)

DELEGATE:

Owen Newcomer, Mayor

ALTERNATE:

Joe Vinatieri, Council Member

COMPENSATION:

None

MEETING PLACE:

Metropolitan Water District Headquarters (rotating venues)

700 North Alameda Street

Courtyard Café area on the First Floor

Los Angeles, CA 90012-2944

(213) 217-6000 (after hour's phone rings to security)

Luminarias Restaurant 3500 Ramona Blvd.

Monterey Park, CA 91754

(323) 268-4177

Quiet Cannon

901 Via San Clemente Montebello, CA 90640

(323) 724-4500

DATE/TIME: Each month (except July & December), first Thursday/

6:30 p.m. Reception - 7:00 p.m. Dinner/Meeting

CONTACT PERSON: Robb Korinke/Mike Madrid, Executive Team

League of California Cities, L.A. Division

444 W. Ocean, Suite 800 Long Beach, CA 90803

PHONE NO:

415/235-2257 / 916/704-4569

FAX:

562/472-2275

EMAIL: robb@lacities.org / madrid@grassrootslab.com

PUENTE HILLS HABITAT PRESERVATION AUTHORITY

The Puente Hills Habitat Preservation Authority (PHHPA) was established to provide for acquisition, restoration and/or maintenance of additional open space lands lying within the La Puente/Whittier Hills area to create or preserve native habitat areas, thereby mitigating impacts on oak tree resources and natural open space resulting from the operation of the Puente Hills Landfill and to provide for the eventual transfer or dedication of such native habitat areas and maintenance funds to the appropriate agency. (Form 700 filing requirement for delegate and alternate; copy of AB1234 Ethics Training Certificate needed for each)

DELEGATE:

Bob Henderson, Mayor Pro Tem

ALTERNATE:

Owen Newcomer, Mayor

COMPENSATION:

None

MEETING:

Sanitation District Office 1955 Workman Mill Road

Whittier, CA 90601

DATE/TIME:

Each month, fourth Thursday/3:00 p.m.

CONTACT PERSON:

Andrea Gullo, Executive Director

ADDRESS:

7702 Washington Avenue, Suite C

Whittier, CA 90602

PHONE NO:

562/945-9003

SANITATION DISTRICT NOS. 2, 15, AND 18 OF LOS ANGELES COUNTY

The L.A. County Sanitation District is a special district formed under State Law. The Board of Directors is the governing body, which controls all operations and activities of the District. Whittier is served by District Nos. 2, 15 and 18 and has decision-making authority relative to the ongoing operation and business of the three districts. District No. 2 is responsible for the administrative function of the Board. The by-laws require the Mayor to serve as the delegate. District Nos. 15 and 18 are composed of cities from the southern and northern portions of the County, respectively. These District representatives meet once each month with District No. 2 representatives. (Form 700 filing requirement for delegate and alternate; copy of AB1234 Ethics Training Certificate needed for each)

DELEGATE: Owen Newcomer, Mayor

ALTERNATE: Bob Henderson, Mayor Pro Tem

COMPENSATION: \$125 per district meeting; the fourth Wednesday of the month

all three districts meet so there is a \$375 compensation; the second district meets alone the second Wednesday of the

month for a \$125 compensation.

MEETING PLACE: 1955 Workman Mill Road (Board Room)

Whittier, CA 90601

DATE/TIME: Each month, second and fourth Wednesdays/1:30 p.m.

CONTACT PERSON: Kimberly S. Compton, Secretary to the Boards

PHONE NO: 562/699-7411, Ext.1102

SOUTHEAST AREA SOCIAL SERVICES FUNDING AUTHORITY (SASSFA)

The Southeast Area Social Services Funding Authority is a joint powers agency formed to administer government grants on behalf of its four-member cities and the County of Los Angeles. The Authority administers Human Services programs and is currently involved in job training and senior nutrition. (Form 700 filing requirement for delegate and alternate; copy of AB1234 Ethics Training Certificate not needed)

DELEGATE: Joe Vinatieri, Council Member ALTERNATE: Cathy Warner, Council Member

COMPENSATION: None

MEETING PLACE: SASSFA Main Office

10400 Pioneer Blvd., Suite 9 Santa Fe Springs, CA 90670

DATE/TIME: Each month, fourth Thursday/12:00 p.m. (or as needed)

CONTACT PERSON: Alma Rosa Martinez
PHONE NO: 562/946-2237, Ext. 222

SOUTHEAST WATER COALITION (SEWC)

SEWC is a coalition of eleven cities (Cerritos, Commerce, Downey, Huntington Park, Lakewood, Norwalk, Paramount, Pico Rivera, South Gate, Vernon and Whittier) and the Water Replenishment District of Southern California that deals with water contamination in the Central Basin. (Form 700 filing requirement for delegate and alternate; copy of AB1234 Ethics Training Certificate needed for both)

DELEGATE: Vacant

ALTERNATE: Joe Vinatieri, Council Member

COMPENSATION: \$150 per meeting

MEETING PLACE: Pico Rivera Parks and Recreation Center

Community Room

6767 Passons Boulevard Pico Rivera, CA 90660

DATE/TIME: Each even-numbered month, first Thursday/6:30 p.m.

CONTACT PERSON: Arturo Cervantes, P.E.

Director of Public Works/City Engineer

ADDRESS: City of Pico Rivera

> 6615 Passons Boulevard Pico Rivera, CA 90660

PHONE NO: 562/801-4225

562/801-4351 - Gladis Deras, Associate Engineer

SR91/I-605 CORRIDOR CITIES COMMITTEE

The SR91/I-605 Corridor Cities Committee is established under an Implementation Agreement with the Gateway Cities Council of Governments (COG) to develop a Needs Assessment Study for State Route 91 and Interstate 605. The study involves 13 corridor cities and one member of the County Board of Supervisors to address issues of surrounding traffic patterns, roadway capacity, accident history, truck traffic impacts, new 210 Freeway opening, 710 South Pasadena gap closure, 710 dedicated truck-lane system; 24-hour port operation, air quality, aesthetics, and noise. (No Form 700 filing requirement; need copy of AB1234 Ethics Training Certificate)

DELEGATE: Vacant

Joe Vinatieri, Council Member ALTERNATE:

COMPENSATION: \$100 per meeting

MEETING PLACE: Gateway Cities Headquarters

16401 Paramount Boulevard, 2nd Floor Conference Room

Paramount, CA 90723

Each month, fourth Wednesday at 6:00 p.m. DATE/TIME:

PHONE NO: 562/663-6850 FAX NO: 562/634-8216

CONTACT: Richard Powers, Executive Director (COG)

> 16401 Paramount Boulevard (mailing address: Attn: Genny Paramount, CA 90723 Cisneros)

WHITTIER/PUENTE HILLS CONSERVATION AUTHORITY

The Whittier/Puente Hills Conservation Authority was established to acquire, develop and conserve open space and other parkland for public recreation use and enjoyment. Membership on the Authority consists of two representatives of the Santa Monica Mountains Conservancy, two members of the Whittier City Council and one member of the Whittier community. (Form 700 filing requirement for delegates; need copy of AB1234 Ethics Training Certificate for each)

DELEGATE: Bob Henderson, Mayor Pro Tem

2nd DELEGATE: Owen Newcomer, Mayor

COMPENSATION: None

MOUNTAINS CONSERVANCY MEMBERS Jerry Daniel

COMMUNITY REPRESENTATIVE: Elizabeth Cheadle
Charles Hanson

MEETING PLACE: Whittier City Hall

DATE/TIME: Meets once a year, or as needed

CONTACT PERSON: Desireé Valdez

570 West Avenue 26, Suite 100

Los Angeles, CA 90065 323 221-8900 Ext. 144

PHONE NO:

WILDLIFE CORRIDOR CONSERVATION AUTHORITY (WCCA)

The purpose of the Authority is to provide for the proper planning, conservation, environmental protection and maintenance of the habitat and wildlife corridor between the Whittier-Puente Hills and the Cleveland National Forest in the Santa Ana Mountains. (Form 700 filing requirement for delegate and alternate; need copy of AB1234 Ethics Training Certificate for each)

DELEGATE: Bob Henderson, Mayor Pro Tem

ALTERNATE: Owen Newcomer, Mayor

COMPENSATION: None

MEETING PLACE: Whittier City Hall (meets here 6 months a year, Jan. to June)

13230 E. Penn Street, Whittier, CA 90602 Brea City Hall (meets here 6 months a year)

Number One Civic Center Circle

Brea. CA 92821-5732

DATE/TIME: Each odd month, first Wednesday/7:30 p.m.

CONTACT: Desireé Valdez

570 West Avenue 26, Suite 100

Los Angeles, CA 90065

PHONE NO: 323 221-8900 Ext. 144

City of Whittier Council Directorships (2012)

(Not Governed by Council)

LOS ANGELES HOMELESS SERVICES AUTHORITY (LAHSA) COMMISSION

The L.A. County Board of Supervisors and the Mayor and City Council of Los Angeles formed LAHSA in 1993, each appointing five members. LAHSA provides funding and guidance for a network of local, non-profit agencies with missions to help people leave homelessness permanently. These agencies are dedicated to providing as much assistance as possible to help homeless persons with housing, case management, counseling, advocacy, substance abuse programs, and other specialized services. (Form 700 filing requirement for delegate, no alternate designated; need copy of AB1234 Ethics Training Certificate)

DELEGATE:

Owen Newcomer, Mayor

(Term expires June 30, 2013)

COMPENSATION:

None

MEETING:

Los Angeles Homeless Services Authority

811 Wilshire Blvd., 6th Floor Los Angeles, CA 90017

DATE/TIME:

Each month, fourth Friday/9:00 a.m. except November &

December; Owen is on the Program and Evaluation Committee which meets at 9:00 a.m. every 3rd Friday of the month, and the Policy and Planning Committee which meets the 3rd Friday of

the month at 10:00 a.m.

CONTACT PERSON:

Eileen Bryson, Executive Assistant

ADDRESS:

811 Wilshire Blvd., 6th Floor

Los Angeles, CA 90017

PHONE NO:

213/225-6550

SAN GABRIEL BASIN WATER QUALITY AUTHORITY

State Legislature (SB1679) established the San Gabriel Basin Water Quality Authority on February 11, 1993 to develop, finance and implement groundwater treatment programs in the San Gabriel Basin. The WQA is under the direction and leadership of a 7-member board, comprised of one member from each of the overlying municipal water districts (San Gabriel Valley Municipal Water District; Three Valley Municipal Water District; and Upper San Gabriel Valley Municipal Water District), one from a city with prescriptive water pumping rights and one from a city without prescriptive water pumping rights, and two members representing water producers in the San Gabriel Basin. (Form 700 filing requirement for delegate; need copy of AB1234 Ethics Training Certificate)

DELEGATE:

Vacant (represents cities with water pumping rights; term ends

January 1, 2013; re-elected Chairman January 2010)

ALTERNATE:

N/A

COMPENSATION:

\$100/meeting, plus expense reimbursement

MEETING PLACE:

WQA Conference Room

1720 W. Cameron Avenue, Suite 100

West Covina, CA 91790

DATE/TIME: Each month, third Wednesday/12:00 p.m.

MEETING: Admin/Finance Committee Meeting

DATE/TIME: Each month, second Tuesday/12:00 p.m.

CONTACT PERSON: Michelle Sanchez, Administrative/Accounting Assistant

PHONE NO: 626/338-5555 FAX NO: 626/338-5775

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG)

SCAG is an agency voluntarily established by its members pursuant to a Joint Exercise of Powers Act for the purpose of providing a forum for discussion, study, and development or recommendations on regional problems of mutual interest and concern regarding the orderly physical development of the Southern California Region among units of local government. (Form 700 filing requirement for delegate only; alternate has filing requirement ONLY if he/she attends the General Assembly meeting; need copy of AB1234 Ethics Training Certificate for delegate only)

DELEGATE: Cathy Warner, Council Member

ALTERNATE: Owen Newcomer, Mayor

COMPENSATION: None MEETING PLACE: TBD

DATE/TIME: Meets once a year in May for the General Assembly Business

Session

CONTACT PERSON: Deby Salcido

Officer to the Regional Council

Southern California Association of Governments

ADDRESS: 818 W. 7th Street, 12th Floor

Los Angeles, CA 90017

PHONE NO: 213/236-1993 FAX NO: 213/236-1816 WORK CELL NO: 323/377-3092



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CITY OF WHITTIER CITY COUNCIL SUBCOMMITTEE LIST

SUBCOMMITTEES	MEMBERS	CATEGORY/ EXPIRATION	DATE ORIGINALLY FORMED
Branch Library Project	Council Member Vinatieri	Ad Hoc thru	January 24, 2012
Subcommittee	Council Member Warner	January 2013	
Greenway Trail Enhancements and Expansion Subcommittee	Mayor Pro Tem Henderson Mayor Newcomer	Ad Hoc thru June 2013	May 22, 2012
Light Rail Transit Subcommittee	Mayor Newcomer Council Member Vinatieri	Ad Hoc thru December 2012	December 13, 2011
Mineral Extraction Permit	Mayor Pro Tem Henderson	Ad Hoc thru	May 22, 2012
Administration Subcommittee	Mayor Newcomer	June 2013	
Nelles Property Development	Council Member Vinatieri	Ad Hoc thru	May 10, 2011
Subcommittee	Council Member Warner	June 2013	