



Town of Moraga	Agenda Item
CONSENT	6.5

Meeting Date: January 24, 2018

**TOWN OF MORAGA**

**STAFF REPORT**

**To: Honorable Mayor and Councilmembers**

**From: Jim Holgersson, Interim Town Manager  
Marty McInturf, Town Clerk**

**Subject: Confirm Appointment of Town Council Representatives to  
Committees, Commissions and Boards for 2018**

**Request:**

At the January 10, 2018 Town Council meeting, the Town Council discussed Town Council appointments to various Ad Hoc and Standing Committees, Commissions and Boards, as well as Town representatives to various local/county/state agencies. This agenda item formally adopts the attached list as the Council-approved Council Committee Appointments.

**Background/Discussion:**

The members of the Town Council serve on various committees, commissions and boards in the local/county/state agencies. Attached is a list of organizations (Attachment A) that Moraga has typically participated in by appointing a member of the Town Council or Town residents to represent the Town as a committee member, delegate or liaison. In addition, Councilmembers occasionally serve on regional and subregional boards that are selected by a vote of their peers and not by appointment by the Town Council.

**Recommendation:**

Staff recommends that the Mayor, along with the Town Council, formally adopt the attached list of Committee appointments (Attachment A).

**Attachments:**

- A. 2018 Town Council Committee/Liaison List

# ATTACHMENT A

2018 Town Council Committee/Liaison List

## 2018 Moraga Town Council Committee Appointments

<i>Committee/ Representative (Number of appointees)</i>	<i>Description/ Expectations</i>	<i>Meeting Times</i>	<i>Staff Support</i>	<i>First Appointment</i>	<i>Second Appointment/ Alternate</i>	<i>Start Date/ Sunset Date (if applicable)</i>
<b>STANDING COMMITTEES</b>						
Art in Public Spaces Committee	Review and recommend the acceptance of loaned or donated artwork to the Town Council.	Quarterly	Parks and Recreation Director	Onoda	Fritzky	Start Date: 11/18/15
AFC (Audit & Finance Committee) (2)	Standing committee/working group on Finance & Budget, focused on process and Financial oversight. Town Council members (2), charter Treasurer, Citizens (2) & Admin Services Director.	Once a quarter; possibly a 5th meeting during Budget preparation	Town Manager/ Admin Services Director	Trotter	Wykle	Start Date: 2006
<b>AD HOC COMMITTEES</b>						
Joint Facilities Planning Subcommittee (2)	Ad Hoc subcommittee to recommend ways the Town, MSD, CHS and SMC can partner through existing facilities and plan for improving existing fields.	TBD	Parks and Recreation Director	Trotter	Korpus	Start Date: 1/8/14 Sunset Date: Continued to Date Uncertain per Joint TC/MSD
Saint Mary's College Subcommittee (2)	Ad Hoc committee to develop Action Plans w/ SMC representatives to address issues of joint interest.		Town Manager	Onoda	Korpus	
Moraga Country Club Subcommittee (2)	Ad Hoc committee to develop Action Plans w/ MCC representatives to address issues of joint interest.	TBD		Fritzky	Onoda	1/24/18
<b>LIAISON</b>						
ABAG (Association of Bay Area Governments) (1)	Stay abreast of ABAG activities; represent Town Council; report as needed.	Every other month 3rd Thursday, all day. General assembly twice/yr April & October	Town Clerk	Fritzky	Onoda	

## 2018 Moraga Town Council Committee Appointments

<b>LIAISON (cont'd)</b>	<b>Description/ Expectations</b>	<b>Meeting Times</b>	<b>Staff Support</b>	<b>First Appointment</b>	<b>Second Appointment/ Alternate</b>	<b>Start Date/ Sunset Date (if applicable)</b>
AUHSD (Acalanes Union High School District) Liaison (1)	Establish contacts; stay abreast & report to Town Council.	As needed	N/A	Korpus	Onoda (Alternate)	
Contra Costa County Mayors' Conference (1)	Attend monthly meetings. Vote Town Council positions on issues. Report to Town Council. Mayors' Conference expects Mayor/Vice Mayor to be representative/ alternate.	1st Thursday of month, 6-9 pm	Town Clerk	Trotter	Onoda (Alternate)	
EBMUD Liaison (1)	Develop contacts w/EBMUD Board. Represent Town's interests. Report to Town Council.	2nd and 4th Tuesday of month; 1:15 p.m. EBMUD Board Room	Public Works Director	Wykle	Trotter	
Citizen CORPS Council Liaison (1)  (Inactive)	To review Town's overall needs for emergency preparedness and response, assessment of Emergency Operations Plan, training, equipment and facility needs. Advise Council on best practices and educate the public on Town's state of readiness.	2nd Thursday of every other month, 6:30 pm	Police Chief			
League of California Cities – East Bay Division (1)	Establish contacts. Attend LCC division (local) mtgs. Stay abreast of State-wide developments. Report to Town Council.	4th Thursday of month, 6:30 pm 8 Months of year	Town Clerk	Fritzky	Korpus (Alternate)	
Moraga Chamber of Commerce Liaison (1)	Attend monthly meetings; may attend Board Meetings at invitation of Board. Report activities to Town Council.	Every other month, 3rd or 4th Friday, 7:30 a.m.	Town Manager	Onoda	Fritzky (Alternate)	
MOFD (Fire District) Liaison	Establish relationships with MOFD Board. Report to Town Council.	3rd Wednesday of month, 7:00 pm	Town Manager	Korpus	Fritzky (Alternate)	
Moraga School District Liaison (1, add 2 <sup>nd</sup> when negotiating agreements)	Establish contacts w/School Board; stay abreast & report to Town Council. When appropriate, second member joins to form ad hoc committee to negotiate agreements on recreation facilities usage & operation.	2nd Tuesday of month, 7:30 pm	N/A	Trotter	Fritzky (Alternate)	
Moraga Youth Involvement Committee (MYIC) (1)	Work w/ MYIC staff. Report activities to Town Council.	2nd Thursday of month, 7:00 pm	Parks & Rec Coordinator	Onoda	Korpus	

## 2018 Moraga Town Council Committee Appointments

<b>VOTING DELEGATE/ BOARD MEMBERS</b>	<i>Description/ Expectations</i>	<i>Meeting Times</i>	<i>Staff Support</i>	<i>First Appointment</i>	<i>Second Appointment/ Alternate</i>	
CCCSWA (Central Contra Costa Solid Waste Authority) (2) Renamed Recycle Smart	Serve as voting Board member for this JPA. Serve on committees as appointed by Board. Report Authority activities to Town Council.	4th Thursday of month, 3:00 pm	Town Manager	Wykle	Korpus	
League of California Cities (LCC) Delegate (1)	Voting delegate at LCC convention. Seek Town Council voting positions prior to ballot. LCC expects Mayor to be delegate.	Annual September Conference	Town Clerk	Trotter	Onoda (Alternate)	If neither can attend, Council will elect a delegate
Lamorinda School Bus Transportation Agency (LSBTA) (1)	Voting Board member for this JPA. Serve on committees as appointed by LSBTA. Report activities to Town Council.	1st or 2nd Monday of month, usually 8:30 am, Lafayette	Planning Director	Fritzky	Korpus	
SWAT/ LPMC/LFFA (1)  (South West Area Transportation planning committee; Lamorinda Program Management Committee; Lamorinda Fee & Financing Authority)  (RTPC=Regional Transportation Planning Committee)	Voting member on all three committees. SWAT (one of four of RTPCs of CCTA) meets monthly. Serve on subcommittees as appointed by SWAT. Serve on CCTA Board per Lamorinda rotation. Report Authority activities to Town Council.  LPMC/LFFA meets occasionally, at least once per annum.  All three bodies closely linked; should not be split apart.	SWAT meets: 1st Monday of each month, 3-5 pm, Moraga – Hacienda de las Flores  LFFA & LPMC meets once per annum	Planning Director	Trotter  Chair for 2018	Fritzky	
MCE Clean Energy	Voting Board member for this JPA. Attend meetings and report activities to Town Council.	3rd Thursday of month 7:00 pm	N/A	Trotter	Onoda	1-1-18 thru 12-31-18
<b>NON-COUNCIL APPOINTMENTS</b>	<i>Description/ Expectations</i>	<i>Meeting Times</i>	<i>Staff Support</i>	<i>First Appointment</i>	<i>Second Appointment/ Alternate</i>	<i>Start Date/ Sunset Date (if applicable)</i>
East Bay Regional Parks District Advisory Committee (EBRPD-AC)	Attend meetings, represent and advise Contra Costa Mayors (Appointed by Mayors' Conf)	4th Monday of month, 7:00 pm	N/A	Trotter 1-1-18 thru 12-31-19	None	
LCC – League of California Cities Governance Transparency & Labor Relations Committee	Attend meetings, represent and report to Town Council.	Quarterly	N/A	Fritzky	None	1-1-18 thru 12-31-18

## 2018 Moraga Town Council Committee Appointments

NON-COUNCIL LIAISONS (Appointed by Council)	<i>Description/ Expectations</i>	<i>Meeting Times</i>	<i>Staff Support</i>	<i>First Appointment</i>	<i>Second Appointment/ Alternate</i>	<i>Start Date/ Sunset Date (if applicable)</i>
CCCTA – Central Contra Costa Transit Authority (1) (i.e. County Connection)	Voting member on Authority Board. Serve on committees as appointed by Board.	3rd Thursday of month, 9:00 am	N/A	Al Dessayer	None	5/1/16 – 5/1/18
CCMVCD - Contra Costa Mosquito & Vector Control District	Public health trustee dedicated to ensuring residents' health and safety from mosquito-borne and vector diseases.	2nd Monday of every other month at 7 pm	N/A	Rob Lucacher	None	2-17-18 – 2/16/20
Library Commissioner for Moraga	Establishes a forum for the community to express its views on the goals and operations of the County Library; and develops and recommends proposals to the BoS and County Librarian.	4th Thursday of alternating months at 7:00 pm	N/A	Patty Wernet	None	7/1/16 – 6/30/20
CCTA - Contra Costa Transportation Authority – Citizens' Advisory Committee	Provide citizen perspective, participation and involvement in Authority policy development and implementation.	4th Wednesday at 6:30 pm	N/A	Larry Rosenberg	None	7/12/17 – 3/30/19
ACOA - Contra Costa County Advisory Council on Aging	City/local committee representative to advise the BoS on planning, development and administration of programs relating to older adults.	3rd Wednesday of month, 9:30 am	N/A	Keith Katzman	None	10/1/16 – 9/30/18

### **DEFINITIONS:**

**Standing Committees:** These are ongoing established committees with no sunset dates. The members are interviewed and selected by the Town Council. Sometimes there are Town Council appointees. These committees have a meeting regular time and place and are open to the public.

**Voting Delegate Board Members:** Serve as voting Board members. They are a Town Council member or an appointed representative who votes on behalf of the Town.

**Charter Committees:** Charter Committees are appointed by the Council or a subset thereof and consist of a group of volunteer residents who are tasked with accomplishing a number of objectives outlined in their Charter. These committees meet at regular times, are open to the public and sometimes have sunset (ending) dates.

**Ad Hoc Committees:** The committees consist of one or two Council members who represent the Council on a specific issue. They are appointed by the Mayor, meet on an as needed basis, and are generally not open to the public.

**Liaisons:** A Council member appointed by the Mayor, who represents the Town of Moraga and meets with a number of diverse groups in the community at regularly scheduled open meetings. Liaison appointments are routine in nature and consist of one Council member.