

# Capitola City Council

## Agenda Report



**Meeting:** December 8, 2022  
**From:** City Manager Department  
**Subject:** City Council Appointments to City Advisory Bodies

**Recommended Action:** Appoint City Council representatives to County and Regional Boards with early January meetings, appoint City Council representatives to City advisory bodies, and appoint members of the public to the City of Capitola Planning Commission.

**Background:** City Council Members sit on several County and Multi-Jurisdiction boards, of which certain appointments need to be reviewed and updated. Table 1 lists the current County and Regional Board appointments, expiration dates, and next meeting dates. Appointments to some of these groups will need to be updated prior to the next City Council meeting date to ensure City representation at their next meeting. As such, staff recommends making appointments to the Flood Control & Water Conservation District (Zone 5), Association of Monterey Bay Area Governments, and the Santa Cruz County Regional Transportation Commission. Staff also recommends the City Council nominate a member for the Central Coast Clean Energy Policy Board<sup>1</sup>.

The City of Capitola has established boards and commissions (advisory bodies) to advise on various functions of the City. Some of the advisory bodies also require City Council Member representation. Table 2 lists the advisory bodies with a City Council representative and their upcoming meeting date.

The City Council may also wish to make their appointments to the City’s Planning Commission on December 8, however the next scheduled Planning Commission meeting will be held on January 19, 2023, so City Council members can delay making Planning Commission appointments till January 12.

In addition, members of the public are appointed to the City’s advisory bodies for terms, some of which will expire in December 2022 and will require that the City Council make reappointments or new appointments for the next term. Staff recommends making those appointments on January 12 to allow additional time for the public to apply for positions.

Table 3 lists the advisory bodies with current vacancies. Those appointments will be reviewed at the January 12, 2023, City Council meeting.

**Discussion:** Staff recommends appointments to the following County and Multi-Jurisdiction groups:

<b>Table 1: County and Regional Boards</b>			
<b>Board/Commission</b>	<b>Current Council Representative</b>	<b>Expiration Date</b>	<b>Next Meeting Date</b>
<i>Flood Control &amp; Water Conservation District (Zone 5)</i>	Bertrand (Brown – Alt.)	December 2022	December 13 <sup>th</sup> at 9 AM
<i>Central Coast Clean Energy Policy Board</i>	Brooks (Keiser – Alt.)	December 2022, Shared seat with Scotts Valley	December 14 <sup>th</sup> at 9 AM
<i>Association of Monterey Bay Area Governments (MBAG)</i>	Brown (Keiser – Alt.)	December 2022	January 11 <sup>th</sup> at 5 PM

<sup>1</sup> The final appointment to the 3CE Policy Board is made by the Mayor’s Select Committee for Santa Cruz County

<i>SCC Regional Transportation Commission</i>	Bertrand (Storey – Alt.)	December 2022	January 12 <sup>th</sup> at 9 AM
<i>Advisory Council of the Area Agency on Aging</i>	Bertrand (No Alt. Appointed)	December 2022	January 18 <sup>th</sup> at 10 AM
<i>SCC Sanitation District</i>	Bertrand (Storey – Alt.)	December 2022	January 19 <sup>th</sup> at 4:45 PM
<i>Library Financing Authority &amp; JPA</i>	Brown (Bertrand – Alt.)	December 2022	January 25 <sup>th</sup> at 6 PM

City Advisory Bodies: The following City advisory bodies have a City Council Member serving as a representative. The Finance Advisory Committee bylaws stipulate that the Mayor and Vice Mayor serve as Council representatives, though when either or both the Mayor and Vice Mayor do not want to serve on this committee, other member(s) of the City Council shall be appointed by the Mayor, with the concurrence of the City Council.

Staff recommends appointments of representatives to the following:

<b>Table 2: City Advisory Bodies with City Council Representatives</b>			
<b>Board/Commission</b>	<b>Current Council Representative</b>	<b>Expiration Date</b>	<b>Next Meeting Date</b>
<i>Finance Advisory Committee</i>	Storey, Keiser	12/31/2022	December 20 <sup>th</sup> at 6 PM
<i>Commission on the Environment</i>	Keiser	12/31/2022	December 21 <sup>st</sup> at 6 PM
<i>Arts and Cultural Commission</i>	Storey	12/31/2022	January 10 <sup>th</sup> at 6:30 PM

The following City advisory bodies currently have vacancies. Staff suggests making appointments to the Planning Commission during this meeting and making appointments to the remaining advisory bodies at the next regularly scheduled City Council meeting on January 12, 2023.

<b>Table 3: Vacancies on City Advisory Bodies</b>		
<b>Commission/Committee/Board</b>	<b>Term (Years)</b>	<b>Vacancies</b>
<i>Planning Commission</i>	2	5 Regular Vacancies
<i>Arts &amp; Cultural Commission</i>	2	2 Unscheduled Vacancy, 2 Regular Vacancies
<i>Commission on the Environment</i>	2	1 Unscheduled Vacancy, 4 Regular Vacancies
<i>Finance Advisory Committee</i>	2	1 Unscheduled Vacancy, 4 Regular Vacancies
<i>Historical Museum Board</i>	3	1 Unscheduled Vacancy
<i>Unscheduled Vacancies: vacancies occurred due to resignation, termination, death, etc. Regular Vacancies: terms expiring and available for appointment/reappointment.</i>		

Applications for membership on advisory bodies are accepted year-round and are valid for one year. Members who are currently serving on advisory bodies were notified of their term expiration and asked to notify staff if seeking reappointment.

As a part of the advisory body appointment process, staff published a vacancy notice on the City website and through social media. Attachment 1 outlines the current composition of each group, applicants seeking reappointment, new applicants, and the next meeting date for all groups with current vacancies. Attachment 2 includes the requests for reappointment from current Planning Commissioners and new applications received by December 2.

Fiscal Impact: None.

Attachments:

1. Advisory Body Composition
2. Planning Commission Applications and Requests for Reappointment

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