



## AGENDA REPORT

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**To:** Mayor Joel Fajardo and City Councilmembers

**From:** Nick Kimball, City Manager  
By: Julia Fritz, City Clerk

**Date:** September 21, 2020

**Subject:** Consideration to Approve the Updated City Council Ad Hoc Committee Assignments

### **RECOMMENDATION:**

It is recommended that the City Council approve the updated City Council Ad Hoc Committee Assignments (Attachment "A").

### **BACKGROUND:**

1. On August 17, 2020, the City Council approved updated Ad Hoc Committee Assignments.
2. On September 8, 2020, the City Council reviewed certain committee assignments that were previously approved at the August 17, 2020 City Council meeting and directed staff to make changes to the following Ad Hoc Committees:
  - a) Wild Horse Children's Foundation
  - b) Mural Program
  - c) Street and Parkway Trees (combined with Green Cities on August 17, 2020)
  - d) Green Cities (combined with Street and Parkway Trees on August 17, 2020)

### **ANALYSIS:**

On occasion, the City Council will request formation of an Ad Hoc Committee designed to study a particular problem or issue and make recommendations to address the issue. Typically, immediately after the completion of the task or achievement of the objective, the Ad Hoc Committee dissolves.

On September 8, 2020, the City Council requested the following changes to the Ad Hoc Committee assignments:

## Consideration to Approve the Updated City Council Ad Hoc Committee Assignments

Page 2 of 2

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- 1) Wild Horse Children's Foundation: Assign Mayor Fajardo and Councilmember Gonzales.
- 2) Mural Program: Assign Councilmember Ballin and Councilmember Gonzales.
- 3) Green Cities and Street and Parkway Trees: These two Ad Hoc Committees were combined on August 17, 2020. Per City Council direction on September 8, 2020, these two Ad Hoc Committees will be bifurcated and the Councilmembers assigned to those Committees prior to August 17, 2020 will continue on those respective committees.

The updated Ad Hoc Committee Assignment matrix reflecting these changes is included as Attachment "A".

### **BUDGET IMPACT:**

Updating the City Council Ad Hoc Committee Assignment matrix is included in the City Clerk's regular work plan and, therefore, included in the fiscal year 2020-2021 Adopted Budget.

### **ATTACHMENT:**

- A. City Council Ad Hoc Committee Assignments



## CITY COUNCIL AD HOC &amp; STANDING COMMITTEES

Revised: 9/8/20

## AD HOC COMMITTEES

DATE CREATED		NAME	MEMBERS	SCOPE
1	4/2/13	<p><b>East San Fernando Valley Transit Corridor</b> (Include Metrolink Dual Track)</p> <p><u>Responsible Staff:</u> Administration</p> <p><u>Meeting Frequency:</u> Quarterly until dissolved</p>	Gonzales Pacheco	Review information and develop policy recommendations to City Council related to the planned light rail project through San Fernando, including reviewing options related to the City's local match, public outreach efforts with Metro, providing feedback regarding potential improvements along the rail ROW by Metro and/or the City, and other ESFVTC policy related items that require additional study. <i>(Recommend dissolving upon completion of ESFVTC construction through San Fernando)</i>
4	5/7/18	<p><b>Wild Horse Children's Foundation regarding the use of Pioneer Park</b></p> <p><u>Responsible Staff:</u> Administration</p> <p><u>Meeting Frequency:</u> Quarterly until dissolved</p>	Gonzales Fajardo	Review information and develop policy recommendations to City Council related to the City's partnership with WHF, including providing feedback related to a formal agreement (e.g. Lease/MOU/etc.) regarding use of facilities at Pioneer Park, connecting WHF with other community service providers to enhance programming at the facility, provide input re: public outreach, and other WHF items that require additional study. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i>
5	6/18/18	<p><b>Citywide Parking Permits, Trolley Service, and Parking Meters</b> (renamed 8/5/2019)</p> <p><u>Responsible Staff:</u> Temporarily assigned to Community Development</p> <p><u>Meeting Frequency:</u> Quarterly until dissolved</p>	Fajardo Gonzales	Review information and develop policy recommendations to City Council related to the City's parking meter program, including providing feedback related to potentially expanding the parking meter program and increasing the use of smart meters, provide input re: public outreach, and other parking meter items that require additional study. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i>

**AD HOC COMMITTEES**

DATE CREATED		NAME	MEMBERS	SCOPE
7	1/7/19	<p><b>City General Plan Update</b> (renamed 8/5/2019)</p> <p><u>Responsible Staff:</u> Community Development</p> <p><u>Meeting Frequency:</u> Quarterly until dissolved</p>	Mendoza Pacheco	Review information and develop policy recommendations to City Council related to updating the City’s General Plan, including evaluating potential funding sources, reviewing draft plan amendments with staff, provide feedback related to public outreach efforts, and other General Plan items that require additional study. <i>(Recommend dissolving upon adoption of an updated General Plan)</i>
8	2/4/19	<p><b>U.S. Census 2020</b></p> <p><u>Responsible Staff:</u> Administration</p> <p><u>Meeting Frequency:</u> Monthly until dissolved</p>	Ballin Gonzales	Review information and develop policy recommendations to City Council related to the United States Census 2020, including act as the City’s liaison on the City’s Complete Count Committee, provide feedback related to Census public outreach activities/programs, and other Census items that require additional study. <i>(Recommend dissolving upon completion of 2020 Census activities)</i>
9	2/4/19	<p><b>Social Media Policy</b></p> <p><u>Responsible Staff:</u> Administration</p> <p><u>Meeting Frequency:</u> 1 – 2 meetings</p>	Ballin Pacheco	Review information and develop policy recommendations to City Council related to the City’s Social Media program, including reviewing the draft social media policy and other parking meter items that require additional study. <i>(Recommend dissolving upon adoption of Social Media Policy)</i>
10	2/19/19	<p><b>Green City</b> (renamed 8/5/2019)</p> <p><u>Responsible Staff:</u> Administration</p> <p><u>Meeting Frequency:</u> Quarterly until dissolved</p>	Pacheco Fajardo	Review information and develop policy recommendations to City Council related to the City’s environmental related programs, including environmental programs available to City residents, public outreach efforts, City Hall programs to decrease carbon footprint, and other Green City items that require additional study. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i>

**AD HOC COMMITTEES**

DATE CREATED		NAME	MEMBERS	SCOPE
13	9/3/19	<p><b>Street and Parkway Tree</b></p> <p><u>Responsible Staff:</u> Public Works</p> <p><u>Meeting Frequency:</u> Bi-monthly until dissolved</p>	Gonzales Pacheco	<p>Review information and develop policy recommendations related to street and parkway tree programs, including:</p> <ul style="list-style-type: none"> <li>• Street and parkway tree maintenance to prolong tree life expectancy;</li> <li>• Tree species that are appropriate to place in streets and parkways;</li> <li>• A program for residents to plant and maintain trees in parkways; and</li> </ul> <p>Other street and parkway tree policy related items that require additional study. <i>(Recommend dissolving upon adoption of a policy/program outlining the regulations for street and parkway tree planting and maintenance)</i></p>
16	2/18/20	<p><b>100-Year Anniversary of Women’s Right to Vote</b></p> <p><u>Responsible Staff:</u> Recreation &amp; Community Services</p> <p><u>Meeting Frequency:</u> As necessary until dissolved</p>	Ballin Mendoza	<p>Review information and develop policy recommendations to City Council related to a 100-year Anniversary of Women’s Right to Vote event, including receiving feedback from local groups, provide input to enhance the impact of the proposed event/program, and other Women’s Right to Vote events/programs that require additional study. <i>(Recommend dissolving upon completion of a proper recognition event)</i></p>
17	2/18/20	<p><b>Mural Program</b></p> <p><u>Responsible Staff:</u> Recreation &amp; Community Services</p> <p><u>Meeting Frequency:</u> As necessary until dissolved</p>	Gonzales Ballin	<p>Review information and develop policy recommendations to a proposed citywide Mural program, including reviewing the draft mural policy and other mural related items that require additional study. <i>(Recommend dissolving upon adoption of Mural Program Policy)</i></p>
	6/15/20	<p><b>Public Safety</b></p> <p><u>Responsible Staff:</u> Police Department</p> <p><u>Meeting Frequency:</u> As necessary until dissolved</p>	Fajardo Pacheco	<p>Review information and develop policy recommendations to a Public Safety Commission/Committee, including reviewing the Public Safety structures and other public safety commission/committee related items that require additional study. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i></p>



CITY COUNCIL AD HOC & STANDING COMMITTEES

Revised: 9/8/20

STANDING COMMITTEES				
DATE CREATED	MEETING DAY/TIME	NAME	MEMBERS	COMMENT
1		None at this time.		