



**MEETING DATE:** January 24, 2024

**FROM:** Jason Shaw

**RE:** Council Committees, Boards and Commissions Review January 2024

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**BACKGROUND:**

Periodically, the Council reviews appointments to Council Committees, Boards and Commissions. Traditionally, following the reorganization of the Council, the Mayor makes appointments to vacancies at the next Council meeting.

Below staff has outlined the current Council Committees, Boards and Commissions with information regarding its purpose, meeting times and location so the Council can review the committees and talk about each of them.

Council Committees, Boards and Commissions are made through Mayoral appointments. Staff recommends that the Council review and discuss the list and the Mayor may make appointments to all/some or none of the below.

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**EXECUTIVE SUMMARY:**

***Regional Commissions/Committees/Boards***

**Airport Land Use Commission**

This committee meets in coordination with Plumas County and meets on a quarterly basis, meeting may be held at various locations.

**Abandoned Vehicle Abatement**

This committee meets in coordination with Plumas County and meets intermittently in Quincy. This committee must include at least one Council member.

**Plumas County Integrated Waste Management Task Force**

This committee meets in coordination with Plumas County and meets intermittently in Quincy. This committee traditionally included staff members and should continue to include at least one, if not two, staff members. The Committee needs one member and one alternate, it is preferred if the alternate is also able to attend meetings.

**Plumas LAFCo**

This Commission meets in coordination with Plumas County and meets every other month on the second Monday of the month in Quincy. The Plumas LAFCo Commission is comprised of two members appointed from the Plumas County Board of Supervisors, two members appointed from the City Council of the city of Portola, and one member appointed from the public-at-large. The Plumas Local Agency Formation Commission was created by the Legislature in 1963 to discourage urban sprawl and encourage the orderly formation and development of local government agencies within Plumas County. There is a LAFCo in each

county in California. Any member appointed on behalf of local governments shall represent the interests of the public as a whole and not solely the interests of the appointing authority. This Commission must include at least two Council members and one Councilmember alternate.

### **DEAL**

This Committee meets in Susanville. Mayor Bill Powers will provide additional information.

### **Transportation Commission**

This committee meets in coordination with Plumas County and meets on the third Monday of every month as necessary in Quincy.

### **SCORE**

This is the Small City Organized Risk Effort Board. This organization manages the Cities workers compensation and liability insurance coverage pool. This Board meets quarterly in Anderson, CA. This Board can include Council and staff. However, this committee has traditionally included the Finance Officer and a staff member on its Board. It is recommended that this committee include at least include at least one staff member as the Board meetings include information needed by staff.

### ***City of Portola Committees***

#### **Emergency Services Policy Committee**

This is a City of Portola Committee which meets intermittently and would be called to meet during any Emergency. This Committee should include the City Manager and the Mayor.

#### **Finance and Administration**

This Committee meets intermittently and discusses Finance an Administration issues and makes recommendation to the City Council. This Committee should consist of two Councilmembers.

#### **Infrastructure Committee**

This Committee meets intermittently and discusses infrastructure issues and makes recommendation to the City Council. This Committee should consist of two Councilmembers.

#### **Community Development**

This is a City of Portola Committee which meets intermittently, this Committee discusses community development issues and makes recommendation to the City Council. This Committee should consist of two Councilmembers.

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### **RECOMMENDATION:**

Continue the appointments of Councilmember Bill Powers and Director of Public Works Todd Roberts to the Airport Land Use Commission.

Continue the appointments of Financial Officer Susan Scarlett and Councilmember Leah Turner to the Abandoned Vehicle Abatement Committee.

Continue the appointments of Interim City Manager Jon Kennedy and Director of Public Works

Todd Roberts to the Plumas County Integrated Waste Management Task Force.

Continue the appointments of Councilmember Bill Powers and Mayor Pro Tem Jim Murphy, with Mayor Pat Morton as the alternate, to the Plumas LAFCo.

Continue the appointment of Councilmember Bill Powers to DEAL.

Continue the appointments of Mayor Pat Morton, Councilmember Bill Powers, and Financial Officer Susan Scarlett to the Transportation Commission.

Continue the appointment of Mayor Pro Tem Jim Murphy, with Deputy City Clerk Jason Shaw as the alternate, to SCORE.

Continue the appointment of Interim City Manager Jon Kennedy and Councilmember Leah Turner to the Emergency Services Policy Committee.

Continue the appointment of Mayor Pro Tem Jim Murphy and Mayor Pat Morton to the Finance and Administration Committee.

Continue the appointment of Councilmember of Bill Powers and Mayor Pro Tem Jim Murphy to the Infrastructure Committee.

Continue the appointment of Councilmember Leah Turner and Councilmember Stain Peiler to the Community Development Committee.

Continue the appointment of Mayor Pat Morton and Mayor Pro Tem Jim Murphy to the Fire Department Advisory Committee.

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**FISCAL IMPACT:**

None.

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