

**TOWN OF SAN ANSELMO
STAFF REPORT
May 8, 2013**

For the Meeting of May 14, 2013

TO: Town Council

FROM: Debra Stutsman, Town Manager

SUBJECT: Appointments

RECOMMENDATION

That Council review the list of Town Council committee assignments and make new appointments as needed to fill current vacancies.

BACKGROUND

Town Councilmembers serve on a variety of committees, some of which are internal to the Town and some of which are regional. With the recent resignation, a number of seats are currently vacant. Council may choose to fill those vacancies immediately. The entire list will be reviewed by the Town Council in January 2014 after the November 2013 election.

DISCUSSION

The following seats are currently vacant:

1. Chamber of Commerce liaison
2. Marin Energy Authority, Alternate (Member Greene)
3. Marin Telecommunications JPA, Member (Alternate Greene)
4. Marin Emergency Radio Authority (MERA), (Alternate Coleman, 2nd Alternate Stutsman)
5. MCCMC Legislative Committee, Alternate (Member Greene)
6. Ross Valley School District liaison, Member (Alternate Coleman)
7. Safe Routes to School, Representative (Alternate Kroot)
8. Transportation Authority of Marin, Alternate (Member Greene)

The current list of assignments and a description of each assignment is attached.

Respectfully submitted,



Debra Stutsman
Town Manager

Attachments:

1. List of current assignments
2. Description of each assignment

Town of San Anselmo Representation on Various Committees

Bolinas Avenue Advisory Committee	Kroot
Capital Programs Monitoring Committee	Kroot, McInerney
CDBG Upper Ross Valley	Coleman
Central Marin Police Authority	McInerney, Greene Alt: Coleman
Chamber of Commerce liaison	Lopin
Downtown merchants liaison	Coleman, Kroot
Economic Development Subcommittee	Coleman, Kroot
Flood Committee	Greene, McInerney
Flood Control District Zone 9	McInerney
Homeless Policy Steering Committee	Kay Coleman
League of California Cities, North Bay	Coleman
Lombard Property	Greene, Kroot
Marin Energy Authority	Greene, Alternate: Lopin
Marin Telecommunications JPA (MTA)	Lopin, Alternate: Greene
MCCMC JPA Oversight Committee	Kroot, Alternate: Coleman
Marin Emergency Radio Authority (MERA)	Lopin, 1st Alternate: Coleman 2nd Alternate: Stutsman
MCCMC Legislative Committee	Greene, Alternate: Lopin
Ross Valley Fire Board	Kroot, McInerney, Alternate: Coleman
Ross Valley School District	Lopin, Alternate: Coleman
Safe Routes to School	Lopin, Alternate: Kroot
Transportation Authority of Marin (TAM)	Greene, Alternate: Lopin

Town Council Various Committee Assignments

- Bolinas Avenue Advisory Committee – One seat. This committee meets as needed to address infrastructure issues on Bolinas Avenue.
- Capital Program Monitoring Committee – Two seats. This committee meets once or twice a year in the evening to review the Public Works Director’s recommendations for capital projects, including paving and drainage, in the upcoming year and makes a recommendation to the full Council. There are six citizen members.
- CDBG Upper Ross Valley – One seat. This group is made up of representatives of the upper Ross Valley and they decide Community Development Block Grant funding for local projects. The group meets 1 or 2 times a year in the evening.
- Central Marin Police Authority Council – Two seats. The CMPA Council is responsible for the administration and oversight of the Central Marin Police Authority and it meets quarterly.
- Chamber of Commerce liaison – One seat. This person is the Town Council liaison to the Chamber and attends their monthly meetings (usually on third Tuesday morning), and keeps the manager and other Councilmembers informed of what’s happening with the Chamber.
- Downtown SA Merchants liaison – Two seats. These representatives serve as the Councilmember contact to the downtown merchants, keeps the manager and other Councilmembers informed of what’s happening.
- Economic Development Committee – Two seats. These persons work with the Economic Development Committee, 5 members of the public, to encourage the economic development of San Anselmo. Meets monthly on the first Tuesday at 8:45 a.m.
- Flood Committee – 2 seats. This committee consists of two Councilmembers and five members of the public with engineering or technical expertise. They work with the Ross Valley Watershed group and its technical committee to ensure that flooding issues in San Anselmo are addressed. Meets quarterly, more often if needed (evening meeting).
- Flood Control District Zone 9 Advisory Board – One seat. The Flood Control District’s governing body is the County Board of Supervisors. This group is an advisory body representing Ross, Fairfax, San Anselmo, the County and several members at large. Meets in the evening 4-6 times per year.
- Homeless Policy Steering Committee – One seat. Represents San Anselmo in the County group dedicated to reducing issues around homelessness.

- League of California Cities, North Bay – One seat. This person serves as the Town's representative to the North Bay Division of the League of California Cities. They meet quarterly around the North Bay for dinner meetings to share information.
- Lombard Property – Two seats. This committee has not met but was convened to work with neighbors on the possible sale of property off Oak Spring to repay a \$500K loan to the Town's insurance authority.
- Marin Energy Authority – One seat: This JPA works to purchase green energy for Marin member cities, and meets once a month on the first Thursday, 7 p.m.
- Marin Telecommunications JPA – One seat. This is the Joint Powers Authority that oversees the Comcast franchise and works on other telecommunication issues. It meets bi-monthly on the second Wednesday.
- MCCMC JPA Oversight Committee – One seat. MCCMC is the Marin County Council of Mayors and Councilmembers, a group that meets monthly for dinner and a meeting to share ideas and reports. The JPA oversight committee was set up to ensure that all the various JPA's on which Marin cities/towns collaborate are well run and serving their purpose.
- Marin Emergency Radio Authority (MERA) – One seat. This group is responsible for oversight of the operation of the MERA radio system.
- MCCMC Legislative Committee – One seat. This group meets monthly to discuss pending federal and state legislation affecting cities and to make recommendation to MCCMC members on action to be taken. Meets on the fourth Monday of each month at 8 a.m. in San Rafael City Hall.
- Ross Valley Fire Board – Two seats. The Fire Board meets once a month on the second Wednesday at 6:30 p.m., at the downtown SA fire station. Fairfax, Ross and Sleepy Hollow also have two seats.
- Ross Valley School District – One seat. Serves as the liaison between the school district and Town.
- Safe Routes to School – One seat. Serves as the Town representative to Safe Routes.
- Transportation Authority of Marin (TAM) – One seat. TAM was established between the County and cities of Marin to address Marin's transportation needs, funded by a sales tax measure. The Board meets the fourth Thursday of each month at 7:30 p.m.