
Memorandum

DATE: December 8, 2015
TO: Members of the City Council
FROM: Mayor Laura Hoffmeister
RE: **Council Committees / External Agency Appointments**

RECOMMENDED ACTION

The Council is being asked to ratify by a vote of the membership composition of its standing committees and to confirm representation on external agencies.

BACKGROUND

These appointments, which will be announced during the meeting, establish Council representation on Council committees shown on the attached Exhibit A and also establish Council representation on regional bodies and on the boards of various external organizations of which the City is a member, as shown on Exhibit B. Newly appointed representatives will be seated effective December 8, 2015.

Exhibit C represents the liaison and interview functions between standing Council committees and the City's appointed citizen boards, commissions and committees. As the liaison function for all boards and commissions has worked well in the past, I would like to encourage Council committees to convene at least one meeting during the upcoming year with each of their corresponding boards and commissions for general discussion of issues of mutual interest.

Attachments: Exhibit A - Council Committees
Exhibit B - External Council Appointments
Exhibit C - Function of Existing Boards, Commissions and Committees

2016 Standing/Ad Hoc Committees

Effective December 8, 2015

	APPOINTEES	
	CHAIR	MEMBER
Standing Committees		
Policy Development and Internal Operations		
Infrastructure and Franchise		
Housing and Economic Development		
Recreation, Cultural Affairs & Community Services		
Youth and Education		

2016 EXTERNAL COUNCIL APPOINTMENTS

Effective December 8, 2015

ORGANIZATION	MEETING SCHEDULE	MEMBER	SECOND MEMBER OR ALTERNATE
Association of Bay Area Governments (ABAG) General Assembly	The General Assembly must be held by April 1 of each year, the Spring Meeting is usually held in March, and the Fall General Assembly is held in October or November.		
Central Contra Costa Transit Authority (The County Connection)	3rd Thursday of each month, 9:00 a.m.		
East Bay Division of League of CA Cities Board of Directors	3rd Thursday of each month, 6:00 p.m.		
Transportation Partnership and Cooperation Regional Committee (TRANSPAC)	2nd Thursday of each month, 9:00 a.m.		
Citizen Corps Community Emergency Response Team (CERT)	Quarterly		
Central County Literacy Coalition	Quarterly Executive Committee meets monthly on the last Wed. at 4:00 p.m.		
Other Appointments	Appointing Entity	Appointee	Term
East Bay Regional Communications System	Mayors' Conference		Coincides with Term of Office
Homeless Program Liaison	Mayors' City-County Relations		No term established
League of California Cities Public Safety Committee	East Bay Chapter		Coincides with Term of Office

2016

Standing Boards/Commissions/Committees

<p>Standing Council Committees</p>	<p>Example of Issues Reviewed</p>	<p>Board of Appeals</p>	<p>Commission on Aging</p>	<p>Community Services Commission</p>	<p>Concord Pleasant Hill Health Care Dist Grant Committee</p>	<p>Design Review Board</p>	<p>Parks, Recreation & Open Space Commission</p>	<p>Personnel Board</p>	<p>Planning Commission¹</p>	<p>Measure Q Oversight Committee</p>	<p>Community Health Fund</p>	<p>Bike, Pedestrian & Safe Route Plan Adv Cmte</p>
<p>Housing and Economic Development , Chair , Committeemember 3rd Wednesday at 5:30 p.m.</p>	<p>Downtown, RDA, housing, mobile homes, development permitting</p>					●						
<p>Infrastructure and Franchise , Chair , Committeemember 2nd Thursday at 5:30 p.m.</p>	<p>Transportation, cable, communications/technologies, solid waste, public works, sewer; franchises</p>	●										●
<p>Recreation, Cultural Affairs & Community Services , Chair , Committeemember 4th Thursday at 5:30 p.m.</p>	<p>Neighborhoods, social services, ADA, programs for elderly, Arts, special events, parks, golf course, trails, youth programs, Sister City</p>		●	●	●							
<p>Policy Development and Internal Operations , Chair , Committeemember 2nd Monday at 5:30 p.m.</p>	<p>Council budget, policy development, facilities use, community relations, Concord Community Reuse Project</p>							●		●		
<p>Youth and Education , Chair , Committeemember 3rd Monday at 5:30 p.m.</p>	<p>Education and Youth matters</p>						●				●	

● Primary Relationship: Council Committee to act as liaison to Council for designated board/commission, and to conduct interviews of applicants for board/commission membership.

¹ Interviews of applicants for Planning Commission to be conducted by full Council.