

**MEMORANDUM
 CITY OF LANCASTER, CA**

TO: Mayor Parris and City Council Members
 FROM: Council Member Sherry Marquez
 DATE: June 28, 2011
 SUBJECT: Appointment of Alternates to the various Committees/Boards

Recommendation:

Discuss and consider appointing alternates to the various Committees/Boards

Background:

Below is a list of organizations and the current Council appointees and alternates:

Organization	Appointment	Meeting Dates/Times
Antelope Valley Air Quality Management District (AVAQMD)	Requires two elected officials (Marquez & Crist) Current staff liaison: Jocelyn Swain, Associate Planner – Planning Department Alternate: Mayor Parris	Meets on the third Tuesday of each month – 10 a.m. to Noon in Lancaster.
Antelope Valley Transit Authority (AVTA)	Requires two elected officials plus one alternate. (Marquez & Crist) Current staff liaison and TAC Member: Nicole Rizzo, Management Analyst I Alternate: Mayor Parris	Meets on the fourth Tuesday of each month – 1:30 p.m. to 3:30 p.m. in Lancaster.
Sanitation District #14	Requires the Mayor plus one alternate. Current staff liaison: Steve Dassler, Utility Services Manager – Public Works Department Alternate: Vice Mayor Smith	Meets on the fourth Wednesday of each month – 1:30 p.m. to 3:30 p.m. in Whittier.
North County Transportation Coalition (NCTC)	Requires one elected official; one representative appointed by Council from a business organization. (Mann) Current staff liaison: Nicole Rizzo, Management Analyst I	Meets at various times and at various locations.

Organization	Appointment	Meeting Dates/Times
High Desert Corridor (JPA)	Requires one elected official plus one alternate (alternate need not be an elected official). (Smith) Current staff liaison and TAC Member: Nicole Rizzo, Management Analyst I – Alternate: Marquez	Meets at various times and at various locations.
Southern California Association of Governments Regional Council	Requires one elected official and this person will also serve on SCAG’s Community Economic & Human Development Committee; the Transportation & Communication Policy Committee and/or the Energy & Environment Committee (Mann)	Meets on the first Thursday of each month – 11:30 a.m. to 1:15 p.m. in Los Angeles.
League of California Cities (Desert Mountain Division)	Requires the Mayor plus one alternate. (Smith)	Quarterly – 10:00 a.m. to 2:00 p.m. and at various locations.
League of California Cities (Los Angeles County Division)	Requires the Mayor plus one alternate. (Smith)	First Thursday of each month- 6:30 p.m. to 8:00 p.m. in Los Angeles.
Edwards Air Force Base Restoration Advisory Board (RAB)	Requires the Mayor plus one alternate. (Crist)	Quarterly meetings, 5:30 p.m., various locations bordering the base.
Convention and Visitors Bureau	Requires one elected official. Current Staff Member: Jason Caudle, Deputy City Manager or designee. (Smith) Alternate: Mann	To be determined.

In addition to the above, the City supports and is involved with many community organizations on an ad hoc basis. This support is through City staff representation with the following:

CITY STAFF REPRESENTATION

Organization	Meeting Dates/Times
Antelope Valley Homeless Coalition	First Wednesday of each month – 1:30 p.m. to 2:30 p.m. in Lancaster.
Antelope Valley Mosquito Abatement and Vector Control Board	Council Appointee: Matthew Smith
Antelope Valley Senior Center Advisory Board	First Thursday of each month – 9:00 a.m. to 10:00 a.m. in Lancaster.
Antelope Valley Work Force Development Consortium	Meetings at various times.
Antelope Valley Union High School District Career Prep Council - Vern Lawson, Economic Development Director or designee.	Second Wednesday of each month – 8:00 a.m. to 9:30 a.m. in Palmdale.
California Contract Cities	Monthly in the evenings and the location varies.
California State Prison CAC Council appointee: Gene Gaynor	Third or Fourth Wednesday of the month – 4:00 p.m. to 5:00 p.m. alternating between Lancaster City Hall and the Prison.
Veterans' Home Committee	Second Wednesday of each month – 3:00 p.m. to 4:00 p.m. in Lancaster.
Antelope Valley Board of Trade (AVBOT) Current staff liaison – Vern Lawson, Economic Development Director or designee.	First Tuesday of the month – 7:30 a.m. to 8:30 a.m. in Lancaster.
Greater Antelope Valley Economic Alliance (GAVEA) Current staff liaison – Vern Lawson, Economic Development Director or designee.	Third Thursday of the month – 7:30 a.m. to 8:30 a.m. in Lancaster.
Los Angeles County Economic Development Corporation (LAEDC) Current staff liaison – Vern Lawson, Economic Development Director or designee.	Third Wednesday of the month – 8:00 a.m. in Los Angeles.

Organization	Meeting Dates/Times
Antelope Valley Chamber of Commerce Current staff liaison – Jason Caudle, Deputy City Manager or designee.	Third Wednesday of the month – 7:30 a.m. in Lancaster.
The Boulevard Association - Current staff liaison – Jason Caudle, Deputy City Manager or designee.	First Wednesday of the month – 7:30 a.m. in Lancaster.