



Item No. 10 Town of Atherton

CITY COUNCIL STAFF REPORT – REGULAR AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

**FROM: THERESA DELLASANTA,
ASSISTANT TO THE CITY MANAGER/CITY CLERK**

DATE: SEPTEMBER 16, 2015

**SUBJECT: ADOPT RESOLUTION 15-XX DESIGNATING A VOTING DELEGATE
AND UP TO TWO ALTERNATES TO THE LEAGUE OF CALIFORNIA
CITIES ANNUAL CONFERENCE – SEPTEMBER 30-OCTOBER 3, SAN
JOSE**

RECOMMENDATION

Adopt Resolution 15-xx designating a voting delegate and an alternate to the League of California Cities Annual Conference in San Jose.

BACKGROUND

The League's 2015 Annual Conference is scheduled for Wednesday, September 30 through Friday, October 2 in San Jose. The League's Annual Business meeting is scheduled for 12:00 p.m. on Friday, October 2. At this meeting the League membership considers and takes action on Resolutions that establish League policy. The Resolution Packet is attached to this Staff Report.

In order to vote at the Annual Business meeting, the City Council must designate a voting delegate. Council may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. In order to cast a vote at least one person must be present at the Business Meeting and in possession of the voting delegate card.

Attendance at the Annual League Conference is encouraged for continuing Council education, experience, and network opportunities. The Conference provides the Council with the opportunity to network with a larger section of California communities that may face similar issues and the opportunity to attend educational workshops on trending topics and solutions.

POLICY FOCUS

Policy development is a key part of the League's legislative effectiveness. The League's Annual Conference Resolutions process is one way that city officials can directly participate in the development of League policy. Voting delegates will consider resolutions by cities in the General Assembly at the Annual Business Meeting on October 2, 2015.

FISCAL IMPACT

The 2015/16 Annual Operating Budget includes funds for Councilmembers to attend on behalf of the Town, to include conference registration, gas, and meal stipend. It is estimated that total cost per attendee is approximately \$700. The 2015 registration fees per attendee are:

- Full 3-day registration = \$555.00
- Friday (1-day) registration = \$270.00

The City Manager and/or Assistant to the City Manager may also be in attendance for all or a portion of the Conference.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the item is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

ATTACHMENTS

Resolution 15-xx.

Resolution No. 15-xx

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON
DESIGNATING COUNCIL MEMBER RICK DEGOLIA AS THE VOTING
DELEGATE AND COUNCIL MEMBER _____ AS THE ALTERNATE
FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL BUSINESS MEETING
TO BE HELD ON OCTOBER 2, 2015**

WHEREAS, The League of California Cities Annual Business meeting will be held on October 2, 2015; and

WHEREAS, The League of California Cities Bylaws require that a city’s voting delegate be designated by the City Council and that the voting delegate must be registered to attend the conference and be present at the business meeting.

NOW, THEREFORE BE IT RESOLVED that

- 1) The City Council designates Council Member Rick DeGolia as the voting delegate for the League of California Cities Annual Conference Business meeting to be held on Friday, October 2, 2015.
- 2) The City Council designates Council Member _____ as the alternate voting delegate for the League of California Cities Annual Conference Business meeting to be held on Friday, October 2, 2015.
- 3) That the City Council directs the City Clerk to transmit a copy of this resolution to the League of California Cities.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on the 16th day of September by the following vote:

*AYES: COUNCILMEMBERS:
 NOES: COUNCILMEMBERS:
 ABSENT: COUNCILMEMBERS:
 ABSTAIN: COUNCILMEMBERS:*

Rick DeGolia, Mayor
Town of Atherton

ATTEST:

Theresa N. DellaSanta
City Clerk

APPROVED AS TO FORM:

William B. Conners
City Attorney



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Council Action Advised by July 31, 2015

THERESA
9/16 MTG
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May 29, 2015

TO: Mayors, City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – September 30 – October 2, San Jose**

The League’s 2015 Annual Conference is scheduled for September 30 – October 2 in San Jose. An important part of the Annual Conference is the Annual Business Meeting (*at the General Assembly*), scheduled for noon on Friday, October 2, at the San Jose Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League’s office no later than Friday, September 18, 2015. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city’s voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

Annual Conference Voting Procedures 2015 Annual Conference

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: _____

**2015 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM**

Please complete this form and return it to the League office by Friday, September 18, 2015. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ E-mail _____

Mayor or City Clerk _____ Phone: _____

(circle one) (signature)

Date: _____

Please complete and return by Friday, September 18, 2015

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