

# INDIAN WELLS CITY COUNCIL

## December 19, 2024



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**To:** City Council  
**From:** City Manager Department  
**Prepared by:** Angelica Avila, City Clerk  
**Subject:** **2025 Council "Draft" of Assignments to Various Internal and External Committees**

### RECOMMENDED ACTIONS:

Council provides **DIRECTION** to staff relating to any proposed modifications to the draft process, establishing or eliminating committees and/or sub-committees, the number of ex-officio members serving on City resident committees, and any other related matters prior to the actual selection of committee assignments; and

**PARTICIPATES** in the "Draft" of committee assignments and any required alternates; and

**FINDS** the action exempt from California Environmental Quality Act (CEQA) review under CEQA guidelines section 15061(b)(3).

### DISCUSSION:

The Council Policy Manual ("Manual") establishes the process by which assignments of individual Council Members are made to the various internal Indian Wells Committees, as well as to external organizations and regional authorities. (Attachment #1). The established "Draft" process is based on seniority of Councilmembers' consecutive years of services, and among those initially elected on the same date, the member receiving more votes is deemed to have seniority. In the Draft, each member, in descending order of seniority, selects one assignment, followed in turn by the other members' choices, until all positions are filled. The current seniority order is as follows:

1. Dana Reed
2. Greg Sanders
3. Bruce Whitman
4. Dr. Toper Taylor
5. Brian Penna

Per the Council Policy, the Council can conduct a review of internal committees and Standing/Ad Hoc Committees as to committee relevance, membership, and organization.

“3.03.090- The Council will periodically, in consultation with Staff, review each of the City’s commissions, committees and boards to determine the relevance of their duties, work plan, membership and organization to the accomplishment of the Council’s Goals and Objectives. The Council may make such changes as it deems necessary to the duties, work plans, membership and organization of the Commissions, Committees, and Boards, on an as-needed basis.”

“3.05.060 - The Council will review annually the relevance of the Council’s standing and Ad-Hoc Committees to the Council’s current Strategic Plan Goals and Objectives and will eliminate those which are determined by a majority of the Council to be no longer necessary. This is the Council’s opportunity to discuss and make any modifications to internal City committees.”

The City existing Standing Committees with Council representation:

- Community Activities Committee
- Desert Sands Unified School District Two by Two Committee
- Finance/Legal Services Oversight Committee
- Grants In Aid Committee
- Indian Wells Golf Resort Advisory Committee
- Indian Wells Preservation Foundation
- Marketing Committee
- Personnel Committee
- Public Safety Committee
- Tee Committee

The Council occasionally establishes Council Ad Hoc Committees to examine a specific area or issue. Ad-Hoc Committees are established during a time of need. Once the specific assignment has been completed, the Council Ad-Hoc Committees are automatically dissolved. With the reorganization of the City Council, staff recommends the Council Ad Hoc Committees (e.g. Governance) be dissolved and the Council agendaize the formation of any Council Ad Hoc Committee that is needed at a future meeting.

Changes made to the committee assignments over the last few years are outlined below:

- In March of 2021, the City established a Desert Sands Unified School District Two-by-Two Committee. The partnership with the district is to meet and discuss issues of mutual concern.
- In September 2022, the City added the appointment of a non-voting liaison to the Indian Wells Preservation Foundation Board.

- Current City policy is that the Mayor automatically serves as the City's representative to the CVAG Executive Committee, Living Desert Advisory Board, Tee Committee, and Personnel committee. In addition, the the Mayor Pro Tem also serves on the Personnel and Tee committee.
- On occasion, the Mayor and Mayor Pro Tem are also called on to serve as the City's liaison to other organizations or groups (e.g., Tennis Garden).

The Desert Recreation District has expressed a desire to establish a Two-by-Two Committee to collaborate with the board and discuss matters of mutual concern.

### **FISCAL IMPACT:**

Outside organizations and regional authorities may provide a stipend, compensations, or reimbursement of expenses. Income derived from serving on these outside organizations and regional authorities is to be reported as required by the Fair Political Practice Commission (Form 806) filed in the City Clerk's office.

Expenses for Council Members serving on these boards are reimbursed by the City if not covered by the outside organization.

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):**

The action is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines, because it has no potential for resulting in physical change in the environment, directly or indirectly; and that the action is nonetheless exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. (14 CCR 15061(b)(3).)

### **ATTACHMENTS:**

1. Council Policy Chapter 3.04
2. Blank 2025 Council Assignments
3. Council Assignments Descriptions
4. Assignment Reference Sheet