

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 11/14/05		Item Number: <u>A-3</u>	
AGENDA ITEM: Discussion Regarding Communication Between City Council and Board and Committee Appointees.			
Contact Person/Dept.: Shelly W. Chagnon		Phone Number: (310) 253-6008	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒	Attachments: ☐
Public Notification: Marta Zaragoza, Kenneth Lock, Neil Rubenstein, Paul Struhl, and Master Notification List on 11/10/05.			
Department Approval: Jerry Fulwood 11/9/05		CAO Approval: Jerry Fulwood 11/9/05	
City Controller Approval: N/A			

RECOMMENDATION:

That the City Council either direct its appointed Board and Committee members (appointees) on a bi-monthly basis to make oral presentations under "Public Comments" - Items Not on the Agenda, or place a standing, recurring Action Item on each City Council Agenda for the purposes of allowing Appointees to make a presentation, engage in discussion, and receive City Council direction.

BACKGROUND:

At the September 26, 2005 City Council meeting, the Council asked to agendize a discussion regarding the frequency and nature of communications between appointees and the City Council. Generally there has been a past practice that City Council appointees report to the Mayor and/or City Council on an as-needed basis regarding Board or Committee items relevant to the City.

Some boards or committees with City Council appointees are convened by an agency or department outside the City. These entities typically meet on a regular basis.

These boards and committees are:

- Baldwin Hills Conservancy (BHC)
City staff contact: Parks, Recreation and Community Services Director
- Los Angeles Airport Area Advisory Committee
City staff contact: CAO's office
- Los Angeles County West Vector Control District
City staff contact: Public Works Director

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The BHC, which meets every 4-6 weeks, currently follows the Ralph M. Brown Act (Brown Act) for meetings. However beginning January 1, 2006, the Conservancy will begin to use the Bagley-Keene Open Meeting Act which requires notice to be given at least 10 days in advance of the meeting. The Los Angeles Airport Area Advisory Committee meets monthly and makes agendas available 72-hours before each meeting. The Los Angeles County West Vector Control District meets monthly and distributes agendas 48-hours before each meeting.

DISCUSSION:

Staff recommends the following options by which communications may take place:

1. Each department staff contact will distribute agendas and related information to the City Council in a timely fashion. These materials and correspondence would be considered informational and non-confidential in nature. Pursuant to the Brown Act, Councilmembers may contact the appointee for further information or clarification only, and may not give direction to the appointee, except during a public meeting.

AND

2. Appointees would provide updates to the City Council at a City Council meeting during "Public Comments - Items Not on the Agenda" at least once every two months. Councilmembers could decide to seek consensus to publicly agendize a future Council meeting discussion of a particular item.

OR

3. The City Council may choose to place a standing, recurring item on each Agenda for discussion, allowing the option to provide direction to the Appointees. All available documents would be included in the Agenda packet, whenever possible.

FISCAL ANALYSIS:

There is no fiscal impact.

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ATTACHMENTS:

None.

MOTION:

That the City Council:

1. Direct staff to distribute agendas and related information to the City Council in a timely fashion.

AND

2. Direct staff to request that appointees make oral presentations under “Public Comments - Items Not on the Agenda” on a bi-monthly basis, at a minimum.

OR

3. Place a standing, recurring Action Item on each City Council Agenda for the purposes of allowing Appointees to make a presentation, engage in discussion and receive City Council direction.