

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 07/14/08		Item Number: <u>A-1</u>	
AGENDA ITEM: Appointments to the Civil Service Commission, Parks and Recreation Commission, Landlord-Tenant Mediation Board, and Confirmation of Appointments and Length of Terms to the LAX Advisory Committee.			
Contact Person/Dept.: Ela Valladares		Phone Number: 310-253-5851	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Applicants were sent letters advising of this meeting on July 3, 2008; Master E-Mail Notification on July 16, 2008; Mr. Klowden and Ms. Wright via Telephone on July 16, 2008.			
Department Approval: Martin R. Cole (07/07/08)		City Attorney Approval: Carol Schwab (by H. Baker) (07/09/08)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (07/08/08)		City Manager Approval: Jerry B. Fulwood (07/16/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council appoint a member to the following: the Civil Service Commission, Parks and Recreation Commission, and the Landlord-Tenant Mediation Board. <u>BACKGROUND:</u> Appointments to various commission and boards took place at the Council Meeting of June 2, 2008. At that time, no applications were received for the Civil Service Commission opening or the opening for Landlord Representative of the Landlord-Tenant Mediation Board. The City Council directed staff to re-open the application period and advertise for these vacancies. In June 2008, Jeanette James submitted her resignation from the Parks and Recreation Commission. An appointment will need to be made to fill her unexpired term, which ends in June 2010. The following steps were taken to provide public notice: • Advertisements ran in the Culver City News on June 5, June 12, June 19 and June 26, 2008. • Advertisements ran in the Culver City Observer on June 5, June 12, June 19 and June 26, 2008. • A notice was posted on the City's web site starting on June 3, 2008.			

City of Culver City, California
City Council Agenda Item Report

- Letters were sent to those who submitted applications for consideration by the City Council at its Council Meeting of June 2, 2008 but were not chosen.
- A notice soliciting applications was sent through the Master E-Mail Notification List on June 23, 2008.

Civil Service Commission – One seat is available for appointment. Seat No. 3, currently held by Vincent Motyl, expired on June 30, 2008. Mr. Motyl has served two consecutive terms and is not eligible for reappointment to the Civil Service Commission. Consistent with the Culver City Municipal Code, Mr. Motyl has remained seated on the Civil Service Commission until such time as his seat is filled.

A total of 6 people submitted timely applications indicating an interest in serving on the Civil Service Commission.

Parks and Recreation Commission – One seat is available for appointment. Office No. 3, formerly held by Jeanette James, expires on June 30, 2010.

A total of 7 people submitted timely applications indicating an interest in serving on the Parks and Recreation Commission.

Landlord-Tenant Mediation Board:

Landlord Representative – One seat is available for appointment. A total of 3 timely applications were received for this position. Please note that there are no term limits for the Landlord-Tenant Mediation Board.

Clarification for the LAX Advisory Committee

On June 2, 2008, the City Council appointed Kevin Klowden and Jamie Wright to the LAX Advisory Committee. During that meeting, staff was requested to review the history of the appointment of the Mayor to one of the three seats on this Committee.

As part of the review, staff discovered the City Council on July 12, 2004 determined that the Mayor would hold one seat, with one seat held by a member of the public for a full three year term and one seat held by a member of the public for a two year term. At the June 2, 2008 meeting, the motion adopted by the City Council appointed Mr. Klowden and Ms. Wright both to four year terms.

To reconcile these actions, staff recommends the City Council adopt a motion that appoints Mr. Klowden to a full three year term and Ms. Wright to a two year term. The next time the City Council considers appointments to the LAX Advisory

City of Culver City, California
City Council Agenda Item Report

Committee, a full term of three years will be available (absent any mid-term resignations). Staff determined its recommended motion based upon the results of a coin flip.

FISCAL ANALYSIS:

For new appointees to the Landlord-Tenant Mediation Board, there will be 30 hours of professional mediation training at a cost of \$625 each and AB 1234 Ethics training. These costs would be absorbed in existing Housing Division Set Aside appropriations. For new appointments to all other Commissions or Boards, individuals who have not already completed AB 1234 Ethics training must do so. Sufficient funds for training are included in the Non-Departmental Division of the 2008-09 budget.

ATTACHMENTS:

1. List of all applications
2. Copies of all applications

MOTION:

That the City Council:

1. Appoint _____ to fill Seat No. 3 as Civil Service Commissioner to the Civil Service Commission for a four year term, expiring on June 30, 2012.

AND

2. Appoint _____ to fill Office No. 3 as Parks and Recreation Commissioner to the Parks and Recreation Commission for a two year term, expiring on June 30, 2010.

AND

3. Appoint _____ as Landlord Representative on the Board, to serve a term of three years, ending June 30, 2011.

City of Culver City, California
City Council Agenda Item Report

AND

4. Confirm the appointment of Kevin Klowden as a member of the Los Angeles International Airport Advisory Committee, for a full three-year term, expiring on June 30, 2011.

AND

5. Confirm the appointment of Jamie Wright as a member of the Los Angeles International Airport Advisory Committee, for a two-year term, expiring on June 30, 2010.