



# City of Culver City

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## Staff Report

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**File #:** 20-485, **Version:** 1

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**CAC - Discussion of (1) Recommendation from the City Council Equity Subcommittee to Introduce an Ordinance Amending Culver City Municipal Code Chapter 3.03 Pertaining to City Commissions to Add Equity Policy Language and to Allow Appointment of Non-Registered Voters and Minors Age 16; and, (2) Proposed Changes to the City Policy Pertaining to Commissions, Committees and Boards Pertaining to Childcare and Training of Appointed Officials; and, 3) Provide Any Feedback to City Staff.**

**Meeting Date:** November 19, 2019

**Contact Person/Dept:** Serena Wright-Black/Administrative Services  
Lisa Vidra/City Attorney's Office

**Phone Number:** (310) 253-5640

**Fiscal Impact:** Yes  No

**General Fund:** Yes  No

**Public Hearing:**

**Action Item:**

**Attachments:** Yes  No

**Commission Action Required:** Yes  No  **Date:**

**Public Notification:** (Email) Meetings and Agendas - Cultural Affairs Commission (11/14/19)

**Department Approval:** Serena Wright-Black, Assistant City Manager (11/04/19)

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### **RECOMMENDATION**

That the Cultural Affairs Commission discuss and provide feedback regarding: (1) a recommendation from the City Council Equity Subcommittee to introduce an Ordinance amending Culver City Municipal Code (CCMC) Chapter 3.03 pertaining to City Commissions to add equity policy language and to allow appointment of non-registered voters and minors age 16 and over to City Commissions; and, (2) proposed changes to the City Policy pertaining to Commissions, Committees and Boards pertaining to childcare and training of appointed officials.

### **BACKGROUND / DISCUSSION**

On October 28, 2019, City Council directed staff to bring back an amended ordinance revising CCMC Chapter 3.03 which will include, among other things, a provision to allow non-registered voters and minors over age 16 to be eligible for appointment to City commissions. Additionally, the City Council

Equity Subcommittee is recommending adding language to Chapter 3.03, that it is the policy of the City Council that each commission ensure that its programs, policies and activities provide equal access and opportunities to all persons.

### Eligibility Requirements

The current language of the CCMC in reference to eligibility requirements is silent on an age requirement and reads, in pertinent part, as follows:

“...Commissioners shall be residents of the City who are lawfully registered voters of the City, none of whom shall hold any paid office or employment in the City Government. Applicants for appointment to any Commission seat must have been lawfully registered voters of the City for the thirty (30) days immediately preceding the filing of their application...” (CCMC 3.03.005)

Notably, on October 12, 2019, Governor Gavin Newsome signed into legislation Senate Bill 225, allowing all California residents, regardless of citizenship, to be considered for appointment on commissions, boards and committees.

The draft proposed ordinance language is as follows (underline denotes addition, ~~strikethrough~~ denotes deletion):

### **§ 3.03.005 CREATION; COMPOSITION; ELIGIBILITY; COMPENSATION.**

There shall be a Civil Service Commission, Cultural Affairs Commission, Parks, Recreation, and Community Services Commission, and Planning Commission, each consisting of five (5) members to be appointed by the City Council. Commissioners shall be residents of the City ~~who are lawfully registered voters of the City, none of whom shall hold any paid office or employment in the City Government. Applicants for appointment to any Commission seat must have been lawfully registered voters of the City for the thirty (30) days immediately preceding the filing of their application.~~ Minors, age 16 or older, are eligible to apply with parental consent. No person may serve on more than one (1) Commission at the same time. Compensation of Commissioners, if any, may be established by resolution of the City Council.

### **§ 3.03.040 POLICY.**

It shall be the policy of the City Council that each Commission shall ensure that its programs, policies and activities provide equal access and opportunities to all persons.

### **§ 3.03.200 CULTURAL AFFAIRS COMMISSION.**

The Cultural Affairs Commission shall have the following powers and duties:

A. Act in an advisory capacity to the City Council on matters pertaining to the enrichment of the community through fine arts, visual arts, performing arts, arts education, historic preservation and cultural issues;

B. Serve as an advocate for equity, diversity and inclusion in for cultural activities and programs within the City;

C. Implement the City's Public Art Program, and encourage the integration of cultural affairs into the social and economic fabric of the City to improve the quality of life for City residents; and

D. Perform such other duties, not inconsistent with the City Charter or this Code, as maybe prescribed by ordinance, resolution, City Council policy or other City Council action.

### Policy Statements

The Council Equity Subcommittee is proposing additional changes that will have an effect on Commissions, Committees and Boards. These additional requirements will be added to the City Council Policy Statement pertaining to City Commissions, Boards and Committees. Those changes include:

- Offering childcare at all Commission, Committee and Board meetings, as well as City Council meetings. This would require that children be toilet trained and registered at least 24 hours prior to the start of the meeting;
- Requiring all elected and appointed officials to participate in ongoing training related to harassment, diversity, equity and inclusion, in addition to the current requirement related to Ethics, Conflict of Interest, and Sexual Harassment training.

The Council Equity Subcommittee is requesting that each City Commission discuss the proposed amendments. Staff will present all feedback to City Council on December 9, 2019.

### FISCAL ANALYSIS

No fiscal impact associated with this discussion item.

### ATTACHMENTS

1. 2019-11-19\_ATT 1\_ City Council Policy Statement: City Commissions, Boards and Committees

### MOTION

That the Cultural Affairs Commission:

Discuss and provide feedback regarding:

1. A recommendation from the City Council Equity Subcommittee to introduce an Ordinance amending Culver City Municipal Code (CCMC) Chapter 3.03 pertaining to City Commissions to add equity policy language and to allow appointment of non-registered voters and minors age 16 and over to City Commissions; and
2. Proposed changes to the City Policy pertaining to Commissions, Committees and Boards pertaining to childcare and training of appointed officials.