

**City of Culver City, California
Agenda Item Report**

Meeting Date: 08/11/14		Item Number: <u>A-3</u>	
CITY COUNCIL AGENDA ITEM: (1) Selection of Three Nominations for the Governor's Appointment of One Voting Member to the Baldwin Hills Conservancy Board of Directors; and (2) Ranking of those Nominees in Priority Order.			
Contact Person/Dept.: Shelly Wolfberg, Phone Number: (310) 253-6000 Assistant to the City Manager			
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: Applicants; David McNeill, Baldwin Hills Conservancy; Agenda and Meetings – City Council (08/06/14) (all via E-Mail)			
Department Approval: Martin R. Cole (08/04/14)		City Attorney Approval: Carol Schwab (by H. Baker) (08/05/14)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (08/05/14)		City Manager Approval: John M. Nachbar (08/06/14)	

RECOMMENDATION:

Staff recommends the City Council select three nominations for the Governor's appointment of one Voting Member to the Baldwin Hills Conservancy (BHC) Board and rank the nominees in priority order.

BACKGROUND:

The BHC's mission is to "acquire open space and manage public lands within the Baldwin Hills area and to provide recreation, restoration and protection of wildlife habitat within the territory for the public's enjoyment and educational experience." The BHC has a Board of Directors to guide BHC staff and fulfill this mission.

According to California Public Resources Code Section 32556:

- a) The board shall consist of 13 voting members and 7 non-voting members.
- b) The 13 voting members of the board shall consist of the following:
 - 1) The Secretary of the Resources Agency, or his or her designee.
 - 2) The Director of Parks and Recreation, or his or her designee.
 - 3) The Director of Finance, or his or her designee.
 - 4) The Director of the Los Angeles County Department of Parks, or his or her designee.

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- 5) The member of the Los Angeles County Board of Supervisors within whose district the majority of the Baldwin Hills area is located, or his or her designee.
- 6) Six members of the public appointed by the Governor who are residents of Los Angeles County and who represent the diversity of the community surrounding the Baldwin Hills area. Of those six members, four members shall be selected as follows:
 - 1) One member shall be a resident of Culver City selected from a list of three persons nominated by the city council. {emphasis added}**

Mr. Lloyd Dixon has served as Culver City's voting member since 2006. At the July 14, 2014 City Council meeting, staff indicated Mr. Dixon's interest in continuing to serve on the BHC Board of Directors (Board), and the City Council adopted the following Motion:

"...That the City Council: Make the appointment open and receive applications with a link to the application to clarify what the position entails and what the Conservancy does." The Motion carried by the following vote:

Ayes: Clarke, O'Leary, Sahli-Wells
Noes: Cooper, Weissman

DISCUSSION:

Pursuant to City Council direction, in order to advertise for the BHC Board appointment, staff completed the following: 1) placed a Public Notice in the Culver City News on July 17, 2014; 2) e-mailed announcements through GovDelivery on July 16, 2014 and July 30, 2014, which included posts on Facebook and Twitter; 3) disseminated information via the City Manager's Bi-Weekly Update to the City Council on July 18, 2014; and 4) posted information on the City's website beginning July 17, 2014.

The City's materials included a fill in PDF application form (which can be completed electronically, then e-mailed, printed out and faxed, mailed or hand delivered). All applications included a two-page information sheet providing instructions and additional background to help facilitate a successful completion of the application. Applicants were given the opportunity to learn more about the position through links to online information about the Governor's application process and information about the BHC, including the list of current BHC Board Members. Applications were accepted by the City Clerk's Office until 5:00 p.m. on Friday, August 1, 2014.

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The following Culver City residents submitted applications (attached) by the deadline:

- | | |
|-----------------------------|---------------------|
| 1) Lloyd Dixon | 4) Mary Ann Webster |
| 2) Karen Flores | 5) Michelle Weiner |
| 3) Kristen (Torres) Pawling | |

In reviewing the applicants' submissions, staff learned that Ms. Flores' application stated that she was not a Culver City resident. Staff followed up with Ms. Flores who confirmed that she was not a Culver City resident, but rather a resident of the Ladera Heights neighborhood. Staff explained to Ms. Flores she is not eligible to be considered as a part of the City Council's appointment. She was encouraged to contact Mr. David McNeill, Executive Director of the Baldwin Hills Conservancy, to inquire about other appointment opportunities.

FISCAL ANALYSIS:

The cost to advertise the vacancy totaled \$309.38. This cost is absorbed by the existing City Clerk's Office budget for advertising.

ATTACHMENTS:

1. Copies of all applications (with personal information redacted)

MOTIONS:

That the City Council:

1. Nominate _____ as the first ranked BHC Board Member nominee to forward to the Governor's Office; and,
2. Nominate _____ as the second ranked BHC Board Member nominee to forward to the Governor's Office; and,
3. Nominate _____ as the third ranked BHC Board Member nominee to forward to the Governor's Office; and,
4. Authorize the City Manager to prepare a letter for the Mayor's signature transmitting to the Governor the City Council's BHC Board Nominees, ranked in priority order.