

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

Meeting Date: May 26, 2015		Item Number: <u>A-1</u>	
CITY COUNCIL AGENDA ITEM: (1) Appointments and/or Reappointments to the Civil Service Commission; Cultural Affairs Commission; Parks, Recreation and Community Services Commission; Planning Commission; Committee on Homelessness; Disability Advisory Committee; Landlord-Tenant Mediation Board; LAX Area Advisory Committee; and (2) Direction Related to the City's Representative to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District.			
Contact Person/Dept.: Jeremy Green		Phone Number: (310) 253-5851	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Applicants (5/21/15); Meetings and Agendas – City Council (05/21/15).			
Department Approval: Martin R. Cole (05/20/15)		City Attorney Approval: Carol Schwab (by H. Baker) (05/19/15)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/20/15)		City Manager Approval: John Nachbar (05/21/15)	
<u>RECOMMENDATION:</u> Staff recommends the City Council (1) appoint and/or reappoint members to the Civil Service Commission; Cultural Affairs Commission; Parks, Recreation and Community Services Commission; Planning Commission; Committee on Homelessness; Disability Advisory Committee; Landlord-Tenant Mediation Board; and LAX Advisory Committee; and (2) provide direction related to the City's Representative to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District. <u>BACKGROUND:</u> Beginning on March 26, 2015, the City Clerk's Office posted the following items on the City's website: an online application using the new Granicus system, which application can also be downloaded, printed out, and faxed, mailed or hand delivered). All applications include a two-page information sheet providing instructions and additional background to help facilitate successful completion of the application. Additionally, as directed by the City Council, each of the City's Commissions, Committees, and Board (CCB) were offered the opportunity to provide comment and suggestions on each CCB's application form. All suggestions provided by the CCBs were incorporated into the Granicus system form.			

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In this application cycle, there are a total of 20 openings across 8 bodies as follows: Civil Service Commission (2), Cultural Affairs Commission (1), Parks, Recreation, and Community Services Commission (1), Planning Commission (1), Committee on Homelessness (4), Disability Advisory Committee (3), Landlord-Tenant Mediation Board (7 Members total - 2 Landlord Member, 2 Tenant Member, 3 Members-at-Large), and LAX Area Advisory Committee (1). In addition, staff is seeking direction with respect to the City's appointment on the Los Angeles County West Vector and Vector-Borne Disease Control District.

In order to fill vacancies on the various CCBs, the City Clerk's Office took the following steps to provide public notice:

- Advertisements were published in the Culver City News on March 26, April 9, 23, and 30, 2015.
- Notice was posted on the City's website starting on March 26, 2015.
- Notice was sent via e-mail through *GovDelivery* on April 16, 22, 29 and May 5, 2015.
- E-mails and/or phone calls were sent to CCB members who were eligible to apply for reappointment.
- E-mails were sent to past applicants notifying them of the vacancies.

Confirmation of Eligibility Requirements

The City Clerk's Office also reviewed each application to ensure each applicant met the minimum eligibility requirements.

With respect to commission appointments/reappointments, the Culver City Municipal Code (CCMC) provides certain general provisions related to members and those seeing appointment to Commissions. Section 3.03.005 of the CCMC provides in pertinent part:

"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. No person may serve on more than one (1) Commission at the same time."

Section 3.03.015 of the Culver City Municipal Code provides the following:

"A. No person shall serve more than two consecutive full terms as Commissioner on any one (1) Commission. If a person serves a partial term in excess of two (2) years, it shall be considered a full term for the purpose of this provision."

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B. Nothing in this provision shall act as a bar to service as a Commissioner on the same Commission after at least two (2) years have elapsed from the last full term as Commissioner.

C. A Commissioner who has served two (2) consecutive full terms as a Commissioner on one (1) Commission may serve on a different Commission without waiting the required two (2) year period provided for in this section."

Several applicants for bodies that require Culver City residency and/or Culver City voter registration did not meet either or both of those requirements. They received e-mails from the City Clerk's Office that indicated that they were not eligible for appointment and were provided information about the bodies that currently do not require residency and/or voter registration. (Members of the Disability Advisory Committee and the Landlord Members of the Landlord Tenant Mediation Board are not required to be Culver City residents.)

In addition to the above requirements contained in the CCMC which apply to Commissions, the Committee on Homelessness Landlord-Tenant Mediation Board, LAX Area Advisory Committee and Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District have other eligibility requirements. The City Clerk's Office has reviewed the various applications for these bodies and confirmed the minimum eligibility requirements have been met.

DISCUSSION:

Following are summaries of those who submitted applications. Individuals marked by an asterisk (*) have applied for multiple bodies, those marked by a double asterisk (**) currently sit on a different body:

- 1. Civil Service Commission** – Two seats are available for appointment. Office No. 4, currently held by Vicki Daly Redholtz, expires on June 30, 2015. Ms. Daly Redholtz has served one term and is eligible for term re-appointment. Office No. 5, currently held by Dan Gallagher, also expires on June 30, 2015. Mr. Gallagher has served two terms on the Commission and is not eligible for re-appointment at this time. A total of eight (8) people submitted applications:

Vicki Daly Redholtz
Jay Garacochea*
Marcus Huntley*
Bernard Leichter
Vincent Motyl
Vernon Rosado*
Peter Stern

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Jamie Wright*

- 2. Cultural Affairs Commission** – One seat is available for appointment. Office No. 4, currently held by Marla Koosed, expires on June 30, 2015. Ms. Koosed has served two terms on the Commission and is not eligible for re-appointment at this time.

A total of eight (8) people submitted applications:

Ron Bassilian*
Amy Cherness
Richard Cherry Jr.
Erin Dick
Janet Hoult **
Arthur Litman*
William Rickards*
Connie Seidman

** Please note, Dr. Hoult is currently a member of the Disability Advisory Committee.

- 3. Parks, Recreation, and Community Services Commission** – One seat is available for appointment. Office No. 2, currently held by Scott Zeidman, expires on June 30, 2015. Mr. Zeidman was appointed in April 2014 to fill an unexpired partial term of two years or less. Commissioner Zeidman is eligible for re-appointment to a full term beginning in July 2015 and would be further eligible to be re-appointed to a second full term upon the expiration of the first full term per Section 3.03.015.A of the Culver City Municipal Code.

A total of eight (8) people submitted applications:

Jay Garacochea*
Marcus Huntley*
John Larson*
William Rickards*
Vernon Rosado*
Eric Spies
Jamie Wright*
Scott Zeidman

- 4. Planning Commission** – One seat is available for appointment. Office No. 1, currently held by Linda Smith Frost, expires on June 30, 2015. Ms. Smith Frost has served two full terms on the Commission and is not eligible for re-appointment at this time.

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A total of eleven (11) people submitted applications:

Ron Bassilian*
Renee Bayley
Natalie Bergman
Daren Brabham
Raul Gonzalez*
Marcus Huntley*
Marla Koosed
John Larson*
Edward Ogosta
Andrew Reilman
Deborah Wallace

- 5. Committee on Homelessness** – Four seats are available for appointment. Office No. 3, formerly held by Christopher Patrick King until his resignation from the Committee, and Offices No. 4, 5, and 7, which are currently vacant, are available for appointment.

Offices No. 3, 5, and 7 are for three-year, unexpired terms ending June 30, 2017, and Office No. 4 is for an unexpired, four-year term ending June 30, 2016.

A total of fourteen (14) people submitted applications:

Kemal Cilengir
Harden Fisch
Kimberly Gibson
Nancy Goldberg
Marcus Huntley*
Larry Kaufman
John Larson*
Sharlene London
Fred Puza
Jeffrey Reynolds
Paul Taylor
Andrew Thomas
Albert Vera*
Leonardo Wilborn*

Note: Ms. Goldberg is currently an elected member of the Board of Education of the Culver City Unified School District.

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6. Disability Advisory Committee - Please note that there are no term limits and no residency requirements for the Disability Advisory Committee.

Three seats are available for appointment. Office No. 3, currently held by N. John Hasegawa, Office No. 8, currently held by Marcy Sookne, and Office No. 9, currently held by Susan Osborne, will expire on June 30, 2015. Mr. Hasegawa filled an unexpired partial term beginning February 2015. Ms. Osborne was appointed to an unexpired term beginning in November 2014. Ms. Sookne will have completed her first four-year term. All three are eligible for re-appointment.

A total of seven (7) people submitted applications:

M. Hope Aguilar
Laurence Hadjas
N. John Hasegawa
Mel Mecham
Susan Osborne
Marcy Sookne
Vernon Taylor

7. Landlord-Tenant Mediation Board (LTMB) – The City Council approved updated Bylaws for the LTMB at the Regular Meeting of the City Council held on May 11, 2015. At that meeting, it was determined that there would be no more alternate positions on the Board. The former alternate representatives have either submitted a new application or staff has included the most recent application provided when the City Council appointed that alternate member. The City Council may consider the former alternate members for appointment to the newly redefined member seats. Please note that there are no term limits for the LTMB.

Given the desire to stagger terms in a reasonable way, staff is proposing initial terms for some newly appointed members to be less than a full four year term. The end result would be the terms of one member from each category ending each year.

Tenant Member – Two seats are available for appointment as Tenant Member

A total of three (3) people submitted applications:

Shireen Daytona
Julieanna Thompson
Elizabeth Voncannon

The Bylaws of the LTMB state: "Tenant Members shall be tenants of residential rental property located within the City of Culver City, and neither the applicant nor the

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applicant's spouse or dependents shall have any financial interest in residential income-producing property in Culver City."

Landlord Member – Two seats are available for appointment as Landlord Member

A total of six (6) people submitted applications:

Debbie Baker
Ron Bassilian*
Elizabeth Pollock
Nancy Tkachenko
Olga Vaysberg
Albert Vera*

The Bylaws of the LTMB state: "Landlord Members shall own, manage or have a residential income property interest(s) within the City of Culver City, and shall preferably be residents of the City of Culver City."

Member-at-Large Member – Three (3) Member-at-Large positions are available.

A total of two (2) people submitted applications:

Leonardo Wilborn*
Kenneth Rothschild

The Bylaws of the LTMB state: "Members-at-Large shall be residents of the City of Culver City. Members-at-Large shall neither be tenants within the City of Culver City, nor shall they own or have an ownership interest in any residential income-producing property in the City of Culver City. Furthermore, preferably, neither Members-at-Large nor their spouse or dependents shall have any direct business or financial relationship with either landlords or property managers within the City of Culver City."

Any positions not filled by the City Council this evening will be advertised again during the next annual cycle.

8. LAX Area Advisory Committee

With the resignation of June Lehrman, there is one seat available on the LAX Area Advisory Committee. The unexpired term will be through June 30, 2018.

A total of six (6) people submitted applications:

Raul Gonzalez*
Marcus Huntley*
John Larson*

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Schenae Rourk*
Albert Vera*
John Wahlert

9. Finance Advisory Committee (FAC) – Historical Update (City Council is not requested to take any action on appointments to the FAC).

The City Council approved two members for the Staff Level Bargaining Group seat and two members for the Management Level Bargaining Group seat last year.

Staff Level Bargaining Group: The rotation for the staff level bargaining group began with the Culver City Employees Association (CCEA) when the FAC was first formed, and rotated to the Culver City Firefighters (CCFFA) for 2014-2016. Firefighter Mauricio Blanco was appointed for the first half of the rotation (July 1, 2014 – June 30, 2015) and Firefighter Bryan Sua was appointed for the second half of the two-year appointment. He will take office on July 1, 2015 for one year. The Culver City Police Officers Association (CCPOA) will recommend their appointee for their two-year rotation for 2016-2018 next year.

Management Level Bargaining Group Seat: The rotation for the Management Level Bargaining group seat began with the Culver City Police Management Group (CCPM) and then rotated to the Culver City Management Group (CCMG) for 2014-2016. Joe Susca was appointed for the first half of the rotation (July 1-2014-June 30, 2015) and Jane Leonard was appointed for the second half of the two-year appointment. She will take office on July 1, 2015 for one year. The Culver City Fire Management Group (CCFG) will recommend their appointee for their two-year rotation for 2016-2018 next year.

City's Representative to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District

On May 12, 2014, the City Council re-appointed Elena Sweda Neff as the City's as the City's Representative on the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District for a two year term expiring on December 31, 2016. Earlier this year, the City Clerk's Office received an anonymous complaint alleging Ms. Sweda Neff no longer resided in the City causing her to no longer be eligible to hold office as the City's Representative. Despite several requests, Ms. Sweda Neff has not provided the proof of residency requested by the City Clerk.

Staff is requesting direction from the City Council on this matter.

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Reproduction of the applications and supplemental materials would create a document in excess of 500 pages. To conserve resources, the applications and supplemental materials are available for public inspection in the City Clerk's Office and will be provided upon request.

FISCAL ANALYSIS:

Costs for advertising the vacancies totaled approximately \$1,240. For new appointees to the Landlord-Tenant Mediation Board, there will be 30 hours of professional mediation training at a cost of \$625 each. All new applicants also must complete AB 1234 Ethics and Brown Act training. These costs would be absorbed in existing budget appropriations.

ATTACHMENTS:

1. List of All Applicants by Body

MOTION:

That the City Council:

B. Make appointments as desired:

1. Appoint _____ to Office No. 4 and _____ to Office No. 5 of the Civil Service Commission for four-year terms expiring June 30, 2019.
2. Appoint _____ to Office No. 4 of the Cultural Affairs Commission for a four year term expiring June 30, 2019.
3. Appoint _____ to Office No. 2 of the Parks, Recreation, and Community Services Commission for a four year term expiring June 30, 2019.
4. Appoint/reappoint _____ to Office No. 1 of the Planning Commission for a four year term expiring June 30, 2019.
5. Appoint/reappoint _____ to fill Offices No. 3, 5, and 7 of the Committee on Homelessness for three year, unexpired terms expiring June 30, 2017 and appoint _____ to fill Office No. 4 for an unexpired term expiring June 30, 2016.

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6. Appoint _____ to fill Offices No. 3, 8 and 9 to the Disability Advisory Committee for four year terms expiring June 30, 2019.
7. Appoint _____ and _____ to fill two Tenant Representative offices for terms ending on June 30, 2018 and June 30, 2019, respectively;
8. Appoint _____ and _____ to fill two Landlord Representative offices for terms ending on June 30, 2018 and June 30, 2019, respectively;
9. Appoint _____, _____ and _____ to fill two of the three Member-at-Large Representative positions on the Landlord-Tenant Mediation Board for terms ending June 30, 2017, June 30, 2018, and June 30, 2019, respectively; and,
10. Concur that the City Clerk's Office will advertise for any vacancies not filled this evening during the next annual application period.
11. Appoint _____ to the LAX Area Advisory Board to an unexpired term ending June 30, 2018.; and
12. Provide direction with respect to the City's Representative to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District.