



# City of Culver City

## Staff Report

File #: 20-473, Version: 1

Item #: A-2

**CSC - Discussion of (1) Recommendation from the City Council Ad Hoc 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 Residents who are Not Registered Voters, and Minors Age 16+, and (2) Proposed Changes to the City Policy Regarding Commissions, Committees and Boards Pertaining to Childcare and Training of Appointed Officials; and Provide any Feedback to City Staff.**

**Meeting Date:** December 4, 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

**Public Notification:** (Email) Meeting and Agenda (11/27/19); (Email) All City Staff (11/27/19)

**Department Approval:** Serena Wright-Black, Assistant City Manager (11/4/2019)

### **RECOMMENDATION**

That the Civil Service Commission discuss and provide feedback regarding: (1) a recommendation from the City Council Ad Hoc 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 residents who are not registered voters and minors age 16 and over to City Commissions; and (2) proposed changes to the City Policy regarding 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 residents who are not registered voters and minors over age 16 to be eligible for appointment to City commissions. Additionally, the City Council Ad Hoc Equity Subcommittee is recommending adding language to Chapter 3.03, that it is the policy of the City Council that each commission ensures that its programs,

policies and activities provide equal access and opportunities to all persons.

### Eligibility Requirements

The current language of CCMC in reference to eligibility requirements 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)

On October 12, 2019, Governor Gavin Newsome signed into legislation Senate Bill 225, allowing all California residents, regardless of citizenship or immigration status, to be considered for appointment on commissions, boards and committees. Removing the requirement that Commissioners must be registered voters allows City residents to apply for Commission appointments, regardless of their immigration status or citizenship status. The Ad Hoc Subcommittee is also recommending that residents who are at least 16 years old be eligible to apply for Commission appointments.

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.

### 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 and policy changes. Staff will present all feedback to City Council at the December 9, 2019 City Council meeting.

### **FISCAL ANALYSIS**

No fiscal impact associated with this discussion item.

### **ATTACHMENTS**

1. 2019-12-04 - ATT 1 - City Council Policy Statement: City Commissions, Boards and Committees

### **MOTION**

That the Civil Service 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 residents who are not registered voters, and minors age 16 and over to City Commissions; and

(2) proposed changes to the City Policy regarding Commissions, Committees and Boards pertaining to childcare and training of appointed officials.