



City of Culver City

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Staff Report

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Item #: A-3.

CC - (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; Fiesta La Ballona Committee; Landlord-Tenant Mediation Board; LAX Area Advisory Committee; Finance Advisory Committee; Bicycle and Pedestrian Advisory Committee and Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District.

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Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☒ No ☐

Public Hearing: ☐

Action Item: ☒

Attachments: Yes ☒ No ☐

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

Public Notification: (E-Mail) Meetings and Agendas - City Council (06/08/16); Applicants (06/08/16.)

Department Approval: Serena Wright, Human Resources Director (06/07/16)

RECOMMENDATION

Staff recommends the City Council 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; Fiesta La Ballona Committee; Landlord-Tenant Mediation Board; LAX Area Advisory Committee; Finance Advisory Committee; Bicycle and Pedestrian Advisory Committee; and Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District.

BACKGROUND

Beginning on April 26, 2016 the City Clerk's Office posted the following items on the City's website: an online application using the Granicus Boards and Commission software system; the advertisement of the seats available on the home page of the City's website; and a link to the commissions, committees and boards ("CCBs") informational pages.

In this application cycle, there are a total of 31 openings across 12 bodies as follows: new Bicycle

and Pedestrian Advisory Committee (6 representatives comprised of 3 Members-at-Large Residents, 1 Senior Citizen Resident, 1 Disability Representative Resident, and 1 Local Business Owner); the Civil Service Commission (1); Committee on Homelessness (3); Cultural Affairs Commission (2); Disability Advisory Committee (4); Finance Advisory Committee (4); Fiesta La Ballona Committee (4); Landlord-Tenant Mediation Board (1 Tenant, 1 Landlord, and 1 Member-at-Large); Planning Commission (1); LAX Area Advisory Committee (1); West Los Angeles Vector Control Board (1); and Parks, Recreation and Community Services Commission (1).

Public Notification

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 April 28, May 5, May 12, 19, 2016.
- Notice was posted on the City's website starting on April 26, 2016.
- Notice was sent via e-mail through *GovDelivery* on April 26 and 27 and May 12 and 20, 2016.
- E-mails 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 reviewed applications to confirm that applicants represented that they 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 seeking appointment to Commissions. CCMC Section 3.03.005 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 seat 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."

CCMC Section 3.03.015 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.

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 or phone calls from the City Clerk's Office that indicated that they were not eligible for appointment.

In addition to the above Commission requirements contained in the CCMC, 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 that the applications indicate that the minimum eligibility requirements have been met.

Please note that Members of the Disability Advisory Committee, certain members of the new Bicycle and Pedestrian Advisory Committee and the Landlord Members of the Landlord -Tenant Mediation Board are not required to be Culver City residents.

Any seats not filled by the City Council this evening will be advertised again during the next annual cycle, unless City Council determines otherwise.

DISCUSSION:

Following are summaries of those who submitted applications. Individuals marked by an asterisk (*) have applied for multiple bodies, those marked with an # attended a special City Council meeting on May 31st, which was scheduled for interviews of potential candidates.

Civil Service Commission (CSC) - One seat is available for appointment. Seat No. 3, currently held by Richard Ochoa, expires on June 30, 2016. Mr. Ochoa has served two terms and is not eligible for reappointment.

A total of two (2) people submitted applications:

Albert Vera #

Carrie Karney *

Cultural Affairs Commission (CAC) - Two seats are available for appointment. Seat No. 5, currently held by Regina Klein, expires on June 30, 2016. Ms. Klein has served one term on the Commission and has determined to not apply for reappointment. Thomas Small, who held Seat No. 2, was elected to the City Council, leaving his seat available. His term ends on June 30, 2018 and the person appointed to Seat No. 2 will complete this partial term of two years.

A total of twelve (12) people submitted applications:

Amanda Greene #

Andrew Leist #

Brenda G Williams #

Carolyn Strauss *#

Daniel Lee *#

Denice Renteria #

Jeannine Wisnosky Stehlin #
Jill Vesci #
Sean Finn #
Zoltan Pali #
Carrie Karney *
Robert Combs

Parks, Recreation, and Community Services Commission (PRCSC) - One seat is available for appointment. Seat No. 1, currently held by William Rickards, expires on June 30, 2016. Mr. Rickards was appointed in February 2016 to fill an unexpired partial term of two years or less. Commissioner Rickards is eligible for re-appointment to a full term beginning in July 2016 per CCMC Section 3.03.015.A.

A total of three (3) people submitted applications:

William Rickards (incumbent) #
Carrie Karney *
Rocio Alvarez #

Planning Commission (PC) - One seat is available for appointment. Seat No. 4, currently held by Kevin Lachoff, expires on June 30, 2016. Mr. Lachoff has served one full term on the Commission and is eligible for re-appointment to a second term.

A total of ten (10) people submitted applications:

Kevin Lachoff (incumbent) #
Andrew Reilman #
Schenae Rourk *#
Kristen Torres Pawling *#
Michelle Playford #
Peter Capone-Newton *#
Renee Bayley #
Goli Sabet
Carrie Karney*
Karyn Laitis*

Committee on Homelessness (CoH) - Three seats are available for appointment. Seat No. 1, currently held by Ira Diamond, expires on June 30, 2016. Mr. Diamond has served one full 4-year term on the Committee and is eligible for re-appointment to a second term. Seat No. 6, currently held by Deborah Wallace, expires on June 30, 2016. Ms. Wallace has served one full four year term on the Committee and is eligible for re-appointment to a second term. Seat No.4, held by Paul Taylor expires on June 30, 2016. Mr. Taylor was appointed in July 2015 to fill an unexpired partial four-year term ending on June 30, 2016 and has determined to not apply for reappointment.

A total of nine (9) people submitted applications:

Ira Diamond (incumbent) #
Deborah Wallace (incumbent) #

Deborah Weinrauch #
Jennifer Chen #
Peter Capone-Newton *#
Karlo Silbiger #
Larry Loughlin
Mark Birnbaum sent email response
Karen Coyle

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

Four seats are available for appointment. Seat No. 7, currently held by Bob Montgomery, Seat No. 4, currently held by Alexander Lee, Seat No. 6, currently held by Janet Cameron Hoult, and Seat No. 2, currently held by Barbara Effros-Schwartz, will expire on June 30, 2016. Mr. Lee did not reapply. Dr. Hoult, Mr. Montgomery, and Ms. Effros-Schwartz have submitted applications to be considered for reappointment.

A total of seven (7) people submitted applications:

Robert Montgomery (incumbent) #
Barbara Effros-Schwartz (incumbent) (Late) #
Janet Cameron Hoult (incumbent) #
Khin Khin Gyi #
Ko Ko Naing (Late) #
Nardina Owens
Dawn Mills

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 seats on the Board and that there would be four members per type of seat. Please note that there are no term limits for the LTMB.

Tenant Member - One seat is available for appointment. This seat is currently held by Taria Lewis, who is eligible for reappointment.

A total of four (4) people submitted applications:

Taria Lewis (incumbent) #
Matthew Baker #
Justin Hollingsworth
Jaele Davis

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

Landlord Member - One seat is available for appointment. This seat is currently held by Justin Lescoulie, who is eligible for reappointment.

Only one (1) person submitted an application:

Justin Lescoulie (incumbent)

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 - One seat is available for appointment. This seat is currently held by Michael Berlin, who is eligible for reappointment.

A total of six (6) people submitted applications:

Michael Berlin (incumbent)

Karyn Laitis *

Annette Morasch #

Matthew Brown #

Rhonda Wolf Koss #

Keith George #

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."

8. LAX Area Advisory Committee (LAXAAC)

With the passing of Mr. Michel Chaghouri, Representative Seat #2 is available on the LAX Area Advisory Committee. The unexpired term will be through June 30, 2018.

A total of three (3) people submitted applications:

Frank Dolce #

Schenae Rourk *#

Sandar Win *# (left written comments)

9. Fiesta La Ballona Committee (FLBC) - Four seats are available for appointment. Seats No. 1, 2, 3 and 4, expire on June 30, 2016 and are available for appointment. Ronnie Jayne (currently Seat No. 2) and Marcus Tiggs (currently Seat No. 4), have applied for reappointment. Neither Randy Arizmendiz (currently Seat No. 1) nor Karen Gibbs (currently Seat No. 3) submitted applications for reappointment.

A total of three (3) people submitted applications (for 4 seats):

Ronnie Jayne #

Marcus Tiggs
Carrie Karney *

10. Finance Advisory Committee (FAC) - Four seats are available for appointment: 2 resident seats and 2 business seats. Crystal Alexander (Seat No. 1) and Alejandro Lara (Seat No. 2) have completed their first term and are eligible for a second term as resident members. Göran Eriksson, who held Seat No. 4 was elected to City Council, leaving his business seat available. Richard Hibbs (Seat No. 5), who had completed his first term and was eligible for another has determined to not apply for reappointment to his business seat.

A total of eight (8) people submitted applications:

Crystal Alexander (incumbent Resident) (Sent email response)
Alejandro Lara (incumbent Resident) #
Vivek Tauh # (Applied for Resident Seat)
Schenae' Rourk *# (Applied for Resident Seat)
Jose Casarez # (Applied for both Business and Resident Seat)
Michael Hamill # (Applied for Resident Seat)
Karan Dhillon (Applied for Resident Seat)
Gustavo Rendon (Applied for both Business and Resident Seat)

There are also 2 seats for bargaining groups that were to expire on June 30, 2016. The FAC has requested that this date be extended to June 30, 2017.

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, split term appointments were granted at the request of the bargaining unit due to concerns of employees' time commitment. Firefighter Mauricio Blanco was appointed for the first half of the CCFFA rotation (July 1, 2014 - June 30, 2015) and Firefighter Bryan Sua was appointed for the second half of the two-year appointment (July 1, 2015 - June 30, 2016).

Management Level Bargaining Group: The rotation for the Management Level Bargaining group seat began with the Culver City Police Management Group (CCPMG) and then rotated to the Culver City Management Group (CCMG). For 2014-2016, split term appointments were granted at the request of the bargaining unit due to concerns of employees' time commitment. 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 (July 1, 2015 - June 30, 2016).

The FAC has expressed concern with split terms due to already shortened staff level bargaining group terms per FAC bylaws at two years rather than four, which are further abbreviated with this practice. One-year appointments have created an accelerated turnover at the point where the appointees are at the height of the adjustment period. Rather, the FAC has resolved that term splits should be discontinued for future employee bargaining group seats to the Committee.

At the FAC Meeting on April 13, 2016, it was requested that Members Leonard and Sua confer with their bargaining groups on the potential of extending their terms by another year for continuity. This recommendation has been approved by management level representatives from CCMG, CCPMG and CCFFMG and by the staff level representatives CCFFA, CCPOA and CCEA.

The Culver City Fire Management Group (CCFMG) will recommend their appointee for their two-year rotation beginning 2017-2019 next year and the Culver City Police Officers Association (CCPOA) will recommend their appointee for their two-year rotation beginning 2017-2019 next year.

The FAC intends to receive the report from the staff and management level bargaining groups and formalize its recommendation at the upcoming meeting on June 8, 2016.

11. Bicycle and Pedestrian Advisory Committee (BPAC) - This is a new committee comprised of nine (9) members to provide input and participate in planning for City bicycle and pedestrian projects. The BPAC is intended to serve as another vehicle for the public to provide input and to help in the effort of keeping the community engaged and informed of currently budgeted and future projects.

Applications were accepted for the following six seats:

Five (5) City Residents as follows: Three (3) Members at Large (two initial three-year terms and one initial two-year term), One (1) Senior Citizen (A person who has reached the age of 65 for an initial two-year term), and One (1) Disability Representative (initial three -year term.)

One (1) Culver City Local Business Owner (initial two -year term) - Members from this group are required to have a “brick and mortar” (a physical retail, commercial, or industrial business presence) in the City, and have a minimum of three employees. Members from this group are not required to be a resident of Culver City. Home-based business owners are not eligible for this category, but may apply for the City resident category.

A total of twenty-one (21) people submitted applications for the resident Seats:

Allen Lulu #
Andrew Leist *
Brent Jacobsen #
Brian Doherty
Connie Seidman *#
Daniel Lee *#
David Bergman #
David Coles #
Joel Falter #
Kristen Torres Pawling *#
Patricia Bijvoet #
Peter Capone-Newton *#
Renee Tan #
Robert McNamara #
Sandar Win* (left written comments)
Schenae' Rourk *#
Sharon Eisenberg #
William Winter #
Alice Bisno #
David Hauptman
Michelle Weiner #

Michelle Weiner specifically applied for the Resident - Senior Citizen seat. Alice Bisno qualifies for the Resident - Senior Member seat and wishes to be considered for both this and the Member at Large seat. No applications were received specifically for the Resident - ADA or Business Seats.

In addition to the above seats, there are three additional BPAC seats which are selected by outside groups for appointment by the City Council.

Two (2) Culver City Unified School District (CCUSD) representatives as follows: One (1) CCUSD Representative (initial three-year term) - Members from this group are not required to be residents of Culver City; One (1) High School Student (initial two-year term) - The student will be nominated by the Culver City Unified School District (by either the Board of Education or the Superintendent's Seat, as determined by the CCUSD).

CCUSD has selected their Security Supervisor Ted Ronchetti for the CCUSD seat and requests that the High School Student seat remain open until the start of school in the fall. City Council has the option of appointing in advance, whoever is selected by CCUSD in the fall or may direct that the recommended name be brought back for consideration.

The Culver City Chamber of Commerce (Chamber) selects one Chamber representative (initial three-year term). Members from this group are not required to be a resident of Culver City.

This year the Chamber has selected Dane Twichell to be appointed to the BPAC.

In the case any category that does not yield applicant(s)/nominee(s), the City Council may appoint other applicants to those seats.

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

At the 8/24/2015 meeting, City Council appointed Jay Garacochea to complete the unexpired two-year term as Culver City's representative. This seat expires on December 31, 2016. The incumbent applied as the only applicant for this seat.

Please note that 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 must also 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:

Make the following appointments as desired:

1. Appoint _____ to Seat No. 3 of the Civil Service Commission for a four-year term expiring June 30, 2020.
2. Appoint _____ to Seat No. 5 of the Cultural Affairs Commission for a four year term expiring June 30, 2020 and appoint _____ to fill the unexpired term for Seat No. 2, expiring June 30, 2018.
3. Appoint/reappoint _____ to Seat No. 1 of the Parks, Recreation, and Community Services Commission for a four year term expiring June 30, 2020.
4. Appoint/reappoint _____ to Seat No. 4 of the Planning Commission for a four year term expiring June 30, 2020.
5. Appoint/reappoint _____ to Seat No. 1, appoint/reappoint _____ to Seat No. 6, and appoint _____ to Seat No. 4, of the Committee on Homelessness for four year terms expiring June 30, 2020.
6. Appoint _____, _____, and _____ to fill Seats No. 2, 4, 6 and 7 to the Disability Advisory Committee for four year terms expiring June 30, 2020.
7. Appoint/reappoint _____ to fill Tenant Representative seat No. 1 of the Landlord Tenant Mediation Board for term ending June 30, 2020;
8. Appoint/reappoint _____ to fill Landlord Representative seat No. 1 of the Landlord Tenant Mediation Board for term ending June 30, 2020;
9. Appoint/reappoint _____ to fill Member-at-Large Representative seat No. 1 of the Landlord Tenant Mediation Board for term ending June 30, 2020;
10. Appoint _____ to the LAX Area Advisory Board to fill the unexpired term of the vacated third seat, expiring June 30, 2018;
11. Appoint/reappoint _____, _____, and _____ to Seats No. 1, 2, 3, and 4 of the Fiesta La Ballona Committee
12. Appoint/reappoint _____ and _____ to Seats No 1 and 2 (resident seats), respectively and appoint _____ and _____ to Seats 4 and 5 (business seats)

of the Finance Advisory Committee for terms ending June 30, 2020; and extend the term length of appointed bargaining group members Bryan Sua and Jane Leonard by one year to end on June 30, 2017 to fulfill the request by the Finance Advisory Committee to allow a full two year term for the bargaining seat members;

13. Appoint _____, _____, _____ to Resident Seats (No. 1, 2, and 3), _____ to Resident Senior Seat No 4, _____ to Resident- ADA (seat No. 5), _____ to Business Seat (No. 6); appoint Dale Twichell to the Chamber of Commerce seat (Seat #9); appoint Ted Ronchetti to the CCUSD Seat (7) and provide direction to the City Manager regarding CCUSD Student Seat (No. 8);
14. Reappoint _____ as the City's Representative to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District for a term from January 1, 2017 - December 31, 2017;
15. Direct the City Clerk's Office to advertise for any vacancies not filled this evening during the next annual application period or provide other direction as deemed appropriate.