



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report

---

**File #:** 16-1104, **Version:** 1

**Item #:** A-3.

---

**CC - (1) Appointments and/or Reappointments to the Civil Service Commission; Committee on Homelessness; Cultural Affairs Commission; Fiesta La Ballona; Landlord Tenant Mediation Board; Los Angeles Airport Area Advisory Committee; Parks, Recreation and Community Services Commission; Planning Commission; and Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District.**

**Meeting Date:** June 12, 2017

**Contact Person/Dept:** Yohana Coronel and Jeremy Green/City Clerk's Office

**Phone Number:** (310) 253-5851

**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐

**Action Item:** ☒

**Attachments:** Yes ☒ No ☐

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

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (06/07/17); Applicants (06/07/16.)

**Department Approval:** Serena Wright, Administrative Services Director (06/05/17)

---

### **RECOMMENDATION**

Staff recommends the City Council appoint and/or reappoint members to the Civil Service Commission; Committee on Homelessness; Cultural Affairs Commission; Fiesta La Ballona Committee; Landlord-Tenant Mediation Board; LAX Area Advisory Committee; Parks, Recreation and Community Services Commission; Planning Commission; and Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District.

### **BACKGROUND**

On April 6, 2017, 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 19 openings across 9 bodies as follows: Civil Service Commission (1) ; Committee on Homelessness (4) ; Cultural Affairs Commission (3) ; Fiesta La Ballona Committee (1) ; Landlord-Tenant Mediation Board (1 Tenant, 2 Landlord, and 1 Member-at-Large); Los Angeles Airport (LAX) Area Advisory Committee (1); Parks, Recreation and Community Services Commission (2) ; Planning Commission (2); and Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District (1).

### ***Public Notification***

In order to publicize the vacancies on the various CCBs, the City Clerk's Office took the following steps:

- Advertisements were published in the Culver City News on April 06, April 20, May 04, 18, 2017.
- Notice was posted on the City's website starting on April 06, 2017.
- Notice was sent via e-mail through *GovDelivery* on April 06 and 20 and May 04 and 18, 2017.
- Notice was posted on the new social media application Nextdoor on May 19, 2017.
- E-mails were sent to CCB members who were eligible to apply for reappointment.
- Emails were sent to former applicants.

### ***Confirmation of Eligibility Requirements***

Upon receipt, the City Clerk's Office reviewed each application 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."

Also, 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.”

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. For example, the Landlord Members of the Landlord -Tenant Mediation Board are not required to be Culver City residents.

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.

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 (L) submitted a late application. Please note that Lara Embry withdrew her application on June 6, 2017 just before the Special City Council Meeting convened for the purpose of conducting interviews of the applicants.

**Civil Service Commission (CSC)** - One seat is available for appointment. Seat No. 2, currently held by Darryl Cherness, expires on June 30, 2017. Darryl Cherness has served one term and is eligible for reappointment.

A total of four (4) people submitted applications:

Darryl Cherness (incumbent)  
Joshua Samuels  
John Hasegawa\*  
Mike Hale\*

**Cultural Affairs Commission (CAC)** - Three seats are available for appointment. Seat No. 1, currently held by John B. Williams who served a partial term and a full term and is eligible for a third term but has determined not to apply for reappointment. Seat No. 2, currently held by Len Dickter, who served a partial term which expires on June 30, 2017, is eligible for an additional two terms. Seat No. 4, is held by Rich Cherry who will be leaving the CAC at the end of June. His term ends on June 30, 2019, the person appointed to Seat No. 4 will complete this partial term of two years.

A total of fourteen (14) people submitted applications:

Leonard Dickter (incumbent)  
Patricia Daza-Luu  
Kim Mitchell  
Ben Patterson\*  
Tania Fleischer

John Hasegawa\*  
Malena Dobal-Parra  
Brenda G Williams  
Arnecia Williams\*  
Melissa Sanders  
Judith Martin-Straw  
Jennie Kung\*  
Lila Swenson\*  
Sehnita Joshua Mattison\*

**Parks, Recreation, and Community Services Commission (PRCSC)** - Two seats are available for appointment. Seat No. 5, currently held by Scott Garland, expires on June 30, 2017. Seat No. 4, currently held by Laura Stuart, expires June 30, 2017. Scott Garland was appointed in July 2014 and did not submit an application for another four year term. Laura Stuart has served two terms and is not eligible for reappointment.

A total of eight (8) people submitted applications:

John Hasegawa\*  
Palvi Mohammed  
Elizabeth Oxley  
Eric Spies  
Paula Amezola  
Keivan Hassan\*(L)  
Sehnita Joshua Mattison\*  
Philip McCabe

**Planning Commission (PC)** - Two seats are available for appointment. Seat No. 2, which is currently held by David Vancannon, expires on June 30, 2017. David Vancannon has served one full term on the Commission and is eligible for re-appointment to a second term. Seat No. 3, which was held by Scott Wyant, would have expired on June 30, 2017.

A total of eighteen (18) people submitted applications:

David Vancannon (incumbent)  
Anthony Pleskow  
Andrew Reilman  
Ron Schafer  
Bogdan Tomalevski  
John Hasegawa\*  
Mike Hale\*  
Daren Brabham  
Khin Khin Gyi  
Ken Mand  
Melissa Sanders  
Peter Capone-Newton\*  
Jennie Kung\*  
Howard Kung

Keivan Hassan\*(L)  
Sehnita Joshua Mattison\*  
Schenae Rourk\*  
Alfonzo Wilson

**Committee on Homelessness (CoH)** - Four seats are available for appointment. Seat No. 2, currently held by Evlynne Householder, expires on June 30, 2017. Evlynne Householder has served two full 3-year terms on the Committee and is not eligible for re-appointment. Seat No. 3, currently held by Alex Fisch, expires on June 30, 2017. Mr. Fisch completed more than half of the three-year term to which he was appointed to in July 2015 and is eligible for re-appointment to a second three year term. Seat No. 5, held by Kim Gibson expires on June 30, 2017. Ms. Gibson completed more than half of the three-year term to which he was appointed to in July 2015 and is eligible for re-appointment to a second three year term. Seat No. 7, currently held by Freddy Puza expires on June 30, 2017. Mr. Puza completed more than half of the three-year term to which he was appointed to in July 2015 and is eligible for re-appointment to a second three year term.

A total of twelve (12) people submitted applications:

Alex Fisch (incumbent)  
Kim Gibson (incumbent)  
Fred Puza (incumbent)  
Mike Hale\*  
Palvi Mohammed\*  
Andrew Thomas  
Paula Amezola\*  
Peter Capone-Newton\*  
Elizabeth Hope Smith  
Vanessa Martin  
Jennie Kung\*  
Lila Swenson\*

**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 which changed the number of years in a term from three to four. Please note that there are no term limits for the LTMB.

**Tenant Member** - One seat is available for appointment for a full four year term beginning July 1, 2017. This seat, the term of which was to expire on June 30, 2017, was held by Kyle Jones until he moved out of the City limits and it is currently vacant.

A total of two (2) people submitted applications:

Tashon McKeithan\*  
Katy Krantz

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** - Two seats are available for appointment. Seat No. 2 is currently held by Judy Scott who is eligible for reappointment for a four year term. Seat No. 4 was held by Albert Vera who became a Civil Service Commissioner last year. This seat is currently vacant and will be filled for the incomplete term, which will end on June 30, 2019.

A total of three (3) people submitted applications:

Judy Scott (incumbent)  
Gary Duboff  
Kelli Estes

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 Olga Vaysberg, who is eligible for reappointment for a four year term.

A total of seven (7) people submitted applications:

Olga Vaysberg (incumbent)  
Philip McCabe  
Michelle Playford  
Mike Hale\*  
Palvi Mohammed\*  
Rhonda Koss  
Lila Swenson\*

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."

**LAX Area Advisory Committee (LAXAAC)** - Frank Dolce was appointed to represent Culver City on this outside board to serve an unexpired term through June 30, 2018. City Clerk's Office received an email from Mr. Dolce stating his need to retire and the appointment made at this evening's meeting will be for the unexpired term through June 30, 2018.

Six (6) people originally submitted applications, however one person has since withdrawn their application. There are now a total of five (5) applicants:

Schenae Rourk\*  
Mike Hale\*  
Arnecia Williams\*  
Jennie Kung\*  
Stephen Murray\*(L)

**Fiesta La Ballona Committee (FLBC)** - Fiesta La Ballona is an annual event that occurs annually at the end of August. Fiesta La Ballona terms begin in November and end in October. There is currently a vacancy for Seat No. 1, which was not filled during the 2016 application process. The appointment will be to complete a four-year term that would have begun on November 1, 2016.

A total of three (3) people submitted applications:

Lois Rubin  
Sky Schear  
Tashon McKeithan\*

**City's Representative to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District (Vector Board)** - There is only one seat for this board. It is currently held by Jay Garacochea and expires on December 31, 2017.

A total of two (2) people submitted applications

Jay Garacochea (incumbent)  
Ben Patterson\*

**Please note that reproduction of the applications and supplemental materials would create a document in excess of 500 pages. To conserve resources, hard copies of the applications and supplemental materials are available for public inspection in the City Clerk's Office and will be provided upon request. Redacted applications are also available for viewing as part of the Meeting Agenda documents.**

### **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/reappoint \_\_\_\_\_ to Seat No. 2 of the Civil Service Commission for a four-

year term expiring June 30, 2021.

2. Appoint \_\_\_\_\_ to Seat No. 1 of the Cultural Affairs Commission for a four year term expiring June 30, 2021, appoint \_\_\_\_\_ to Seat No. 2 of the Cultural Affairs Commission for a four year term expiring June 30, 2021, and appoint \_\_\_\_\_ to fill the unexpired term for Seat No. 4, expiring June 30, 2019.
3. Appoint \_\_\_\_\_ to Seat No. 4 and \_\_\_\_\_ to Seat No. 5 of the Parks, Recreation and Community Services Commission, each for a four year term expiring June 30, 2021.
4. Appoint/reappoint \_\_\_\_\_ to Seat No. 2 of the Planning Commission for a four year term expiring June 30, 2021, and appoint \_\_\_\_\_ to Seat No. 3 of the Planning Commission for a four year term expiring June 30, 2021
5. Appoint \_\_\_\_\_ to Seat No. 2, appoint/reappoint \_\_\_\_\_ to Seat No. 3, appoint \_\_\_\_\_ to Seat No. 5, and appoint \_\_\_\_\_ to Seat No. 7, of the Committee on Homelessness for three year terms expiring June 30, 2020.
6. Appoint \_\_\_\_\_ to fill Tenant Representative Seat No. 2 of the Landlord Tenant Mediation Board for term ending June 30, 2021;
7. Appoint \_\_\_\_\_ to fill vacant Landlord Representative Seat No. 2 of the Landlord Tenant Mediation Board for a term ending June 30, 2021 and appoint \_\_\_\_\_ to fill Landlord Representative Seat No. 4 of the Landlord Tenant Mediation Board for the unexpired term ending June 30, 2019;
8. Appoint/reappoint \_\_\_\_\_ to fill Member-at-Large Representative seat No. 2 of the Landlord Tenant Mediation Board for term ending June 30, 2021;
9. Appoint \_\_\_\_\_ to the LAX Area Advisory Board to fill the unexpired term of the vacated third seat, expiring June 30, 2018;
10. Appoint \_\_\_\_\_ to fill vacant Seat No. 1, of the Fiesta La Ballona Committee to fill the unexpired term, expiring October 31, 2020.
11. Appoint/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, 2018 - December 31, 2018;
12. 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.