



City of Culver City

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Staff Report

File #: 18-0395, **Version:** 1

Item #: A-3.

CC - (1) Discussion Regarding Vacancies on the Civil Service Commission, Landlord-Tenant Mediation Board, Finance Advisory Committee, Fiesta La Ballona Committee, and LAX Area Advisory Committee; and (2) Direction to the City Clerk as Deemed Appropriate.

Meeting Date: October 23, 2017

Contact Person/Dept: Jeremy Green

Phone Number: (310) 253-5859

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 (10/18/17)

Department Approval: Serena Wright-Black, Administrative Services Director (10/10/17)

RECOMMENDATION:

Staff recommends the City Council (1) discuss the vacancies on the Civil Service Commission, Finance Advisory Committee, Landlord-Tenant Mediation Board, Fiesta La Ballona Committee, and LAX Noise Roundtable Committee; and (2) provide direction to the City Clerk as deemed appropriate.

BACKGROUND:

Vacancies have arisen on the Civil Service Commission, Finance Advisory Committee, Landlord-Tenant Mediation Board, Fiesta La Ballona Committee, and LAX Noise Roundtable Committee. Staff is requesting direction from the City Council on the issue of if/when/how to seek applicants for these vacancies.

Civil Service Commission Vacancy:

With the passing of Vince Motyl in September 2017, there is one seat available for an unexpired term, which ends on June 30, 2019.

Finance Advisory Committee:

Gus Rendon tendered notice of his resignation on June 14, 2017, just after the annual appointments were made on June 12, 2017. His seat is a “business community” seat and has an unexpired term ending June 30, 2020. Business Community members shall own or be the primary operator of a duly licensed business located within the City limits.

Landlord Tenant Mediation Board (LTMB) Tenant Position Vacancy:

During the 2017 application period, there was one vacant position that the City Council determined to not fill. 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. The available seat is for an unexpired term through June 30, 2021.

Fiesta La Ballona Committee:

Celeste Anlauf tendered her resignation on September 28, 2017, having served since November 1, 2014. Fiesta La Ballona committee terms begin and end on an unusual schedule to allow for participation in the preparation and wrap-up of each annual event in August. The available seat is for an unexpired term ending October 31, 2018.

Los Angeles International Airport Community Noise Roundtable:

At the June 12, 2017 City Council meeting, Stephen Murray was appointed to the LAX Area Advisory Board to fill the unexpired term of the vacated third seat, contingent on his resignation from the alternate seat on the Los Angeles International Airport Community Noise Roundtable. The available seat is for an outside board (not an official City body) which has an indefinite term.

DISCUSSION:

At the meeting where the appointments were made, City Council requested that staff contact the pool of applicants to consider interest in the then open LTMB (Tenant) and newly vacant Los Angeles International Airport Community Noise Roundtable seats. Several indicated interest in the positions.

Staff has identified several options for filling all of the identified vacancies for consideration by the City Council:

- (1) Take no action: If the City Council chooses to proceed in this manner, advertisement for these vacancies will be part of the next regular recruitment (advertising for which begins in late March 2017). City Council consideration of appointments is tentatively scheduled for the Regular Meeting of May 28, 2018.
- (2) Consider a pool of previous applicants: The City Council may wish to consider the 2015 pool of applicants who applied specifically to the body and were not appointed (***tailored pool***) or

consider the entire 2017 pool of eligible prior applicants from all bodies (***broad pool***). If either of these options are selected, the City Clerk's Office would contact eligible applicants to confirm they remain interested in being considered for the vacant position(s), and staff would return to the City Council with an item for consideration of appointments at a future meeting.

In the tailored pool there were three additional applicants for the Civil Service Commission vacancy, in addition to the incumbent Daryl Cherness, who was reappointed; two additional applicants for a different Fiesta La Ballona vacancy; and no additional applicants for the LTMB tenant position or the Los Angeles International Airport Community Noise Roundtable. In the broad pool, there are approximately 35-40 additional applicants who were not appointed (subject to confirmation of interest and qualifications).

- (3) Advertise vacancies: Direct the City Clerk to advertise for these vacancies immediately over the course of the next few months and bring back an item to City Council for consideration of appointments at an upcoming meeting.
- (4) Alternate direction: Determine to handle appointments in a different manner and direct the City Clerk as deemed appropriate.

Should the City Council select Option 3 for any of the vacancies, staff requests direction on how vacancies will be advertised, whether in a newspaper publication, which has a cost associated with it, and/or electronically through the City's website, email notifications, and other external social media sites.

FISCAL ANALYSIS:

Costs for advertising the vacancies in the newspaper is approximately \$1,050. Sufficient funding is available in the City Council Adopted Budget for Fiscal Year 2017/2018 to cover this expense.

ATTACHMENTS:

None.

RECOMMENDED MOTION(S):

That the City Council:

- (1) Take no action (in which case the current vacancies would be advertised as part of the next regular recruitment which begins in March 2018 for appointment consideration at the Regular Meeting of May 28, 2018);

OR

- (2) Direct the City Clerk to contact previous applicants (selecting either the ***tailored*** or ***broad***

pool) for appointment consideration at the Regular Meeting of January 22, 2018;

OR

(3) Direct the City Clerk to commence with advertising the vacancies for appointment consideration at the Regular Meeting of February 22, 2016;

OR

(4) Determine to handle the appointments in a different manner and direct the City Clerk as deemed appropriate.