



City of Culver City

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Staff Report

File #: 18-01036, **Version:** 1

Item #: A-4.

CC - (1) Discussion of (A) Potential Changes to the Commission, Board and Committee Application; (B) the Culver City Municipal Code Pertaining to Commissioner Eligibility; and (C) Term and Term Limits for LAX Roundtable Committee Members; and (2) Direction to the City Manager as Deemed Appropriate.

Meeting Date: March 26, 2018

Contact Person/Dept: Jeremy Green, City Clerk

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Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☐

Public Hearing: ☐ **Action Item:** ☐ **Attachments:** ☒

Commission Action Required: Yes ☐ No ☒

Public Notification: (E-Mail) Meetings and Agendas - City Council (03/21/18);

Department Approval: Serena Wright, Administrative Services Director (03/21/18)

RECOMMENDATION

Staff recommends the City Council (1) discuss (A) potential changes to the Commission, Board, and Committee (CBC) application for 2018 (B) the applicable Culver City Municipal Code (CCMC) which requires commission members to be registered voters of Culver City; and (C) term and term limits for members appointed to the LAX Noise Roundtable Committee; and provide direction to the City Manager as deemed appropriate.

BACKGROUND

At the February 12, 2018 City Council meeting, the City Council made appointments to certain Culver City CBCs to fill vacancies that had occurred throughout 2017.

At that meeting, the City Council's Strategic Plan (Plan) was discussed. One of the goals of the Plan is to increase civic engagement. It was expressed that certain questions on the CBC application could potentially exclude people who might be interested in serving. Council directed staff to meet with Council Members Clarke and Sahli-Wells to revise and update the application form and to

discuss the application process for potential improvements.

Also at that meeting it was decided to appoint Council Members Clarke and Eriksson to the LAX Noise Roundtable and that the applicants who applied for the interim be considered during the regular process in Spring 2018 to allow the City Council to consider creating a term for appointees

DISCUSSION

Council Members Clarke and Sahli-Wells met with staff on February 22, 2018 and discussed the following topics:

Application questions that potentially discouraged applicants:

Council Members Clarke and Sahli-Wells discussed with staff the application question which asks an applicant to disclose whether he/she has ever been convicted of a felony or misdemeanor. Historically, this question has been included in the application because a conviction of a felony or a crime involving moral turpitude is one of the grounds for forfeiture of commission membership, pursuant to the CCMC.

Council Members Clarke and Sahli-Wells recommended that instead of including this question in the application, which may potentially dissuade an applicant from applying, a statement be included at the beginning of the application informing them that appointment would be subject to a background check. It would also be noted that a criminal conviction may not be automatically disqualifying.

Requirement for Commission Members to be Registered Voters in Culver City

Currently the CCMC requires all commissioners to be registered voters of Culver City. This is perceived as one way that residents can demonstrate that they are invested in the City. However, this also limits certain individuals from being allowed to apply to become commissioners, such as youth under age 18 and those who are unable to register.

If City Council determines to change the voter registration requirement for commissioners, the CCMC would need to be amended. Given the timing of the introduction and adoption of an ordinance to amend the CCMC, this process would not be complete for the 2018 application process but could go into effect for 2019.

Ways to Increase Applicant Pool and become more Inclusionary:

It is proposed that the application be adjusted to remove questions about convictions, which was felt to alienate certain applicants from wanting to apply. Additional language is also proposed for inclusion in the application to encourage diversity across bodies.

Council Members Clarke and Sahli-Wells discussed the potential for some bodies, such as the Parks, Recreation and Community Services Commission, Disability Advisory Committee, and/or the Fiesta la Ballona Committee to include a youth or senior citizen position, such as what is already in place for the Bicycle Pedestrian Advisory Committee (BPAC). Adding or changing requirements for certain

bodies may require changes to the bylaws for these committees and would need to be reviewed to determine term limits and type of participation. This process would not be complete for the 2018 application process but could go into effect for 2019.

FISCAL ANALYSIS

None.

ATTACHMENTS

- 1) Current Application
- 2) Proposed Updated Application
- 3) Schedule for 2018 CBC Application Process

MOTION

That the City Council:

1. Approve the revised CBC Application for 2018;
2. Discuss the applicable Culver City Municipal Code (CCMC) which requires commission members to be registered voters of Culver City and provide City Manager direction, as appropriate; and
3. Create a term and term limits for members appointed to the LAX Noise Roundtable Committee.