



City of Culver City

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Staff Report

File #: 20-156, **Version:** 1

Item #:

(1) Administration of the Oath of Office to Appointed and Reappointed Committee Members; and (2) Selection of Chair and Vice Chair

Meeting Date: August 15, 2019

Contact Person/Dept: Helen Chin/Public Works Administration

Phone Number: 310-253-5618

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

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

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

Public Notification: (E-Mail) Meetings and Agendas - City Council ();

Department Approval: Charles D. Herbertson, Public Works Director/City Engineer

RECOMMENDATION

Staff recommends the Bicycle and Pedestrian Advisory Committee (BPAC) observe the administration of the oath of office to newly appointed and reappointed committee member and select the Chair and Vice Chair.

BACKGROUND/DISCUSSION

Administration of Oath of the Office

At the June 10, 2019 City Council Meeting, the City Council made the following appointments to the Bicycle and Pedestrian Advisory Committee:

- The City Council reappointed Art Nomura to fill Resident Seat No. 1 of the Bicycle and Pedestrian Advisory Committee for a term ending June 30, 2021.
- The City Council reappointed Anne Diga Jacobsen to fill Resident Seat No. 2 of the Bicycle and Pedestrian Advisory Committee for a term ending June 30, 2021.
- The City Council approved the reappointment of Dane Twichell to fill the Chamber of Commerce Representative seat of the Bicycle and Pedestrian Advisory Committee for a term

ending June 30, 2021.

- The City Council approved the appointment of Samantha Shanman to fill the CCUSD High School Student Representative seat of the Bicycle and Pedestrian Advisory Committee for a term ending June 30, 2021.
- The City Council approved the appointment of Philip Hernandez to fill the CCUSD Representative seat of the Bicycle and Pedestrian Advisory Committee for a term ending June 30, 2021.

City Charter Section 1401 provides: “Before entering upon the duties of their respective offices, all officers and employees of the City shall take and subscribe to the following oath or affirmation:

“I, [Member Name], do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.”

Selection of the Chair and Vice Chair

Committee does not have a formal policy for the selection of the Chair and Vice Chair. Traditionally the Vice Chair becomes the Chair and the Member with the most seniority becomes the Vice Chair. However, selection of Chair and Vice Chair is at the discretion of the Committee Members.

NOMINATIONS FOR CHAIR

The current Chair announces that this is the time and place to receive nominations for Chair, calls for nominations, closes the nominations, and calls for the vote.

Recommended Motion: That the Bicycle and Pedestrian Advisory Committee select a Committee Member _____ as Chair of the Bicycle and Pedestrian Advisory Committee for Fiscal Year 2019/2020.

NEW CHAIR OPENS NOMINATIONS FOR VICE CHAIR

The new Chair then announces that this is the time and place to receive nominations for Vice Chair, calls for nominations, closes the nominations, and calls for the vote.

Recommended Motion: That the Bicycle and Pedestrian Advisory Committee select a Committee Member _____ as Vice Chair of the Bicycle and Pedestrian Advisory Committee for Fiscal Year 2019/2020.

FISCAL ANALYSIS

There is no fiscal impact associated with the discussion of this Agenda Item.

ATTACHMENTS

BPAC Oath of Office - 2018.pdf

MOTION

That the Bicycle and Pedestrian Advisory Committee:

1. Observe the administration of the oath of office to newly reappointed Committee Member Art Nomura, Anne Diga Jacobsen, Dane Twichell, Samantha Shanman, and Philip Hernandez.
2. Select the Chair and Vice Chair of the Bicycle and Pedestrian Advisory Committee.