



City of Culver City

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Staff Report

File #: 22-508, **Version:** 1

Item #: A-1.

CC - (1) Adoption of Resolutions and/or Motions Appointing City Council Members/Staff Members to Various Outside Agency Boards, City Council Subcommittees and Other Related Bodies; (2) Creation of Subcommittees as Needed and Appointments thereto; (3) Dissolution of Subcommittees as Needed; and (4) Direction to the City Clerk as Deemed Appropriate.

Meeting Date: January 10, 2022

Contact Person/Dept: Jeremy Green/City Clerk's Office
Gabby Monzon/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 (01/05/2022)

Department Approval: Jesse Mays, Assistant City Manager (01/04/2022)

RECOMMENDATION

Staff recommends the City Council: (1) adopt resolutions/motions to appoint Council Members/staff members to various outside agency boards, City Council Subcommittees, and other related bodies; (2) create Subcommittees as needed and make appointments thereto; (3) dissolve Subcommittees as needed; and (4) provide other direction to the City Clerk as deemed appropriate.

BACKGROUND/DISCUSSION

The City Council traditionally has appointed Council Member(s) to represent the City on various "outside agencies" and on City Council Subcommittees. The City Council may choose to make appointments only to positions that require the Mayor to be appointee and leave all other appointments intact; or make new appointments to the various outside agency boards, City Council Subcommittees, and other related bodies. The Los Angeles County City Selection Committee, Los Angeles County Sanitation District Number Five, and the Southern California Association of Governments (SCAG) require the appointment of the Mayor as the City's representative.

As the City Council has considered its appointments to City Council Subcommittees, it has been mindful of the requirements of the Ralph M. Brown Act (Brown Act) and the differences between a “Standing Subcommittee” and an “Ad Hoc Subcommittee.” In summary, Standing Committees are required to comply with the provisions of the Brown Act (including public notification and public participation). Ad Hoc Subcommittees are not subject to those requirements.

As provided for in the Brown Act, a standing committee has a continuing subject matter jurisdiction, or a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body. Whereas, in general, an “Ad Hoc” Subcommittee serves only a limited or specific purpose, is not perpetual, and is dissolved when its specific task is completed.

In this staff report, all members of the City Council are respectfully referenced as Council Members (except in the case where a particular body requires the appointment of the Mayor or Vice Mayor).

APPOINTMENTS TO OUTSIDE AGENCY BODIES REQUIRING ADOPTION OF A RESOLUTION

Some of the outside agency boards require the adoption of a resolution to make Culver City appointments to their bodies. The proposed Resolutions are included as Attachments 1 through 5.

(1) Los Angeles County City Selection Committee

The City Selection Committee normally meets once a year, but occasionally a special meeting is held when a vacancy occurs. The meeting is held in conjunction with the Los Angeles County Division of the League of California Cities.

The Mayor is automatically the Member Representative to this Committee. This past year, former **Mayor Fisch** was Member Representative and **Council Member Lee** was the Alternate Member. Staff recommends the City Council appoint Mayor Lee as the Member Representative and appoint an Alternate Member.

Recommended Motion: That the City Council adopt the resolution appointing **Mayor Lee** as Delegate and _____ as Alternate Delegate of the Los Angeles County City Selection Committee.

(2) League of California Cities/Los Angeles County Division

For the City Council to have representation in the Los Angeles County Division of the League of California Cities, it is necessary that a Delegate and an Alternate Delegate be selected from among the City Council Members. The Los Angeles County Division holds general membership meetings on the first Thursday during the months of January, March, and May. All General Membership meetings typically begin with a reception at 6 pm, followed by the meeting (unless otherwise noted). Member cities have one vote each, which is cast by the Delegate or, in the Delegate’s absence, the Alternate. In the absence of the Delegate and Alternate, a substitute who is a member of the City Council may be designated by the member city in writing.

The representatives to the League are **Council Member Eriksson**, Delegate, and **Council Member**

Vera, Alternate Delegate.

Recommended Motion: That the City Council appoint _____ as Delegate and _____ as Alternate Delegate of the League of California Cities/Los Angeles County Division.

(3) Independent Cities Association of Los Angeles County

The City of Culver City has been a member of the Independent Cities Association of Los Angeles County for many years, and it is required that the City Council appoint a Delegate and an Alternate Delegate to that organization.

The representatives to the Independent Cities Association of Los Angeles County are, **Council Member Eriksson**, Delegate, and **Council Member Vera**, Alternate Delegate.

Recommended Motion: That the City Council adopt the resolution appointing _____ as Delegate and _____ as Alternate Delegate of the Independent Cities Association of Los Angeles County.

(4) Los Angeles County Sanitation District Number Five

Meetings for District Number Five are held on the third Wednesday of the month at the Torrance City Hall in Torrance, California. There is a stipend of \$125 per meeting, payable to the Director for attendance, or in the absence of the Director, to the Alternate Director. The Ex Officio Director of District Number Five is the **Mayor**. The City Council may select one of its members as Alternate Director. The Alternate Director is currently **Council Member McMorrin**.

Recommended Motion: That the City Council adopt the Resolution appointing **Mayor Lee** as Director, and Council Member _____, as Alternate Director, to the Los Angeles County Sanitation District Number Five.

(5) Southern California Association of Governments (SCAG)

Culver City is a member of SCAG, and the City Council is requested to appoint the Official Representative and an Alternate Representative to this organization so the City may continue to participate in their activities. The **Mayor** is the ex-officio representative to the SCAG General Assembly.

The current Alternate Representative is **Council Member Lee**.

Recommended Motion: That the City Council adopt the resolution appointing **Mayor Lee** as Official Representative and Council Member _____ as Alternate Representative to SCAG.

(6) Disaster Management “Area A” Executive Board

Culver City is a member of the Disaster Management Area A Executive Board. The Board, which meets infrequently, coordinates disaster management and preparation efforts in Area A, of which

Culver City is a part. In 2001, the City Council adopted a resolution appointing the Fire Chief as representative to the Board. The Board has recently undergone some updates to their structure. With these recent changes, the Area A by-laws will be updated to reflect that the Area A Executive Board will now be comprised of the three city managers from each of the Member Cities: West Hollywood, Culver City, and Beverly Hills. The current representative to the Disaster Management Area A Executive Board, appointed in 2014, is City Manager John M. Nachbar.

Staff Recommendation: That the City Council take no action, leaving the **City Manager John M. Nachbar** as Official Representative to the Disaster Management Area A Executive Board.

APPOINTMENTS TO OUTSIDE AGENCY BOARDS OR OTHER BODIES REQUIRING ADOPTION OF A MOTION

(7) Westside Cities Council of Governments (WSCCOG)

The WSCCOG is a Joint Powers Authority composed of the cities of Beverly Hills, Culver City, Los Angeles, Santa Monica and West Hollywood in addition to the County of Los Angeles. One or more elected City officials from each City and a limited number of staff participate at these meetings to discuss matters of mutual concern.

The Representative to this Board is **Council Member Fisch** and the Alternate is **Council Member Eriksson**.

Recommended Motion: That the City Council appoint _____, as Representative to the Governing Board; and _____, as the Alternate Representative to the Westside Cities Council of Governments.

(8) Interagency Communications Interoperability System (ICI System)

ICI System is a Joint Powers Authority formed in 2003 to coordinate the efforts of a regional public safety radio network. The system provides seamless coverage throughout Los Angeles County and is utilized by 31 public safety agencies representing 22 cities.

The Council appointed member of this Board is currently **Council Member Lee**.

Recommended Motion: That the City Council appoint _____ as Liaison to ICI System.

(9) The Clean Power Alliance

The City has entered into a Joint Powers Agreement with the Clean Power Alliance to purchase electricity from producers on behalf of the entire community and 31 other government entities within Los Angeles and Ventura counties. Each government entity is provided one seat on the Board of Directors, which at a minimum, requires attendance to monthly meetings that are held from 2:00 p.m. to 5:00 pm the first Thursday of every month. The agenda packets range from 200 to 400 pages and

staff is available to read through and then brief the councilmember appointed on its content prior to each meeting. In addition, the primary councilmember appointed may wish to participate in various Clean Power Alliance ad hoc committees or join one of the following standing committees: Executive, Finance, Legislative and Regulatory or the Energy Planning and Resources committee; each of which meets once per month. The Clean Power Alliance bylaws allow each City to appoint a primary Director, and up to two alternate Directors.

The primary Director is **Council Member Lee**, the Alternate Director is **Council Member McMorris**, and the Public Works Director or his designee is the second alternate.

Recommended Motion: That the City Council appoint _____ as Director and _____ as Alternate Director to the CPA and the Public Works Director or his designee as second Alternate Director.

(10) LAX Noise Roundtable

The LAX/Community Noise Roundtable was created by Los Angeles World Airports (LAWA) in September 2000 to provide an interactive forum to address current aircraft noise issues associated with aircraft operations to, from and at Los Angeles International Airport. Membership of the Roundtable consists of local elected officials and staff, representatives of congressional offices, members of recognized community groups, the Federal Aviation Administration (FAA), the airlines and LAWA. This forum provides a mechanism to identify and address noise concerns by recommending courses of action to LAWA, the FAA, or other responsible entity that could reduce noise over affected communities. At the May 29, 2018 City Council meeting, Council Members determined that it will no longer appoint members to the LAX Noise Roundtable as part of the Committees, Boards and Commissions process, approved that the position would have a term limit of two years for the appointments made in 2018 and, after the term limit was complete in 2020, that City Council members who sit on the City's Ad Hoc LAX Subcommittee would also serve on the LAX Roundtable. Current members are **Council Member Eriksson** and **Council Member Vera**.

Recommended Motion: That the City Council adopt the motion appointing _____ and _____ as Members of the LAX Noise RoundTable.

APPOINTMENTS TO CITY COUNCIL SUBCOMMITTEES REQUIRING ADOPTION OF A MOTION

Council representatives are currently serving on the following Subcommittees. A few of these Subcommittees were established for a limited or specific purpose and the Council may now wish to dissolve those Subcommittees that have fulfilled their purpose.

Staff provides its recommendation with each Subcommittee.

(11) Ad Hoc Los Angeles International Airport (LAX) and Federal Aviation Administration (FAA) Subcommittee

In 2017, the City Council created an Ad Hoc Subcommittee for the limited purpose of working

cooperatively with staff, as needed, to address issues involving and/or relating to LAX development, including the SPAS EIR, LAMP and the Metroplex EA/Overflights. In 2021, the name of the Ad Hoc Subcommittee was changed to reflect the increased focus on oversight of issues involving the FAA, including ongoing noise and environmental concerns associated with the flight path changes instituted by the FAA. City Council members who sit on the City's Ad Hoc LAX and FAA Subcommittee will be the same as those on the LAX Roundtable. Current appointed members are **Council Member Eriksson** and **Council Member Vera**.

Recommended Motion: That the City Council adopt the motion appointing _____ and _____ as Members of the LAX Ad Hoc Subcommittee.

(12) Joint Finance and Judiciary Subcommittee; (13) Treasury Investment Subcommittee; and (14) Audit, Financial Planning and Budget Subcommittee

The Joint Finance and Judiciary Subcommittee has two functions as stated in the Culver City Municipal Code (Section 3.01.020):

- 1) A Subcommittee member signs the City Treasurer's demand sheet to acknowledge that the demand sheet has been received and filed by the City Council; and,
- 2) The Subcommittee reviews demands for payment that the City Treasurer has denied and makes a recommendation to the City Council on their disposition.

The Treasury Investment Subcommittee currently consists of the Chief Financial Officer/City Treasurer, the City Manager, one member of the public, and two City Council Members. The Subcommittee reviews City investment policies and practices.

The Audit, Financial Planning and Budget Subcommittee works with the City Manager to forge long-range financial policies to present to the City Council for consideration and adoption. The Subcommittee also meets with the City's Auditors to discuss the annual audit.

The Representatives to these Subcommittees are **Council Member Fisch** and **Council Member Eriksson**.

The Culver City Municipal Code provides for the City Council to appoint two of its members and one alternate as members of the Finance and Judiciary Subcommittee. However, due to potential Brown Act issues created by having an alternate, the City Attorney recommends that an alternate member not be appointed.

Recommended Motion: That the City Council adopt the motion appointing _____ and _____ as Members of the Joint Finance and Judiciary Subcommittee; Audit, Financial Planning and Budget Subcommittee, and the City Treasury Investment Subcommittee.

(15) Standing Economic Development Subcommittee

This Subcommittee discusses on-going issues relating to the economic development of the City, as

needed. The current appointed members are **Council Member Eriksson** and **Council Member Vera**.

Recommended Motion: That the City Council appoint _____ and _____ to the Economic Development Subcommittee.

(16) Culver City Unified School District/City Council Liaison Subcommittee

This Subcommittee consists of two Council Members and two Members of the School Board. The Subcommittee meets as needed to discuss and make recommendations on issues of mutual concern. This Subcommittee is subject to the Brown Act, and the meetings are noticed and open to the public.

The Members of this Subcommittee are **Council Member McMorris** and **Council Member Vera**.

Recommended Motion: That the City Council appoint _____ and _____ to the Culver City Unified School District/City Council Liaison Subcommittee.

(17) Standing Sustainability Subcommittee

In 2014, the City Council determined to continue this Subcommittee as a Standing Subcommittee. This Subcommittee discusses on-going issues relating to sustainability, as needed. **Council Member Lee** and **Council Member McMorris** currently serve on this Subcommittee.

Recommended Motion: That the City Council appoint _____ and _____ to the Sustainability Subcommittee.

(18) Standing Mobility, Traffic and Parking Subcommittee

This subcommittee discusses on-going issues related to general mobility issues, traffic mitigation and parking issues, as needed. The representatives to the Subcommittee are **Council Member Fisch** and **Council Member Eriksson**.

Recommended Motion: That the City Council appoint _____ and _____ to the Standing Traffic and Parking Subcommittee.

(19) Ad Hoc Regional Oil Operations Subcommittee (also known as Oil Drilling Subcommittee); and (19a) Baldwin Hills CSD CAP

This Subcommittee is working with staff, as needed, during the processing of the regulatory matters concerning the Inglewood Oil Field. Please note that these members also sit on the Community Advisory Panel for Baldwin Hills Community Standards District which established regulations regarding drilling in the County portion of the Inglewood Oil Field.

The Subcommittee members are **Council Member Fisch** and **Council Member Lee**.

Recommended Motion: That the City Council appoint _____ and _____ to the Ad Hoc

Regional Oil Operations Subcommittee, who shall also sit on the Community Advisory Panel for Baldwin Hills Community Standards District as representative and alternate, as determined by the Subcommittee members.

(20) Ad Hoc City Council Policies Subcommittee

The City Council created the Ad Hoc City Council Policies Subcommittee on May 23, 2016 to update the policies of the City Council. The Subcommittee has updated many of the policies and will continue their work until all the policies have been updated and approved by the City Council. The current members are **Council Member McMorris** and **Council Member Vera**.

Recommended Motion: That the City Council appoint _____ and _____ to the Ad Hoc City Council Policies Subcommittee.

(21) City Council-West Los Angeles College Liaison Subcommittee

The City Council created the City Council-West Los Angeles College Committee on August 8, 2016. This Subcommittee consists of two Council Members and two Members from West Los Angeles College. The Subcommittee meets as needed to discuss and make recommendations on issues of mutual concern. This Subcommittee is subject to the Brown Act, and the meetings are noticed and open to the public. The current members are **Council Member Lee** and **Council Member Vera**.

Recommended Motion: That the City Council appoint _____ and _____ to the City Council West Los Angeles College Liaison Subcommittee.

(22) Ad Hoc Police Liaison Subcommittee

The Police Liaison Subcommittee was created at the May 29, 2018 City Council meeting to discuss and review upcoming police department initiatives to improve communications and provide timely feedback and direction. The subcommittee will discuss and review upcoming police department initiatives. The current representatives to the Subcommittee are **Council Member Eriksson** and **Council Member McMorris**.

Recommended Motion: That the City Council appoint _____ and _____ to the Ad Hoc Police Liaison Subcommittee.

(23) Ad Hoc Housing and Homelessness Subcommittee

At the May 29, 2018 City Council meeting the Ad Hoc Housing and Homeless Subcommittee was created to review the housing option issues presented by the Community Development Department Director and will continue until the Housing element is engaged in the General Plan. Current members are **Council Member Fisch** and **Council Member McMorris**.

Recommended Motion: That the City Council appoint _____ and _____ to the Ad Hoc Police Liaison Subcommittee.

(24) Ad Hoc Street Vendors Subcommittee

At the February 11, 2019 City Council meeting, City Council created the Subcommittee to review the new state laws regarding vending in the public right-of-way and in parks that went into effect on January 1, 2019 and to consider potential Culver City Municipal Code amendments regarding licensing and operating regulations for sidewalk vending in Culver City. The Subcommittee will continue its work with staff until a proposed Ordinance has been presented to City Council for consideration. Current members are **Council Member Lee** and **Council Member McMorris**.

Recommended Motion: That the City Council appoint _____ and _____ to the Ad Hoc Street Vendors Subcommittee.

(25) Ad Hoc Short Term Rental Policy Subcommittee

The Ad Hoc Short Term Rental Policy Subcommittee was created in 2019 to develop and work on policies related to Short Term Rentals. The Subcommittee will continue its work with staff until such time as a proposed Ordinance is presented to the City Council for consideration. **Council Member Lee** and **Council Member McMorris** were appointed to serve in Fiscal Year 2019-2020.

Staff Recommendation: That the City Council appoint _____ and _____ to the Ad Hoc Short Term Rental Policy Subcommittee.

(26) Ad Hoc Cannabis Policy Subcommittee

The Ad Hoc Cannabis Policy Subcommittee was created in FY 2019-2020 to address issues regarding recreational and/or medical marijuana. **Council Member Eriksson** and **Council Member Vera** were appointed to serve last year. The work of this Subcommittee continues as the City implements the commercial cannabis ordinance.

Staff Recommendation: That the City Council appoint _____ and _____ to the Ad Hoc Ad Hoc Cannabis Policy Subcommittee.

(27) Ad Hoc Equity Subcommittee

The Ad Hoc Equity Subcommittee was created at the May 29, 2018 City Council meeting to review the practices and policies of City government to ensure equitable opportunities and access to City services and programs, thus reducing or eliminating disparate outcomes and ensuring policies and services are improved for everyone. Staff recommends this subcommittee be reconstituted for the purpose of conferring with staff, as needed, during the creation of the Racial Equity Action Plan (REAP). Current members are **Council Member Lee** and **Council Member McMorris**.

Staff Recommendation: That the City Council appoint _____ and _____ to the Ad Hoc Equity Subcommittee.

(28) Ad Hoc Municipal Fiber Network Subcommittee

The City Council recreated the Ad Hoc Municipal Fiber Network Subcommittee in January 2021 to provide input to staff, as needed, during the Municipal Fiber Network operator transition and build-out of the Ting fiber-to-the-home network, which will continue throughout 2022. The current members are **Council Member Lee** and **Council Member Eriksson**.

Staff Recommendation: That the City Council appoint _____ and _____ to the Ad Hoc Municipal Fiber Network Subcommittee.

RECOMMENDATIONS FOR NEW SUBCOMMITTEES:

(1) Ad Hoc Fiscal Year 2022-2023 Special Events Grant Program Subcommittee

The proposed Ad Hoc subcommittee will serve as the advisory panel for the 2022-2023 Grant program. When the work of the Special Events Grant program is complete for the fiscal year, this Subcommittee will be dissolved, and a new subcommittee will be created for fiscal year 2023-2024. The current members are **Council Member Lee** and **Council Member Vera**.

Staff Recommendation: That the City Council create the Ad Hoc Fiscal Year 2022-2023 Special Events Grant Program Subcommittee and appoint _____ and _____ thereto, to begin work on July 1, 2022.

(2) Ad Hoc Voting Related Ballot Measures Subcommittee

At its September 9, 2021 meeting, the City Council provided consensus to agendize the appointment of a subcommittee to review the Charter regarding a form of voting to better express the will of the voters. On November 8, 2021, there was consensus to send the related Vote16 issue to this subcommittee once created. Staff recommends the creation of the Ad Hoc Voting Related Ballot Measures Subcommittee and make appointments thereto.

Staff Recommendation: That the City Council create the Ad Hoc Voting Related Ballot Measures Subcommittee and appoint _____ and _____ thereto.

(3) Ad Hoc 2022 Legislative and Policy Platform Subcommittee

The Ad Hoc 2021 Legislative Policies Subcommittee's purpose was to update the legislative policies of the City reflecting legislative changes occurring during the year. Staff recommends the creation of the Ad Hoc 2022 Legislative and Policy Platform Subcommittee to address changes in legislation during 2022. Staff also recommends the dissolution of the Ad Hoc 2021 Legislative and Policy Platform Subcommittee, as discussed below. The members of the Ad Hoc 2021 Legislative and Policy Platform Subcommittee are **Council Member Fisch** and **Council Member Eriksson**.

Recommended Motion: That the City Council create the Ad Hoc 2022 Legislative and Policy Platform Subcommittee and appoint _____ and _____ thereto.

(4) Ad Hoc Public Safety Subcommittee

The subcommittee was created via City Council consensus on April 26, 2021, to work with staff, as needed, on implementation of recommendations and initiatives resulting from the Public Safety Review project. The current members of the subcommittee **are Council Member Fisch and Council Member McMorris**. Staff recommends that the City Council formally create the Ad Hoc Public Safety Subcommittee and make appointments thereto.

Recommended Motion: That the City Council create the Ad Hoc Public Safety Subcommittee and appoint _____ and _____ thereto.

[Note: If the City Council wishes to create any other Subcommittees, they may do so at this time and appoint Council Members thereto.]

RECOMMENDATIONS FOR DISSOLUTION OF SUBCOMMITTEES:

(1) Ad Hoc Fiscal Year 2021-2022 Special Events Grant Program Subcommittee

The City Council appointed **Council Member Lee** and **Council Member Vera** to this Subcommittee to serve as the advisory panel for review or applications for 2021-2022. Due to COVID-19, the FY2020/21 Grant Program did not occur, due to large gathering restrictions which prohibited special events in the City.

Staff Recommendation: That the City Council dissolve the Ad Hoc Fiscal Year 2021-2022 Special Events Grant Program Subcommittee.

(2) Ad Hoc 2021 Legislative and Policy Platform Subcommittee

The Ad Hoc 2021 Legislative and Policy Subcommittee's purpose was to update the legislative policies of the City reflecting legislative changes during 2021. **Council Member Fisch** and **Council Member Eriksson** were appointed to the 2021 subcommittee. Staff recommends dissolution of this Subcommittee, as a new ad hoc subcommittee should be created to work with staff in 2022, as discussed above.

Recommended Motion: That the City Council dissolve the Ad Hoc 2021 Legislative and Policy Platform Subcommittee.

FISCAL IMPACT

Consideration of the proposed Resolutions and motions does not create a fiscal impact for the City.

ATTACHMENTS

1. 2022 Appointment to City Selection Committee
2. 2022 Appointment to LA County Division of League of CA Cities
3. 2022 Appointment to Independent Cities Association

4. 2022 Appointment to Sanitation District 5
5. 2022 Appointment to SCAG

MOTIONS

That the City Council:

1. Adopt respective resolutions/motions related to the appointment of Council Members to various Outside Agency Boards, City Council Subcommittees, and Other Related Bodies; and
2. Create the Ad Hoc Fiscal Year 2022-2023 Special Events Grant Program Subcommittee, Ad Hoc Voting Related Ballot Measures Subcommittee, and the Ad Hoc 2022 Legislative and Policy Platform Subcommittee and appoint members thereto; and create any other Subcommittees as needed; and,
3. Dissolve the Ad Hoc Fiscal Year 2021-2022 Special Events Grant Program Subcommittee, the Ad Hoc 2021 Legislative and Policy Platform Subcommittee; and,
4. Provide other direction to the City Clerk as deemed appropriate.