



City of Culver City

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Staff Report

File #: 22-684, **Version:** 1

Item #: A-2.

CC - Appointments to the Advisory Committee on Housing and Homelessness; Civil Service Commission; and Fiesta La Ballona Committee; and (2) Approval of Recommended Appointment of Greg Maron as the Culver City Unified School District Representative to the Bicycle and Pedestrian Advisory Committee

Meeting Date: February 14, 2022

Contact Person/Dept: Mimi Ferrel, City Clerk Specialist/Administrative Services
Jeremy Green, City Clerk

Phone Number: (310) 253-5851

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 (02/09/2022);

Department Approval: Jesse Mays, Assistant City Manager (02/07/2022)

RECOMMENDATION

Staff recommends the City Council (1) make appointments to the Advisory Committee on Housing and Homelessness; Civil Service Commission; and Fiesta La Ballona Committee; and (2) consider approval of the recommendation for appointment of Greg Maron to fill the Culver City Unified School District (CCUSD) Representative seat of the Bicycle Pedestrian Advisory Committee.

BACKGROUND

In this interim application cycle, there are a total of 6 openings across 4 bodies as follows:

- **Civil Service Commission** (1 Position - Seat 4)
- **Advisory Committee on Housing and Homelessness** (2 Positions - Seat 4 and Seat 7)
- **Fiesta La Ballona Committee** (2 Positions - Seat 1 and Seat 4)

- **Bicycle and Pedestrian Advisory Committee** (1 Position - CCUSD Representative Seat)

Beginning on November 10, 2021, the City Clerk's Office publicized the vacancies as follows:

- Notice was posted on the City's website starting on November 10, 2021.
- Advertisements were published in the Culver City News on November 18 and December 16, 2021.
- Notice was sent via e-mail through *GovDelivery* on November 10, and 30; and December 9, and 23, 2021; and January 7, 21, and 29, 2022.
- Notice was posted on the social media application NextDoor on November 12; and December 1, and 23, 2021; and January 7, 17, 24, 25, 29 and 31, 2022.
- Information was printed the Culver City Senior Center Newsletter December 2021.
- Notice was posted on Culver City TV beginning on November 10, 2021.

Certain members of the Bicycle and Pedestrian Advisory Committee have unique appointment processes. The CCUSD representative position is determined based on CCUSD's recommendation. On January 11, 2022, staff received a notice of nomination from CCUSD's Superintendent's office recommending Mr. Greg Maron as the Culver City Unified School District Representative to the Bicycle and Pedestrian Advisory Committee.

Confirmation of Eligibility Requirements

Upon receipt, the City Clerk's Office reviewed each application to confirm whether, on the face of the application, applicants met the minimum eligibility requirements.

With respect to commission appointments, 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, none of whom shall hold any paid office or employment in the City Government. Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. No person may serve on more than one (1) Commission at the same time.”

Please note, the Advisory Committee on Housing and Homelessness, does not require applicants to be Culver City residents.

The Bicycle and Pedestrian Advisory Committee does not have term limits.

Any seats not filled by the City Council this evening will be advertised again during the next annual cycle, unless City Council determines otherwise, and applications are accepted on a year-round basis.

DISCUSSION

Following are summaries of those who submitted applications. Those applicants with an “up” symbol (^) submitted applications after the January 31, 2022 5:00 PM deadline.

It should be noted that there were several applicants for bodies that require Culver City residency who did not meet this requirement. Those individuals received e-mails or phone calls from the City Clerk's Office indicating that they were not eligible for appointment.

Seat Vacancies:

Civil Service Commission (CSC) - There is one position available for appointment. Seat No. 4 is available for a partial term expiring on June 30, 2023. Seat No. 4 was held by Danielle Sheppard who resigned on October 4, 2021. The partial term would not be considered a full term, as it is less than two years, so the appointed member would be eligible for reappointment to a full term in 2023 and a second full term thereafter.

A total of three (3) eligible applications were received from:

Gurbinder Ghotra
Sal Lapardo
Michele Van Gelderen

Advisory Committee on Housing and Homelessness (ACOH) - There are two positions available Seat No. 4 and Seat No. 7. The remaining term of Seat No. 4 exceeds two years and will be considered a full term through June 30, 2024. Seat No. 4 was held by Karlo Silbiger who resigned on September 21, 2021. Seat No. 7 is available for a partial term through June 30, 2022. Seat No. 7 was held by Mark Lipman until January 24, 2022. City Council may consider appointing a member to Seat 7 to both (1) complete the current short five-month partial term; and (2) complete the next full four-year term appointment. If this option is selected, the member's appointment would begin now and continue through June 30, 2026, and this Seat would not be included in this year's annual appointments in June, unless vacated prior to that time. If the City Council chooses to make an appointment for only this five-month partial term, it would not be considered a full term, as it is for less than two years, and the appointed member would be eligible for reappointment to a full term in June and a second full term thereafter.

A total of ten (10) eligible applications were received from:

Jim Buck
Jonathon Dilworth
Griselda Espinoza
Triston Ezidore
Stephen Johnson
Jessica Laird
Lizbeth Mendez
Elias Platte Bermeo
Leonardo Wilborn
Devin Yaeger^

Fiesta la Ballona Committee (FLB) - This body advises and makes recommendations to the City Council and the Director of Parks, Recreation, and Community Services Department on policies and issues related to the City's annual Fiesta La Ballona event as defined in the body's bylaws. Members sit on this committee from November 1- October 31 of each year to allow for the same members to advise from the beginning of the planning through the wrap-up of the event. There are two positions available Seat No. 1 and Seat No. 4, both terms through October 31, 2025. Seat No. 1 was held by Judith Martin-Straw who resigned on January 5, 2022. Seat No. 4 has remained vacant because fewer applications were received during the annual recruitment period.

There are two positions available (Seats 1, and 4). There were two applications received from:

Nancy Trujillo
Rafia Cooper^

Bicycle and Pedestrian Advisory Committee (BPAC) - There is one position available for the CCUSD Representative Seat. The CCUSD Representative is selected by the Culver City Unified School District (by either the Board of Education or the Superintendent's Office, as determined by the CCUSD) and is not required to be a Culver City resident. The CCUSD representative position has a term of two years and would be to complete the term from July 1, 2021 - June 30, 2023 and shall be subject to final approval of the City Council.

FISCAL ANALYSIS

Costs for advertising the vacancies in the newspaper and on social media totaled approximately \$700. Future costs may be incurred for new members and are included in the FY 2021-2022 Budget.

ATTACHMENTS

1. City Council Policy 3002 (*City Commissions, Board and Committees; Appointed Representatives to Outside Agencies and Boards*)
2. 2022-02-14__ATT Redacted Applications Received for Interim Appointment Cycle

MOTION

That the City Council:

1. Appoint _____ to Seat No. 1 of the Civil Service Commission for a partial term expiring on June 30, 2023;
2. Appoint _____ to Seat No. 4 of the Advisory Committee on Housing and Homelessness (ACOH) for a full term expiring June 30, 2024, AND appoint _____ to Seat No. 7 of the ACOH for a partial term expiring June 30, 2022; OR for the current partial term and the next full four-year term expiring June 30, 2026;

3. Appoint _____ to fill Seat 1 of the Fiesta La Ballona Committee for a full term expiring on October 31, 2025; and
4. Appoint Greg Maron to the Culver City Unified School District Representative Seat of the Bicycle and Pedestrian Advisory Committee for a partial term expiring on June 30, 2023.