File #: 22-1130, **Version:** 1 **Item #:** A-1.

CC - ACTION ITEM: (1) Appointments to the Civil Service Commission; Cultural Affairs Commission; Parks, Recreation, and Community Services Commission; Planning Commission; Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District; Landlord-Tenant Mediation Board; Advisory Committee on Housing and Homelessness; Bicycle and Pedestrian Advisory Committee; Disability Advisory Committee; Equity and Human Relations Advisory Committee; Fiesta La Ballona Committee; Finance Advisory Committee; and LAX Area Advisory Committee; and (2) Direction to the City Clerk Regarding any Vacancies not Filled.

Meeting Date: June 13, 2022

Contact Person/Dept: Mimi Ferrel/City Clerk Specialist
Phone Number: (310) 253-5851

Fiscal Impact: Yes [X] No [] **General Fund:** Yes [] No [X]

Commission Action Required: Yes [] No [X]

Public Notification: (E-Mail) Meetings and Agendas - City Council (06/08/2022);

Department Approval: Jesse Mays, Assistant City Manager (06/08/2022)

RECOMMENDATION

Staff recommends the City Council (1) appoint members to the Civil Service Commission; Cultural Affairs Commission; Parks, Recreation, and Community Services Commission; Planning Commission; Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District; Landlord-Tenant Mediation Board; Advisory Committee on Housing and Homelessness; Bicycle and Pedestrian Advisory Committee; Disability Advisory Committee; Equity and Human Relations Advisory Committee; Fiesta La Ballona Committee; Finance Advisory Committee; and LAX Area Advisory Committee; and (2) provide direction to the City Clerk regarding any vacancies not filled.

BACKGROUND

In this application cycle, there are a total of 26 openings across 13 bodies as follows:

- Civil Service Commission (2 Positions - Seat 1 and Seat 2)
- Cultural Affairs Commission (1 Position - Seat 5)
- Parks, Recreation, and Community Services Commission (1 Position - Seat 3)
- Planning Commission (1 Position - Seat 5)
- Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District (1 Position)
- Landlord-Tenant Mediation Board (3 Positions - Tenant Seat 3, Landlord Seat 3, and Member-at-Large Seat 3)
- Advisory Committee on Housing and Homelessness (1 Position - Seat 3)
- Bicycle and Pedestrian Advisory Committee (4 Positions - 1 Resident Senior Citizen, 1 Resident , 1 Local Business Representative, 1 CCUSD High School Student)
- Equity And Human Relations Advisory Committee (1 Position - Youth Rep Seat 1 and 1 Position - Labor Seat 1)
- Fiesta La Ballona Committee (3 Positions - Seat 5, Seat 6, and Seat 7)
- Disability Advisory Committee (2 Positions - Seat 1 and Seat 5)
- Finance Advisory Committee (2 Positions - Seat 3 and Seat 6)
- LAX Area Advisory Committee (3 Positions)

Beginning on April 7, 2022, the City Clerk's Office publicized the vacancies as follows:

- Notice was posted on the City's website starting on April 7, 2022.
- Advertisements were published in the Culver City News on April 14 and May 5, 2022.
- Notice was sent via e-mail through *GovDelivery* on April 14, 28, and 30; and May 4, and 12, 2022.
- Notice was posted on the social media application NextDoor on April 14 and 28, and May 4, and 12, 2022.
- Notice was posted on social media applications Facebook, Instagram, and Twitter on April 14, 19; and 29; and May 6, 11, and 16, 2022.
- Notice was posted on Culver City TV beginning on April 25, 2022.

Confirmation of Eligibility Requirements

Upon receipt, the City Clerk's Office reviewed each application to confirm whether, on the face of the application, applicant 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, Equity and Human Relations Advisory Committee, LAX Area Advisory Committee, and the Landlord seat for the Landlord Tenant

Mediation Board do not require applicants to be Culver City residents.

The Bicycle and Pedestrian Advisory Committee and the LAX Area Advisory Committee do 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 one asterisk (*) applied to multiple bodies. Those current appointees reapplying for their respective position will have "(Current Member) " next to their names, and those marked with a double up" symbol (^^) submitted applications after the May 16, 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 are two positions available Seat No. 1 and Seat No. 2. Seat No. 1 is available for a partial term expiring on June 30, 2023. 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. Seat No. 1 was held by Robert Greenspan who resigned on April 1, 2022. Seat No. 2 is available for a full term expiring on June 30, 2026. Seat No. 2 is currently held by Commissioner John Kuechle who has served two full terms and, as per the Culver City Municipal Code § 3.03.015 (Term Limits), has reached his term limit.

A total of four (4) eligible applications were received from:

Edward Baughan
Rachelle Jackson
Sal LaPardo
Robert Lucero * (ACOHH, Planning, DAC, CSC)

Cultural Affairs Commission (CAC) - There is one position available Seat No.5 for a full-term through June 30, 2026 and is currently held by Commissioner Zoltan Pali who did not reapply.

A total of six (6) eligible applications were received from:

Menes Guirguis
Walter Mees
Ehsaan Mesghali^^
Theresa Ross-McCarthy
Adam Sriro

Nabil Yacoub* (CAC, LAX)

Parks, Recreation, and Community Services Commission (PRCS) - There is one position available Seat No. 3 for a full-term through June 30, 2026 and is currently held by Commissioner Kay R. Heineman, who has served two full terms and, as per the Culver City Municipal Code § 3.03.015 (Term Limits), has reached his term limit.

Nine (9) eligible applications were received from:

Cynthia Block*^^ (PRCS, BPAC)
Nahed Guirguis* (ACOHH, PRCS)
Rolan Hernandez
Beth Hyatt* (District, LTMB, Planning, PRCS, FAC)
Howard Jacobowitz
Andrew Lachman* (FAC, PRCS)
Jane Leonard
Roger Naftzger
Steve Reitzfeld

Planning Commission (Planning) - There is one position available Seat No. for a full-term through June 30, 2026 and is currently held by Commissioner Dana Amy Sayles, who has served two full terms and, as per the Culver City Municipal Code § 3.03.015 (Term Limits), has reached his term limit.

A total of eight (8) eligible applications were received from:

Bradley Brook
Andrew Flores
Zechariah Gaskell* (ACOHH, BPAC, FAC, Planning)
Beth Hyatt* (District, LTMB, Planning, PRCS, FAC)
Stephen Jones
Robert Lucero* (ACOHH, Planning, DAC, CSC)
Ronald Ostrin
Peter Smith

Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control District - There is one position that is appointed to the outside body. Annual appointment is considered during the annual process for position which serves a January-December calendar year.

A total of two applications were received from:

Beth Hyatt* (District, LTMB, Planning, PRCS, FAC)
Jay Garacochea **(Current Member)**

Landlord Tenant Mediation Board (LTMB) - Three seats are available for appointment to full terms. The Tenant 3, Landlord 3, and Member At-Large 3 seats are each for four years, expiring on June 30, 2026.

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. Landlord Representatives shall either own, manage, or have residential income property interest within Culver City and preferably be residents of Culver City. Members At-Large shall be residents of Culver City and shall not be tenants nor shall they own or have an ownership interest in any residential income-producing property in Culver City.

Tenant Seat No. 3 - One seat is available for appointment. This seat is currently held by member Julieanna Thompson has served two terms on the board, is eligible for re-appointment, and has applied to be considered for re-appointment for a four-year term ending on June 30, 2026.

A total of one (1) eligible application was received from:

Julieanna Thompson **(Current Member)**

Landlord Seat No. 3 - One seat is available for appointment. This seat is currently held by member Beth Hyatt has served one term on the board, is eligible for re-appointment, and has applied to be considered for re-appointment for a four-year term ending on June 30, 2026.

A total of two (2) eligible applications were received from:

Beth Hyatt **(Current Member) *** (District, LTMB, Planning, PRCS, FAC)
Debi Lee

Member At-Large Seat No. 3 - One seat is available for appointment. Seat No. 3 was held by Leonardo Wilborn who resigned on February 15, 2022. Seat No. 3 is available for a full term expiring on June 30, 2026.
A total of one (1) eligible application was received from:

Carole Glodney

LAX Area Advisory Committee - There are three seats available for appointment. Representative seats are for an outside board (not an official City body). Kevin Klowden and Luciano Nocera, and John Wahlert currently serve as the City's representatives, are eligible for re-appointment, and have submitted applications to be considered for re-appointment. These positions are annually appointed to serve a January-December calendar year.

A total of five (5) eligible applications were received from:

Jorge Alvarez
Kevin Klowden **(Current Member)**
Luciano Nocera **(Current Member)**
John Wahlert **(Current Member)**
Nabil Yacoub* (CAC, LAX)

Advisory Committee on Housing and Homelessness (ACOHH)- There is one position available Seat 3 for a full-term through June 30, 2026 and is currently held by Member Daryl Cherness who did not reapply.

A total of eleven (8) applications were received from:

Andre Bueno
Alex Merin
Carol Sales
Devin Yaeger
Nahed Guirguis* (ACOHH, PRCS)
Robert Lucero * (ACOHH, PC, DAC, CSC)
Zechariah Gaskell * (ACOHH, BPAC, FAC, PC)
Ronald Ostrin * (Planning, ACOHH)

Bicycle and Pedestrian Advisory Committee (BPAC) - No Term Limits

A total of four positions are available - Resident Senior Citizen, Resident 3, Local Business Representative, and Culver City Unified School District (CCUSD) High School Student. The Resident Senior Citizen, Resident 3, and Local Business Representative are for two-year terms that expire on June 30, 2024, and the CCUSD High School Student is for a one-year term to expire on June 30, 2023.

Michelle Weiner (Resident Senior Citizen) who has been a member for 2 terms, and Travis Morgan (Resident 3) who has been a member for 1 full term, and George Montgomery (Local Business Representative) who has been a member for 2 terms are eligible for reappointment and have applied.

To be eligible, Resident positions must be residents of Culver City.

A total of eight (8) eligible applications were received from the following individuals.

Marci Baun (Resident Position)
Cynthia Block*^^ (PRCS, BPAC - Resident Position)
Aaron Celestian (Resident Position)
Zechariah Gaskell* (ACOHH, BPAC - Resident Position), FAC, PC)
Bernard Leichter (Resident Position)
George Montgomery (Local Business Representative Position) **(Current Member)**
Travis Morgan **(Current Member)**
Michelle Weiner (Resident Senior Citizen Position) **(Current Member)**

While outreach efforts were made through specific outreach to high school students, no applications were received for the CCUSD High School position.

Disability Advisory Committee (DAC) - Seat Nos. 1, and 5 are available for appointments to full terms ending June 30, 2026. There are no term limits for the DAC and Seat No. 1 is currently held by Robyn Tenensap. Member Tenensap has served six terms, is eligible for re-appointment, and has applied to be considered for re-appointment. Seat number 5 is currently held by Member Dr. Jay Shery who did not reapply.
A total of four (4) eligible applications were received from:
Constance Carlson
Robert Lucero* (ACOHH, PC, DAC, CSC)

Robyn Tenensap **(Current Member)**
Marta Valdez *(DAC, FLB)

Equity and Human Relations Advisory Committee (EHRAC) - One-year Term

There are two positions available: Youth Seat 1 and Labor Seat 1. The Youth Seat appointment is for a one-year term ending on June 30, 2023. The Labor seat is currently held by Anissa Di Vincente who has served one full term, is eligible for re-appointment, and has applied for re-appointment for a one-year term ending on June 30, 2023.

A total of two (2) eligible applications were received from:

Raven Bradley (Youth Position)
Anissa Di Vincente (Labor Seat Position) **(Current Member)**

Fiesta la Ballona Committee - 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 three positions available (Seats 5, 6, and 7). Current members Lisa Marie Parker Desai, Bob Wayne, and Greg Guzzetta did not reapply.

A total of three applications received from:

Andrew Horwitz
John Lopez
Marta Valdez* (DAC, FLB)

Finance Advisory Committee - Two positions are available for Resident Seat 3, and Local Business Rep Seat 6 for full terms ending June 30, 2026. Resident Seat No. 3 is currently held by Kevin Lachoff who has served a partial term. Local Business Rep Seat 6 is currently held by Andrew Lachman who has served one full term. Both are eligible for another term and have reapplied.

A total of four (4) applications were received for the Resident 3 position:

Ana Garcia-Lima
Zechariah Gaskell* (ACOHH, BPAC, FAC, Planning)
Beth Hyatt* (District, LTMB, Planning, PRCS, FAC)
Kevin Lachoff **(Current Member)**

A total of one (1) application was received for the Local Business Rep Seat 6 position:

Andrew Lachman (FAC, PRCS) **(Current Member)**

Redacted copies of the applications are available by request at the City Clerk's Office and are available on the Commissions, Boards, and Committees website:

<www.culvercity.org/City-Hall/Boards-Commissions/Apply-Now-to-CBCs>. <mailto:> **Please call 310) 253-5851, or email city.clerk@culvercity.org <mailto:city.clerk@culvercity.org>.**

Mandatory Training

A mandatory AB 1234 Ethics and Brown Act training has been scheduled for appointees on Thursday, June 16, 2022. Training on diversity, equity and inclusion will also be scheduled. All new applicants must complete this training within one year of appointment.

Commission, Board and Committee Interaction with the City Council

In accordance with City Council Policy 3002 *City Commissions, Board and Committees; Appointed Representatives to Outside Agencies and Boards (Attached)*, adopted by Resolution No: 2021-R040, all CBCs shall periodically report to City Council regarding their activities. Section V of the policy states:

"In an effort to facilitate regular communications between the City Council and its Commissions, joint meetings between the City Council and each of the Commissions shall be scheduled on an annual basis. Periodically, but no less than quarterly, each CBC shall submit to the City Council a written report on their respective activities. Nothing in this Policy shall preclude the City Council from requesting a report from any CBC at any time."

New Commission members will be informed of this requirement during their orientation.

FISCAL ANALYSIS

Costs for advertising the vacancies in the newspaper and on social media totaled approximately $700. Future costs will include the following: Diversity, Equity, and Inclusion training for members may cost up to $1,300, Sexual Harassment training may cost up to $1,250, and new appointees to the Landlord-Tenant Mediation Board will need 30 hours of professional mediation training at a cost of up to $625. Sufficient funding to support these costs has been included in the FY 2022-2023 Proposed Budget.

ATTACHMENT

1. City Council Policy 3002 (*City Commissions, Board and Committees; Appointed Representatives to Outside Agencies and Boards)*

MOTION

That the City Council make the following appointments as desired:

1. Appoint _____ to Seat No. 1 for a partial term expiring on June 30, 2023; and _____ to Seat No. 2 for a full term expiring on June 30, 2026, to the Civil

Service Commission;

2. Appoint _____to Seat No. 5 to the Cultural Affairs Commission for a full-term expiring June 30, 2026;

3. Appoint _____to Seat No. 3 to the Parks, Recreation, and Community Services Commission for a full-term expiring June 30, 2026;

4. Appoint _____to Seat No. 5 to the Planning Commission for a full-term expiring June 30, 2026;

5. Appoint _____to the Board of Trustees of the Los Angeles County West Vector and Vector-Borne Disease Control for a term expiring on December 31, 2023;

6. Appoint _____ to fill Tenant - Seat No. 3, _____ to fill Landlord - Seat No. 3, and _____ to fill Member At-Large - Seat No. 3 to the Landlord-Tenant Mediation Board for full terms expiring on June 30, 2026;

7. Appoint _____to Seat No. 3 to the Advisory Committee on Housing and Homelessness for a full-term expiring June 30, 2026;

8. Appoint _____ to Resident Senior Citizen Seat, _____ to Resident Seat No. 3, _____ to Local Business Representative Seat for two-year terms expiring on June 30, 2024; and _____ to CCUSD High School Student Seat for a one-year term expiring on June 30, 2023, to the Bicycle and Pedestrian Advisory Committee;

9. Appoint _____ to Youth Seat No. 1, and _____ to Labor Seat No. 1 to the Equity and Human Relations Advisory Committee for one-year terms expiring on June 30, 2023;

10. Appoint _____ to Seat No. 5, _____ to Seat No. 6, and _____ to Seat No. 7 to the Fiesta La Ballona Committee for full terms expiring on October 31, 2026;

11. Appoint _____ to Seat No. 1, and _____ to Seat No. 5 to the Disability Advisory Committee for full terms expiring on June 30, 2026;

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12. Appoint _____to Resident Seat 3, and _____ to Local Business Rep Seat 6 to the Finance Advisory Committee for full terms expiring on June 30, 2026; and

13. Appoint _____, _____ and _____ to fill the three Representative Seats to the LAX Area Advisory Committee for full one-year terms of January 1, 2023 to December 31, 2023.