



Staff Report

File #: REPORT 22-0635, Version: 1

**Honorable Mayor and Members of the Hermosa Beach City Council
Regular Meeting of October 11, 2022**

**VACANCY- REPRESENTATIVE TO THE LOS ANGELES COUNTY
WEST VECTOR AND VECTOR-BORNE DISEASE CONTROL
DISTRICT BOARD UPCOMING EXPIRATION OF TERM
(City Clerk Myra Maravilla)**

Recommended Action:

Staff recommends City Council direct staff to immediately advertise and request applications from interested parties for one Los Angeles County West Vector and Vector-Borne Disease Control District Board representative for a two-year term ending December 31, 2024.

Executive Summary:

Incumbent representative, Jim Fasola, has a term that is set to expire on December 31, 2022. Staff requests Council direction to begin the application process to fill the position for the new term beginning on January 1, 2023.

Background:

The Los Angeles County West Vector and Vector-Borne Disease Control District (District) was formed in 1944 and consisted of only five square miles. Over the next 72 years, there have been numerous annexations into the District. At the present time, the District covers over 720 square miles, contains 23 cities and unincorporated territory of the County of Los Angeles, and provides services for over 4,600,000 people. This makes the Los Angeles County West Vector & Vector-Borne Disease Control District the second largest vector control district in the State of California by population served.

The District includes the cities of Agoura Hills, Beverly Hills, Calabasas, Culver City, El Segundo, Hawthorne, Hermosa Beach, Hidden Hills, Inglewood, Lawndale, Lomita, the westerly portion of Los Angeles City, Malibu, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Redondo Beach, Rolling Hills, Rolling Hills Estates, Santa Monica, Torrance, West Hollywood, Westlake Village, and unincorporated territory of the County of Los Angeles.

The District is governed by a Board of Trustees (**Attachment 2**). Each city and county within the boundaries of the District has a right to appoint a representative to the Board. The Board of Trustees establishes District policies and makes budget decisions including that of the salaries and benefits of all District employees. Individual Trustees cannot act independently to change policies, guidelines, or

budget items including salaries and benefits. All policy, guideline, and budget changes must be an act of the full Board at a scheduled and publicly posted meeting of the Board of Trustees.

The regular meetings of the Board of Trustees are held once every two months on the second Thursday of the month at 7:30 p.m. at the District's headquarters located at 6750 Centinela Avenue, Culver City. There are a total of six meetings per year (January, March, May, July, September, and November).

Discussion:

Each city and county within the boundaries of the District has a right to appoint a representative to the Board. A Trustee must be a resident and an elector (registered to vote) of the city from which he/she is appointed.

The City Council may direct the City Clerk to advertise and request applications for the position. Procedures would be similar to advertising and requesting applications for Board or Commission seats. A notice inviting applications would be placed on the City's website, on our social media pages, on our bulletin board, sent to residents who signed up for e-notifications, and published in the Easy Reader.

The recommended application filing deadline is Thursday, November 17, 2022 an staff would return to Council with a follow-up report at its November 29, 2022 meeting. Interviews are anticipated to take place at a special meeting on December 13, 2022, with an appointment at the regular meeting of December 13, 2022. The appointed representative would serve a two-year term ending December 31, 2024.

General Plan Consistency:

This report and associated recommendation have been evaluated for their consistency with the City's General Plan. Relevant Policies are listed below:

Governance Element

Goal 1. A high degree of transparency and integrity in the decision-making process.

Policies:

- **1.1 Open meetings.** Maintain the community's trust by holding meetings in which decisions are being made, that are open and available for all community members to attend, participate, or view remotely.
- **1.4 Consensus oriented.** Strive to utilize a consensus-oriented decision-making process.
- **1.7 Diversity of representation.** Strive to reflect a comprehensive cross-section of the community in appointments to Commission and Advisory Committees.

Goal 2. The community is active and engaged in decision-making process.

Policies:

- **2.3 Public participation guidelines.** Establish parameters and guidelines to ensure public participation is promoted through diverse methods.
- **2.6 Responsive to community needs.** Continue to be responsive to community inquiries, providing public information and recording feedback from community interactions.

Fiscal Impact:

The estimated cost of two publications in the Easy Reader would be \$400. Funds are available in the City Clerk's Fiscal Year 2021-22 Budget.

Other than the cost of advertising in the Easy Reader, there are no fiscal impacts associated with the recommended action to the City. Trustees who attend the regularly scheduled meeting are compensated by the District with a payment of \$100 in lieu of expenses. By law, Trustees must attend the meeting to receive this compensation. If additional meetings are necessary during the month, no additional compensation is awarded. No Trustee can receive more than \$100 per month for serving on the Board regardless of the number of meetings.

Attachments:

1. Trustee Information Sheet
2. Board of Trustees
3. Link to District Website

Respectfully Submitted by: Myra Maravilla, City Clerk

Noted for Fiscal Impact: Viki Copeland, Finance Director

Approved: Suja Lowenthal, City Manager