



## Staff Report

---

File #: REPORT 18-0481, Version: 1

---

### Honorable Mayor and Members of the Hermosa Beach City Council Regular Meeting of August 28, 2018

#### **VACANCIES - BOARDS AND COMMISSIONS - UPCOMING EXPIRATION OF TERMS ON THE PUBLIC WORKS COMMISSION** (City Clerk Elaine Doerfling)

##### **Recommended Action:**

It is recommended that City Council authorize the City Clerk to advertise and request applications for two Public Works Commission seats (current terms expire October 31, 2018).

##### **Background:**

Two terms on the Public Works Commission are due to expire October 31, 2018.

Applicants/appointees must be qualified electors of the City. Appointments will be for four-year terms ending October 31, 2022. These seats are currently held by:

- Kathy Dunbabin - appointed 10/27/15 to fill an unexpired term; and
- Andrea Giancoli - appointed 11/25/14 to a full four-year term.

Following established procedure, this matter is brought to the City Council's attention for direction with regard to advertising the two upcoming term expirations. A notice inviting applications for the Commission seats will be placed on the City's website, posted in the usual Civic Center locations, sent to residents who signed up for e-notifications, and published twice in the Easy Reader (on September 6 and 13), setting an application filing deadline of Tuesday, October 2, with a report back to the Council at its meeting of October 9 for the scheduling of applicant interviews, with appointments to be made at the meeting of October 23, 2018.

**Submitted by:** Elaine Doerfling, City Clerk

**Concur:** John Jalili, Interim City Manager