



## Staff Report

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File #: REPORT 18-0622, Version: 1

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**Honorable Mayor and Members of the Hermosa Beach City Council  
Regular Meeting of October 9, 2018**

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

**Recommended Action:**

City Clerk recommends that the City Council select one of the following options:

1. Appoint the two applicants (both incumbents) to the Public Works Commission for four-year terms ending October 31, 2022;

**- OR -**

2. Request the City Clerk re-advertise for additional applicants, with interviews to be scheduled at a later date.

**Background:**

On August 28, 2018, the City Council authorized the City Clerk to advertise and request applications for two Public Works Commission seats with terms set to expire October 31, 2018. A notice inviting applications was placed on the City's website, posted at visible Civic Center locations, and published twice in the Easy Reader, setting an application filing deadline of Tuesday, October 2. The City Clerk also announced and distributed copies of the notice, along with board/commission applications, to the 23 new Leadership Hermosa Beach (LHB) class members during her presentation at the LHB Orientation on Saturday, September 8, 2018.

The two incumbent Public Works Commissioners submitted applications prior to the October 2 filing deadline; no other applications were received. Given that both applicants are currently seated as Public Works Commissioners, City Council may choose to proceed with a decision without interviews. Should Council choose to forgo interviewing the incumbent applicants, the City Clerk recommends that the Council reappoint Kathy Dunbabin and Andrea Giancoli to the Public Works Commission for four-year terms ending October 31, 2022. Alternatively, Council can request the City Clerk to re-advertise for additional applicants, with interviews to be scheduled at a later date.

**Attachments:** Two applications

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

**Approved:** Suja Lowenthal, City Manager