



Staff Report

File #: REPORT 22-0571, Version: 1

Honorable Mayor and Members of the Hermosa Beach City Council Regular Meeting of September 28, 2022

VACANCIES-PUBLIC WORKS COMMISSION TERM EXPIRATION-SCHEDULE APPLICANT INTERVIEWS (City Clerk Myra Maravilla)

Recommended Action:

Staff recommends City Council schedule interviews with Public Works Commission applicants on Tuesday, October 11, 2022 at 4:00 p.m. to fill two vacancies for four-year terms ending October 31, 2026.

Executive Summary:

Two Public Works Commission positions come to term on October 31, 2022. Council directed staff to advertise and request applications from interested parties, which resulted in six applicants. Staff recommends City Council schedule interviews to take place on Tuesday, October 11, 2022 at 4:15 p.m.

Background:

In accordance with Hermosa Beach Municipal Code Chapter 2.80, the Public Works Commission shall consist of five members appointed by the City Council for terms of four years. Members of the Public Works Commission shall be qualified electors of the City.

At its meeting of August 9, 2022, the City Council directed the City Clerk to advertise for applicants to fill the Public Works Commission terms due to expire October 31, 2022. Along with e-notifications, the vacancy notice with invitation to apply was posted on August 18, 2022 on the City's website and was published in the Easy Reader, with an application filing deadline of 6:00 p.m. on Wednesday, September 21, 2022.

Past Council Actions

Meeting Date	Description
August 9, 2022	City Council directed the City Clerk to advertise for applicants to fill the two Public Works Commission terms due to expire October 31, 2022.

Discussion:

Five applications (attached) were received; applicants are alphabetically listed below:

1. Steven Campbell
2. Kathy Dunbabin (incumbent)
3. Camilla Eng (late submission)
4. Thor L. Legvold
5. Matt McCool
6. Kimberly Noble

Staff recommends interviews take place at 4:00 p.m., prior to the regular meeting of Tuesday, October 11, 2022, with appointments to four-year terms that will expire October 31, 2026 made later that evening at the regular City Council meeting. The Public Works Commission's next meeting is scheduled for Wednesday, November 16, 2022.

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:

There are no fiscal impacts associated with the recommended action.

Attachments:

1. Link to August 9, 2022 City Council Meeting
2. Public Works Commission Application-Sтивен Campbell
3. Public Works Commission Application-Kathy Dunbabin
4. Public Works Commission Application-Thor L. Legvold
5. Public Works Commission Application-Matt McCool
6. Public Works Commission Application-Kimberly Noble

Respectfully Submitted by: Myra Maravilla, City Clerk

Approved: Suja Lowenthal, City Manager