



Staff Report

File #: REPORT 22-0762, Version: 1

**Honorable Mayor and Members of the Hermosa Beach City Council
Regular Meeting of November 29, 2022**

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

Recommended Action:

Staff recommends City Council:

1. Direct the City Clerk to return to the regular City Council meeting of December 13, 2022 with an item to appoint incumbent and sole applicant Jim Fasola as the Hermosa Beach representative to the Los Angeles County West Vector and Vector-Borne Control District Board for a new two-year term ending December 31, 2024; or
2. Direct the City Clerk to re-advertise and request applications through December 31, 2022 and to schedule interviews or recommend an appointment to fill the vacancy on January 10, 2023.

Executive Summary:

At its October 11, 2022 meeting, the City Council directed the City Clerk to advertise and request applications for a Hermosa Beach representative to the Los Angeles County West Vector and Vector-Borne Control District Board, to be appointed at the Council meeting of December 13, 2022 for a two-year term ending December 31, 2024.

A notice inviting applications was placed on the City's website, posted to the City's bulletin board, sent to residents who signed up for e-notifications, and published in the Easy Reader on October 2, 2022. The filing deadline to submit an application was Thursday, November 17, 2022. The City received an application from the City's incumbent representative, Jim Fasola. Therefore, staff recommends City Council either direct staff to prepare a staff report recommending the incumbent be reappointed or re-advertise the position with a new application deadline of 6:00 p.m. on Thursday, December 31, 2022.

Background:

The Los Angeles County West Vector & 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. 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 is a total of six meetings per year (January, March, May, July, September, November).

Past Council Actions

Meeting Date	Description
October 11, 2022	City Council directed the City Clerk to advertise the upcoming vacancy through November 17 and report back on November 29 with the applications submitted

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 they are appointed. Appointment term periods are two years each and permanently preset for each city to provide evenly spaced turnover on the Board of Trustees. The present term for the City of Hermosa Beach began on January 1, 2020 and will end on December 31, 2022.

Following City Council's direction to advertise the upcoming vacancy, a notice inviting applications was placed on the City's website, posted to the City's bulletin board, sent to residents who signed up for e-notifications, and published in the Easy Reader on October 2, 2022. The filing deadline to submit an application was Thursday, November 17, 2022. Staff received one application from the City's current representative, Jim Fasola (**Attachment 1**).

Based on the applications received to date, the City Council has two options. It may either direct staff to prepare a staff report for its regular meeting of December 13, 2022 recommending the appointment of Jim Fasola, or it may direct the City Clerk to re-advertise the position with a new application deadline of 6:00 p.m. on Thursday, December 31, 2022 to ensure that all residents and electors have had the opportunity to apply. After the conclusion of the extended application period, City Council may then schedule interviews or recommend an appointment to fill the vacancy at its regular meeting of January 10, 2023.

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 republishing in the Easy Reader is \$200. Funds are available in the City Clerk's Fiscal Year 2022-23 Budget.

Attachments:

1. Jim Fasola Application
2. Link to October 11, 2022 City Council Staff Report

Respectfully Submitted by: Myra Maravilla, City Clerk

Noted for Fiscal Impact: Viki Copeland, Finance Director

Approved: Suja Lowenthal, City Manager