



CITY OF MANHATTAN BEACH

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STAFF REPORT

Agenda Date: 6/3/2025

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Talyn Mirzakhanian, City Manager

FROM:

Liza Tamura, City Clerk

Martha Alvarez, Assistant City Clerk

Breana Contreras, Deputy City Clerk

SUBJECT:

Consideration of an Urgency Ordinance and Introduction and First Reading of an Ordinance Amending Chapter 2.44 (City Boards, Commissions, and Committees) of the Manhattan Beach Municipal Code Amending Membership for the Parks and Recreation Commission, Library Commission, and Cultural Arts Commission (No Budget Impact) (City Clerk Tamura).

(Estimated Time: 30 Mins.)

A) ADOPT URGENCY ORDINANCE NO. 25-0005-U

B) INTRODUCE FIRST READING OF ORDINANCE NO. 25-0005

C) ADOPT RESOLUTION NO. 25-0052

D) CONDUCT APPOINTMENT OF ADDITIONAL MEMBERS

RECOMMENDATION:

Staff recommends that the City Council:

- a) Adopt Urgency Ordinance No. 25-0005-U;
- b) Introduce and conduct the first reading of Ordinance No. 25-0005; and
- c) Adopt Resolution No. 25-0052, amending the membership structure for the Parks and Recreation Commission, Cultural Arts Commission, and Library Commission

Upon adoption of these legislative actions, the City Council may proceed with the appointments of the following additional members:

- Member-at-Large Seat for the Cultural Arts Commission
- Member-at-Large Seat for the Library Commission
- Student Representative Alternate Seat for the Parks and Recreation Commission
- Student Representative Alternate Seat for the Cultural Arts Commission
- Student Representative Alternate Seat for the Library Commission

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

Manhattan Beach's City Boards, Commissions, and Committees play a vital role in shaping local policies and programs that enhance the community's quality of life. Over time, the City Council has taken steps to modernize and refine commission membership structures to ensure broad community representation and civic engagement.

In April 2017, the City Council reviewed the updated Boards and Commissions Handbook, which outlined recommended adjustments to membership criteria. That same year, the Council adopted Resolution No. 17-0059, amending membership requirements for the Parks and Recreation Commission, Library Commission, and Cultural Arts Commission to include student representative seats. This change was aimed at strengthening collaboration, expanding outreach to young residents, and enhancing youth participation in local government.

Later, in September 2017, the City Council approved Ordinance No. 17-0017, formally revising the number of members on the Library Commission and Cultural Arts Commission from five to six, reinforcing its commitment to expanding representation.

At the May 5, 2025, City Council meeting, the Council further examined commission membership requirements and directed staff to prepare an ordinance and resolution to reflect additional modifications. These refinements would further align commission structures with evolving community needs by:

- Increasing the membership of the Cultural Arts Commission and Library Commission from six to seven members by adding one member-at-large.
- Expanding youth engagement by adding one alternate student representative to the Parks and Recreation Commission, Cultural Arts Commission, and Library Commission.

DISCUSSION:

Expanding commission membership enhances civic participation, accessibility, and inclusivity across Manhattan Beach's advisory bodies. The proposed changes ensure a broader range of community expertise in decision-making and maintain continuity in commission operations.

To ensure broad community engagement, staff conducted outreach for the 2025 Annual Boards and Commissions Interview and Appointment Process.

- The city received 73 applications (44 adults, 29 students).
- 8 applicants withdrew their applications prior to the interviews.
- 43 applicants participated in interviews conducted on April 22, 2025.
- 6 applicants were unable to participate in interviews but requested to remain under consideration by the City Council for appointment.
- 5 applicants contacted the City Clerk's Office during the interviews to confirm their continued interest despite their absence.
- 2 applicants that were scheduled to interview, contacted the City Clerk's Office and withdrew their application.

- 9 applicants did not confirm their interest in continuing with the process.

At the May 5, 2025, City Council meeting, the Council further examined commission membership requirements and directed staff to prepare an ordinance and resolution to reflect additional modifications. These refinements would further align commission structures with evolving community needs by:

- Increasing the membership of the Cultural Arts Commission and Library Commission from six to seven members by adding one member-at-large.
- Expanding youth engagement by adding one alternate student representative to the Parks and Recreation Commission, Cultural Arts Commission, and Library Commission.

Following the annual appointment process at May 6, 2025, City Council meeting, staff reached out to eligible applicants to confirm interest in the available commission positions.

The following candidates are interested in the Cultural Arts Commission Member-at-Large Seat No. 6:

Nancy Arnold Lindsey Kartvedt
John Ankwicz Ethan Kaufman
Monica Bodell Heather Kim
Stephanie Bond Catherine Oh
Elissa Braitman Kavita Patel
Anthony Fergunson Lida Sandera
Amy Ferris Jill Schrecter
Tony Gonzales Karen Tokashiki
Philip Guidry Debra Van Ness
Jake Jevitz Edward Wolfman

The following candidates are interested in the Library Commission Member-at-Large Seat No. 6:

Monical BodellEthan Kaufman
Elissa Braitman Heather Kim
Anthony Fergunson Catherine Oh
Amy Ferris Kavita Patel
Philip Guidry Marje Schuetze-Coburn
Justin Hong Ketty Thelen
Jake Jevitz Edward Wolfman
Lindsey Kartvedt

The following were included for consideration at the May 6, 2025, Annual Appointment Process, but have not confirmed interest for the Cultural Arts Commission Member-at-Large Seat and Library Commission Member-at-Large Seat.

Paul Mazurek Shane Mengel

The following declined consideration for the Cultural Arts Commission Member-at-Large Seat and Library Commission Member-at-Large Seat:

William Foster Michael McGinley
Levi Haugen Tom Williams

The following candidates are interested in the Parks and Recreation Commission Student Representative Alternate Seat No. 7b:

Jade AreallanoGrant Lang
Ashton Bendavid June Manabe
Isabel Borocho Lila Mokhtari
Peyton Burke Zoe Nicols
Katya Horasz Kaiyan Patel
Theo Kimble

The following candidates are interested in the Cultural Arts Commission Student Representative Alternate Seat No. 7b:

Jade ArellanoLila Mokhtari
Isabel Borocho Zoe Nicols
Isabella Jacobson Kaiyan Patel
Theo Kimble Stella Pulos
Grant Lang

The following candidates are interested in the Library Commission Student Representative Alternate Seat No. 7b:

Jade ArellanoLila Mokhtari
Isabel Borocho Zoe Nicols
Isabella Jacobson Mia Pacourek
Theo Kimble Kaiyan Patel
Grant Lang Stella Pulos

The following were included for consideration at the May 6, 2025, Annual Appointment Process, but have not confirmed interest in the additional Student Representative Alternate membership.

Kate Bui Chase Peers
Reece Gordon Lucia Selipanov
Tara Khaleghian Hunter Taylor
Bryce McIntyre

The following declined consideration for the Parks and Recreation Commission Student Representative Alternate Seat, Cultural Arts Commission Student Representative Alternate

Seat, and Library Commission Student Representative Alternate Seat:

Andrew Jang Jordan Malone

By adopting these updates, the City Council will align commission membership with policy objectives, while reinforcing its commitment to broad community representation. Upon adoption of Urgency Ordinance No. 25-0005-U, completion of the first reading of Ordinance No. 25-0005, and approval of Resolution No. 25-0052, the City Council will be positioned to formally appoint individuals to the newly created seats. Upon appointment, the newly appointed commissioners will begin their terms on June 1, 2025.

PUBLIC OUTREACH:

After analysis, staff determined that public outreach was not required for this code amendment.

ENVIRONMENTAL REVIEW:

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is necessary.

LEGAL REVIEW:

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

ATTACHMENTS:

1. Urgency Ordinance No. 25-0005-U
2. Ordinance No. 25-0005
3. Resolution No. 25-0052