

February 10, 2025

City Manager Talyn Mirzakhanian  
City of Manhattan Beach  
1400 Highland Avenue  
Manhattan Beach, CA 90266

**Dear City Manager,**

I hope this message finds you in good spirits. I am reaching out on behalf of the **KHHR Communities Network Committee (CNC)** to discuss an important matter concerning the consistent attendance at our scheduled committee meetings. Active engagement from all member cities is vital for maintaining quorum and progressing initiatives that benefit our communities.

In accordance with **Hawthorne Resolution No. 8509**, which amends the membership composition of the KHHR Communities Network Committee and clarifies the elections and terms of the Chair and Vice-Chair, we encourage all member cities to ensure active representation to facilitate balanced decision-making and operational effectiveness.

It has come to our attention that the City of Manhattan Beach has not had representation at several CNC meetings. We understand that unforeseen circumstances or resource limitations may impact attendance. Nevertheless, regular representation is essential to meet the responsibilities set forth in the resolution and to uphold the mission of the CNC.

To address this situation, we would appreciate your feedback on the following options:

- 1. Electing a New Representative:** If the current representative is unable to fulfill their duties, we encourage your city to appoint a new delegate who can participate actively in CNC meetings.
- 2. Removing the City's Seat:** If your city prefers to relinquish its seat on the CNC, please inform us so that we can adjust the membership composition accordingly, which will aid in achieving quorum.

We greatly value your city's involvement and are dedicated to collaborating effectively to ensure the ongoing success of the CNC. Please communicate your city's preference no later than **March 10, 2025**. Should you have any questions or need further information, feel free to reach out at **(310) 349-2910** or email my assistant, Catherine Alcantara at [calcantara@cityofhawthorne.org](mailto:calcantara@cityofhawthorne.org).

Thank you for your attention to this important issue and for your continued commitment to regional collaboration and community development.

Best regards,



Vontray Norris  
City Manager  
City of Hawthorne