



Legislation Details (With Text)

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In control: City Council Regular Meeting

On agenda: 4/2/2019 **Final action:**

Title: Accept Resignation from Parks and Recreation Commissioner Sue Allard, Declare Vacant Parks and Recreation Commission Seat No. 5 (Allard), and Defer Parks and Recreation Commissioner Appointment Until the Annual Boards and Commissions Interview and Appointment Process (City Clerk Tamura).

- a) ACCEPT RESIGNATION
- b) DECLARE VACANCY
- c) DEFER PARKS AND RECREATION COMMISSIONER APPOINTMENT

Sponsors:

Indexes:

Code sections:

Attachments: 1. Parks and Recreation Commissioner Allard's Resignation

Date	Ver.	Action By	Action	Result
4/2/2019	1	City Council Regular Meeting		

TO:
Honorable Mayor and Members of the City Council

THROUGH:
Bruce Moe, City Manager

FROM:
Liza Tamura, City Clerk
Martha Alvarez, Senior Deputy City Clerk
Alexandria Latragna, Management Analyst

SUBJECT:
Accept Resignation from Parks and Recreation Commissioner Sue Allard, Declare Vacant Parks and Recreation Commission Seat No. 5 (Allard), and Defer Parks and Recreation Commissioner Appointment Until the Annual Boards and Commissions Interview and Appointment Process (City Clerk Tamura).

- a) ACCEPT RESIGNATION
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RECOMMENDATION:
Staff recommends that the City Council:

1. Accept the resignation from Sue Allard for Parks and Recreation Commission (Seat No. 5);
2. Declare vacant Parks and Recreation Commission Seat No. 5 (Allard); and

3. Defer the Parks and Recreation Commissioner Appointment until the Annual Boards and Commissions Interview and Appointment process in May 2019.

FISCAL IMPLICATIONS:

Sufficient funds are available in the City Clerk's Fiscal Year 2018-2019 budget for public outreach efforts.

BACKGROUND:

The Parks and Recreation Commission is responsible for the recreational needs of all citizens, and promotes supervised public recreation within the City. The Commission consists of seven members: four members-at-large, one older adult representative, one representative appointed by the Manhattan Beach Unified School District, and one student representative. Commissioner Allard represented the older adult community.

On March 14, 2019, Commissioner Allard tendered her letter of resignation to the City; therefore, effectively leaving the Parks and Recreation Commission, Seat No. 5, Older Adult seat, vacant. Commissioner Allard is moving out of the City of Manhattan Beach, pending the close of sale at her residence.

DISCUSSION:

Commissioner Allard's term is scheduled to expire May 31, 2021. Pursuant to Manhattan Beach Municipal Code (MBMC) § 2.44.070, "If a vacant seat has more than 18 months remaining in its term, the new member would complete the original term and then seek reappointment via the regular procedures for the next three year term." Therefore, a newly appointed commissioner will complete the original term, and then have an opportunity to apply for reappointment at that time. (Please note: Commissioner Allard intends to serve in her capacity until the sale of her residence, which is expected to coincide with the 2019 Annual Boards and Commissions Interview and Appointment process).

Staff recommends that the City Council accept the resignation from Parks and Recreation Commissioner Sue Allard, declare vacant Parks and Recreation Commission Seat No. 5 (Older Adult Seat), and defer the appointment to the Parks and Recreation Commission Seat No. 5 until the 2019 Annual Boards and Commissions Interview and Appointment process. Commissioner Allard's official resignation date will be effective upon the City Council appointment of her successor or the transfer of residence from the City of Manhattan Beach.

POLICY ALTERNATIVES:

ALTERNATIVE 1:

Accept resignation, declare vacancy, and direct City Clerk to conduct public outreach.

PROS:

The vacancy on the commission would be filled expeditiously.

CONS:

The seat would be left vacant for a month until the Annual Board and Commissions Appointment process concludes. Appointments are scheduled for the May 7, 2019, City Council meeting.

PUBLIC OUTREACH:

Upon City Council's approval to declare this seat vacant, the City Council can direct staff to conduct public outreach and advertise the vacancy in the Beach Reporter and the Easy Reader, post notices at City Hall, Manhattan Heights & Joslyn Community Center bulletin boards, the City's website as a "News" item, the City's social media channels, and send an e-notification to website subscribers.

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.

ATTACHMENT:

1. Parks and Recreation Commissioner Allard's Resignation Letter