



## Legislation Text

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**File #:** 14-0241, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, Acting City Manager

**FROM:**

Liza Tamura, City Clerk  
Matthew Cuevas, Management Analyst  
Marcus Raymond, Administrative Clerk II  
Sandy Shaw, Administrative Clerk II

**SUBJECT:**

Declare Vacant Board of Building Appeals Seat No. 4 and Ratify Manhattan Beach Unified School District Nominee Seat No. 2 to the Parks and Recreation Commission (City Clerk Tamura).

**DECLARE VACANCY AND RATIFY PARKS AND RECREATION NOMINEE**

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**RECOMMENDATION:**

Staff recommends that the City Council declare Board of Building Appeals Seat No. 4 vacant, direct the City Clerk to post the vacancy, and ratify the Manhattan Beach Unified School District nominee Kathleen Paralusz for the Parks & Recreation Commission (Seat No. 2).

**FISCAL IMPLICATIONS:**

There is no fiscal impact associated with the recommended action.

**BACKGROUND:**

At the May 6, 2014, City Council meeting, Mr. Kyle King was appointed to the Parking and Public Improvements Commission. At the time of this new appointment, Mr. King was a current, seated member of the Board of Building Appeals. The appointment of Mr. King to the Parking and Public Improvements Commission has created a vacancy on the Board of Building Appeals (Seat No. 4).

Additionally, Ms. Nancy Hersman was appointed to the Planning Commission at the May 6, 2014, City Council meeting. At the time of this new appointment, Ms. Hersman was a current, seated commissioner on the Parks and Recreation Commission. The appointment of Ms. Hersman to the Planning Commission has created a vacancy on the Parks and Recreation Commission (Seat No. 2).

**DISCUSSION:**

The appointment of Mr. King to the Parking and Public Improvements Commission created a vacancy on the Board of Building Appeals. The seat that Mr. King occupied on the Board of Building Appeals was Seat No. 4, which is a Member-at-Large seat. As a result of Mr. King's subsequent appointment to the Parking and Public Improvements Commission, the vacant seat on the Board of Building Appeals must be filled. City policy dictates if a current, seated Commissioner is appointed to a

vacancy on another Board or Commission, City Council must declare the subject seat vacant, direct the City Clerk to post the vacancy, and appoint a member to the vacant seat. Once City Council declares the subject seat vacant and provides direction, the City Clerk will advertise the vacancy and accept applications from the public for Seat No. 4 on the Board of Building Appeals. The deadline to submit applications for this vacant seat is Monday, June 23, 2014. After all applications for the vacant seat have been received, the City Clerk will present the eligible individuals to City Council for appointment at the Tuesday, July 1, 2104 City Council meeting.

The appointment of Ms. Hersman to the Planning Commission created a vacancy on the Parks and Recreation Commission. The seat that Ms. Hersman occupied on the Parks and Recreation Commission was Seat No. 2, which is nominated by the Manhattan Beach Unified School District. As a result of Ms. Hersman's subsequent appointment to the Planning Commission, the vacant seat on the Parks and Recreation Commission needs to be filled. The Manhattan Beach Unified School District nominee is designated by the Board of Trustees of the Manhattan Beach Unified School District. At the May 21, 2014, MBUSD meeting, the school board selected Kathleen Paralusz as their representative to the Parks and Recreation Commission.

**CONCLUSION:**

Staff recommends that the City Council declare Seat No. 4 on the Board of Building Appeals vacant, direct the City Clerk to post the vacancy, and ratify the Manhattan Beach Unified School District nominee Kathleen Paralusz to the Parks & Recreation Commission, Seat No. 2.