



## Legislation Text

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**File #:** 22-0286, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, City Manager

**FROM:**

Liza Tamura, City Clerk

Martha Alvarez, Assistant City Clerk

Patricia Matson, Deputy City Clerk

**SUBJECT:**

Consideration of the Appointment of Stephen D'Amico to the Vacant Parking and Public Improvements Business Community Seat No. 4 or Consideration of an Extension to the Application Period to Increase the Applicant Pool (City Clerk Tamura).

(Estimated Time: 5 Min.)

**APPOINT OR EXTEND APPLICATION PERIOD**

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**RECOMMENDATION:**

Staff recommends that the City Council either:

- Appoint sole applicant, Stephen D'Amico to the vacant Parking and Public Improvements (PPIC) Business Community Seat No.4.
- Extend the application period to July 21, 2022, to increase the applicant pool.

**FISCAL IMPLICATIONS:**

There are no fiscal implications if the City Council appoints Stephen D'Amico. If the City Council directs staff to extend the application period for a second time, another advertisement will be placed in the Beach Reporter notifying the public of the vacancy. A quarter-page printed color advertisement is approximately \$395. The required funds would come from the City Council's budget.

**BACKGROUND:**

At the May 3, 2022, City Council Meeting, the City Council made their annual appointments to the vacant Boards and Commission seats, and directed staff to extend the application period for PPIC Business Community Seat No. 4, as no applications were received. The application period was extended to June 9, 2022, with the appointment scheduled to be made at the June 21, 2022, City Council Meeting.

To solicit interest in the PPIC Business Community seat, the City Clerk's Office placed an advertisement in the Beach Reporter; posted the advertisement on City bulletin boards; posted the vacancy and electronic application on the City's Boards and Commissions webpage; sent out e-notifications to subscribers; and notified the Chamber of Commerce, Downtown Business and Professional Association, and the North Manhattan Beach Business Improvement District of the

vacancy.

### **DISCUSSION:**

At the close of the extended application period (June 9, 2022), one application was submitted by business owner Stephen D'Amico.

The PPIC Business Community seats require that the applicant own and/or operate a business located in the City (excludes home-based businesses), and have a business license registered with the City. Commissioners must also be a resident of Manhattan Beach and a registered voter.

#### **OPTION 1:**

The City Council has the option to appoint Stephen D'Amico to the vacant PPIC Business Community Seat No. 4, with a term ending on May 31, 2025.

Stephen D'Amico meets the general qualifications of a commissioner as well as the specific requirements of the PPIC Business Community Seat.

#### **OPTION 2:**

The City Council has the option of extending the application period deadline until July 21, 2022, at 5:00 PM, with an appointment to the vacant PPIC seat to be made at the August 2, 2022, City Council meeting.

Stephen D'Amico would still be considered a valid candidate after the close of the second extension to the application period.

### **CONCLUSION:**

Staff recommends that the City Council appoint Stephen D'Amico to vacant PPIC Business Community Seat No. 4 or extend the application period until July 21, 2022, at 5:00 PM, with the intention of appointing an applicant at the August 2, 2022, City Council meeting. If the City Council directs to extend the application period, staff will have the electronic application available on the City's Boards and Commissions webpage beginning on Thursday, June 23, 2022.

### **PUBLIC OUTREACH:**

In order to notify the community about the PPIC Business Community seat, the City Clerk's Office placed an advertisement in the Beach Reporter; posted the advertisement on City bulletin boards; posted the vacancy and electronic application on the City's Boards and Commissions webpage; sent out e-notifications to subscribers; and notified the Chamber of Commerce, Downtown Business and Professional Association, and the North Manhattan Beach Business Improvement District of the vacancy.

### **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. PPIC Vacancy Advertisement