



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Fahey and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager

**FROM:** Liza Tamura, City Clerk  
Terri Aliabadi, Deputy City Clerk

**DATE:** March 15, 2005

**SUBJECT:** Declare Vacancies: Parks and Recreation Commission, Seat No. 6 (Spazek) and Planning Commission, Seat No. 4 (Montgomery)

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**RECOMMENDATION:**

Staff recommends the City Council pass a motion to DECLARE VACANT Parks and Recreation Commission Seat No. 6 (Spazek) and Planning Commission, Seat No. 4 (Montgomery) and to add these vacancies to the other commission vacancies during the Annual Board & Commission Appointments on May 3, 2005.

**FISCAL IMPLICATION:**

There is no fiscal impact associated with this action.

**BACKGROUND:**

The Parks and Recreation Commission consists of seven (7) members and is responsible for the recreational needs of all citizens and the promoting of supervised public recreation within the City. The Commission consists of five (5) Citizen-at-Large members and two (2) members nominated by the Manhattan Beach Unified School District, one of which is a high school student.

The Planning Commission consists of five (5) members and is responsible for long-range planning activities, including major permits, commercial planned development permits, zone changes, code amendments, and modification to long-range planning documents, including the City's General Plan and Local Coastal Plan.

**DISCUSSION:**

On March 1, 2005 the City Clerk's Office received a letter of resignation from Terry Spazek who holds Seat No. 6 and represents a member-at-large seat (\*).

(\*) Per Ordinance 1975, 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 (3) year term.

Also, this evening, March 15, 2005, Planning Commissioner Richard Montgomery will be sworn in as a City Councilmember and tender his resignation from the Planning Commission.

Normally, a Board or Commission vacancy would be filled immediately, however, because the annual Board & Commission appointments are so close, it is staff's recommendation to add these additional vacancies to the other commission seats expiring on May 31<sup>st</sup>, 2005.

**ALTERNATIVES:**

Upon Council's approval to declare these vacancies, Council may choose to:

- direct staff to fill the vacancies, as usual, by advertising and contacting those persons who have expressed an interest in the Parks and Recreation Commission and Planning Commission and have an application on file in the City Clerk's Office.
- direct staff to add these vacancies to the other Parks and Recreation Commission and Planning Commission vacancies which will expire on May 31, 2005.

Board and Commission interviews are currently scheduled to take place on April 26, 2005 and Council appointments for all vacant Commission seats, expiring on May 31, 2005, will take place at the May 3, 2005 City Council meeting.

**CONCLUSION:**

If Council chooses to direct staff to fill the vacancy as usual, Council will appoint the new members at the City Council meeting of April, 19, 2005. However, if Council chooses to add these vacancies to the other annual Board and Commission vacancies, the appointments will take place on May 3, 2005.

Attachment: Terry Spazek resignation letter  
Richard Montgomery resignation letter

TERRY SPAZEK

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RECEIVED  
CITY CLERK'S OFFICE

'05 MAR -1 P11:52

Manhattan Beach City Council  
1400 Highland Ave.  
Manhattan Beach, CA 90266

cc: city council  
Geoff  
Sherilyn  
Rich G.

February 22, 2005

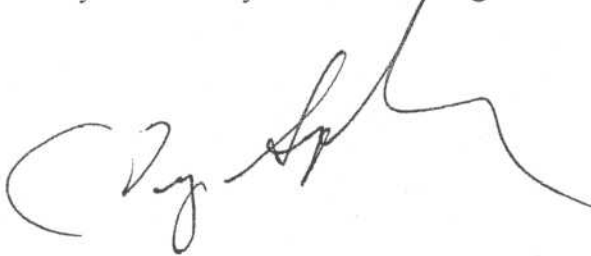
To:  
Hon Linda Wilson, Mayor  
Joyce Fahey, Mayor Pro Tem  
Mitch Ward, Council Member  
Steve Napolitano, Council Member  
Jim Aldinger, Council Member

Regretfully, please accept my resignation as commissioner on the Parks and Recreation Commission.

In the short time I have been active on the Commission, I have thoroughly enjoyed working with my fellow commissioners on the various issues brought to the Commission for recommendation to the Council. I will surely miss the opportunity to assist in our city government work.

Due to the nature of my job, during the past 4 months I have been home only on weekends. Again, in March I will be away for 3 more months. This is no way to participate in important City business and therefore, I have no choice but to resign.

Many thanks for your understanding.



CC: Richard Gill  
Parks and Recreation Commission



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**FAX COVER LETTER**

To: **Ms. Liza Tamura – City Clerk**  
From: R. P. Montgomery  
Receiving FAX No.: (310) 802-5051

Number of pages faxed, including this one: 1

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Date: March 11, 2005

Dear Liza,

Due to my election to City Council, I am hereby resigning my position as a member of the Planning Commission, effective immediately.

Please call me if you need anything further. Thank you. Richard

Cc: **Richard Thompson – Community Director**  
File