



# Administrative Report

H.4., File # 24-1277

Meeting Date: 7/30/2024

**To:** MAYOR AND CITY COUNCIL  
**From:** ELEANOR MANZANO, CITY CLERK

**TITLE**  
EXCUSED ABSENCES FROM VARIOUS COMMISSION AND COMMITTEE MEETINGS

**EXECUTIVE SUMMARY**

<u>Commissioner/Member</u>	<u>Board/Commission/Committee</u>	<u>Meeting Date</u>
Damien Marin	Budget & Finance	July 11, 2024
Vivek Gupta	Public Safety	July 15, 2024
Erik Fernandez	Historical	July 17, 2024
Roger Light	Planning	July 18, 2024
Candace Nafissi	Public Works & Sustainability	July 22, 2024
Cindi Arrata	Public Works & Sustainability	July 22, 2024
Marci Klein	Public Art	July 24, 2024
Jeff Gaul	Public Safety	August 19, 2024

On July 11, 2024, the City Clerk received notification from Commissioner Marin, requesting an excused absence for the July 11, 2024, Budget & Finance Commission Meeting for personal reasons.

On July 15, 2024, the City Clerk received notification from Commissioner Gupta, requesting an excused absence for the July 15, 2024, Public Safety Commission Meeting for personal reasons.

On July 15, 2024, the City Clerk received notification from Commissioner Fernandez, requesting an excused absence for the July 17, 2024, Historical Commission Meeting for personal reasons.

On July 6, 2024, the City Clerk received notification from Commissioner Light, requesting an excused absence for the July 18, 2024, Planning Commission Meeting for personal reasons.

On July 15, 2024, the City Clerk received notification from Commissioner Nafissi, requesting an excused absence for the July 22, 2024, Public Works & Sustainability Commission Meeting for personal reasons.

On July 7, 2024, the City Clerk received notification from Commissioner Arrata, requesting an excused absence for the July 22, 2024, Public Works & Sustainability Commission Meeting for personal reasons.

On July 24, 2024, the City Clerk received notification from Commissioner Klein, requesting an excused absence for the July 24, 2024, Public Art Commission Meeting for personal reasons.

On July 8, 2024, the City Clerk received notification from Commissioner Gaul, requesting an excused absence for the August 19, 2024, Public Safety Commission Meeting for personal reasons.

### **BACKGROUND**

As of September 3, 2019, the City Council authorized the City Clerk to revise the policy pertaining to requests for excused absences, whereby Board Members and Commissioners are required to communicate impending absences directly to the City Clerk for processing.

Pursuant to Sec 2-9.107 of Redondo Beach Municipal Code in order for absences from regular meetings of City Commissions to be considered excused absences, permission must be requested from the City Council and approval must be expressed in the official minutes of the Council.

### **APPROVED BY:**

*Eleanor Manzano, City Clerk*

### **FISCAL IMPACT**

None