



# Administrative Report

H.17., File # 21-2276

Meeting Date: 4/6/2021

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

## **TITLE**

EXCUSE ABSENCES OF VARIOUS COMMISSIONERS FROM VARIOUS COMMISSION MEETINGS

## **EXECUTIVE SUMMARY**

<u>Commissioner</u>	<u>Board/Commission</u>	<u>Meeting Date</u>
Vanessa Vogelsang	Housing Authority	March 16, 2021
Grace Coopman	Library	April 05, 2021
Candice Nafissi	Library	April 06, 2021
Candice Nafissi	GPAC	April 07, 2021

On March 16, 2021, the City Clerk received notification from Commissioner Vogelsang requesting an excused absence for the March 16, 2021 Housing Authority Meeting.

On March 20, 2021, the City Clerk received notification from Commissioner Coopman requesting an excused absence for the April 05, 2021 Library Commission Meeting.

On March 24, 2021, the City Clerk received notification from Commissioner Nafissi requesting an excused absence for the April 06, 2021 Library Commission Meeting.

On March 24, 2021, the City Clerk received notification from Commissioner Nafissi requesting an excused absence for the April 07, 2021 GPAC Meeting.

## **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 now required to communicate impending absences directly to the City Clerk for processing.

Pursuant to Resolution No.CC-1612-122, Establishing a General Plan Advisory Committee (GPAC):  
Section 9, as it relates to absences:

*"SECTION 9. A member of the committee shall be removed for missing 3 meetings of the committee, unless by permission of the City Council expressed in its official minutes, or if he or she ceases to be a resident of*

*Redondo Beach. A replacement may be appointed by the Mayor in his discretion subject to City Council confirmation. If the removed member was the representative of one of the Council Members, then the Council Member may nominate another representative to the Committee. The Council Member may not nominate the same individual who was previously removed."*

**APPROVED BY:**

*Eleanor Manzano, City Clerk*

**FISCAL IMPACT**

None