



# NEWPORT BEACH

## City Council Staff Report

November 28, 2023  
Agenda Item No. 20

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** Leilani I. Brown, City Clerk - 949-644-3005,  
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**TITLE:** Appointment to the Board of Library Trustees to Fill an Unscheduled  
Vacancy

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### **ABSTRACT:**

On October 16, 2023, Douglas Coulter resigned from his position on the Board of Library Trustees. Due to his resignation, the City Council has the opportunity to fill the vacant position pursuant to the City Charter, City Council Policy A-2 (*Boards, Commissions and Committees*), and the Maddy Act.

### **RECOMMENDATIONS:**

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly; and
- b) Appoint Fiona Ivey, Chase Rief or Jenny Williams to fill the vacancy on the Board of Library Trustees.

### **DISCUSSION:**

On October 16, 2023, Douglas Coulter resigned from his position on the Board of Library Trustees. Per City Council Policy A-2, *Boards, Commissions and Committees*, the City Council's new appointee to the Board of Library Trustees will serve the balance of the unexpired term that ends on June 30, 2025.

In compliance with City Council Policy A-2 and the Maddy Act, the City Clerk prepared and posted a Notice of Vacancy on Tuesday, October 17, 2023, in the City Clerk's Office, at the Central Library, on the bulletin board in the City Council Chambers, and on the City's website. In addition, the Notice of Vacancy was published in the *Daily Pilot* on Saturday, October 21, 2023. As per the notice, applications were accepted by the City Clerk's Office until noon on Wednesday, November 1, 2023.

Following policy guidelines, Mayor Noah Blom appointed himself and Mayor Pro Tem Will O'Neill to the Ad Hoc Appointments Committee. At the conclusion of the application period, the applications were forwarded to the committee members for their review.

Based upon the recommendation of the Ad Hoc Appointments Committee, the City Council confirmed the nominations of Fiona Ivey, Chase Rief and Jenny Williams at the November 14, 2023 City Council meeting. Copies of their applications are attached hereto as Attachment A.

***Appointment Process***

Pursuant to City Council Policy A-2, appointments to the Board of Library Trustees will take place in the following manner:

- A. The City Council will vote on the appointment of a nominee. The voting will be done by paper ballot and the City Clerk will tabulate and announce the results, including the vote tally.
- B. Each member of the City Council will cast one vote on the paper ballot. To be appointed, an applicant must receive at least four votes.

**FISCAL IMPACT:**

There is no fiscal impact related to this item.

**ENVIRONMENTAL REVIEW:**

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

**NOTICING:**

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

**ATTACHMENT:**

Attachment A – Applications