

## **Explanation for City Council Appointments**

The City Clerk's Office began advertising and accepting applications for vacancies on the Civil Service Commission on July 29, 2025 and most recently on November 5, 2025 with a deadline of November 19, 2025.

## **Background**

In order to obtain qualified candidates, a Notice of Vacancies was advertised on the following: The City website, posted on the City Hall Bulletin Boards, the Star News and City Social Media sites to advertise openings and the application acceptance period. The vacancy presented is due to end of term (September 2025).

Vacancies are listed below:

BCC	Number of Open Seats and Term expiration for that seat	Appointing Member(s)	Residency Requirement	Applications Received
Civil Service Commission	(1) One Seat – September 30, 2030	City Council	Yes	David Magana*

Residency requirements are listed if required in the chart above. If filling a resident requirement, applicant must reside within the City of National City at the time the application is submitted to be considered for the resident position.

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Civil Service Commission meetings are held the Second Wednesday of every other month at 5:30 p.m. in the Large Conference Room at City Hall.

\*One application was received in September 2025 from David Magana for consideration for appointment to the Parks, Recreation & Senior Citizens' Advisory Committee. He has now requested that his application be considered for the Civil Service Commission.

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Per City Council Policy #107 (D) Mandatory Training and Filing Requirements:

### **Appointment:**

Per City Council Policy #107 (D)(9):

1. For City Council Appointments, the Interview Process is as follows:
  - a. The City Clerk will provide an overview of the Board, Commission, or Committee(s) with current vacancy (ies). The Mayor will introduce the applicant and two (2) questions will be asked of each applicant on behalf of the City Council.
  - b. Each applicant is given two (2) minutes to make a brief introduction of themselves and their qualifications to the City Council.
  - c. Mayor and City Councilmembers will ask questions of each applicant. All applicants must be asked the same questions.
  - d. Total time per applicant is five (5) timed minutes with time allowed for clarification at the discretion of the City Council, not to exceed ten (10) minutes total per applicant.

Per City Council Policy #107 (D)(14)(3) Attendance:

A Commissioner or Member of a Board, Committee, or Commission must be present at least one hour, or 50% of the entire meeting, whichever is less, to be counted as present for purposes of attendance.

Per City Council Policy #107 (D)(14) Mandatory Training and Filing Requirements:

Commissioners and Members of Board, Committee, or Commission, as appointed by the legislative body, are entrusted with certain responsibilities and concomitant training and reporting. The following are requirements of Commissioners and Members of Boards, Commissions, and Committees. This training is required to be completed within 30 days of appointment or notification.

1. Oath of Office (Article XX of the California Constitution, and California Government Code Section 36507)
2. Fair Political Practices Commission (FPPC) Statement of Economic Interest Form 700 Filing (California Government Code Section 87100 et seq)
3. AB1234 Ethics Training (California Government Code Section 53235.1(b))
4. Anti-Sexual Harassment Training
5. Brown Act Training
6. Social Media Training

Any training required by State Law, Federal Law, or City Policies.

All training is offered in a variety of formats including in person, via Zoom, and training website/software, and pre-recorded video. Currently, these are all requirements of the Mayor and City Council, and City staff.