

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DINA MANIS, DEPUTY CITY CLERK
CITY CLERK'S OFFICE
SUBJECT: INTERVIEW AND APPOINTMENT BOARDS, COMMISSIONS,
AND COMMITTEES

AGENDA ACTION: APPOINTMENTS

RECOMMENDATION

It is recommended by the City Clerk that the Council conduct applicant interviews and consider appointments to fill vacancies on the Housing Authority.

EXECUTIVE SUMMARY

The Council will conduct interviews and consider appointments to fill vacancies on the Housing Authority.

BACKGROUND

The Housing Authority has three At-Large vacancies due to expired terms that have not been filled, and one Tenant Commissioner vacancy. The At-Large incumbents have been continuing to serve until appointments have been made.

Board/Committee	Position	Incumbent
Housing Authority	At-Large	David Harris
Housing Authority	At-Large	Helga Lemke
Housing Authority	At-Large	Stephen Burke

The three At-Large positions are each to serve a term set to expire on December 31, 2022. The Tenant Commissioner position serves a term set to expire December 31, 2020.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

The Housing Authority At-Large and Tenant Commissioner positions are appointed by the full Council per Council Policy 000-06. All persons interested in serving on City boards, commissions, and committees must submit an application to the City Clerk's Office.

The City Clerk's Office conducted a recruitment for applications for the At-Large positions and the following persons have submitted applications for consideration:

Board/Committee	Applicant
Housing Authority At-Large	David Harris, Incumbent - Has served since February 2015
Housing Authority At-Large	Stephen Burke, Incumbent - Has served since February 2015
Housing Authority At-Large	Mousa Abbasi
Housing Authority At-Large	Dorothie Beatty
Housing Authority At-Large	Casey Edmondson
Housing Authority At-Large	Andrea Learned
Housing Authority At-Large	Jeffrey Owen
Housing Authority At-Large	Diane Test
Housing Authority At-Large	James Zilinski
Housing Authority At-Large	Rene Latosa
Housing Authority At-Large	Duane De Witt

Per California Health and Safety Code Section 34270, the Housing and Community Services Department prepared a letter for the Mayor's signature inviting Section 8 tenants to apply for the vacant Housing Authority Tenant Commissioner positions. The letter explains the vacancy and what is required, and an application is enclosed with the letter. Applications are reviewed and vetted by the Housing and Community Services Deputy Director, Manager, and Program Specialists. The following persons were selected for consideration:

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Board/Committee	Applicant
Housing Authority, Tenant Commissioner	Annie Acker
Housing Authority, Tenant Commissioner	Leo Ard
Housing Authority, Tenant Commissioner	Stuart Marks
Housing Authority, Tenant Commissioner	Aaron Miller

The Council's Appointment Policy sets out the following voting procedures for appointments made by the full Council:

"Voting:

- a. Members of boards, commissions and committees shall be selected from all applicants by a process of elimination or by motion.
- b. If selection is by process of elimination, each Council member shall vote for a number of applicants equal to the number of vacant positions, plus two. In the event there are an insufficient number of applicants to vote for a number of applicants equal to the number of vacant positions plus two, the Council may vote for a fewer number as recommended by the City Attorney.
- c. Those applicants receiving one vote or less shall be eliminated.
- d. Subsequent votes shall be taken with each Council member voting for one less applicant than voted for in the previous round. Only applicants not eliminated may be voted upon."

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

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The City Clerk's Office posted a notice on the City's Facebook page and sent a notice to over 4,000 subscribers on Nextdoor.com.

ATTACHMENTS

- Attachment 1 - Notice of Availability of Applications
- Attachment 2 - Council Policy 000-06, Appointment to Boards/Commissions/Committees
- Attachment 3 – Housing Authority Resolution No. 1601

CONTACT

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