

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: STEPHANIE WILLIAMS, DEPUTY CITY CLERK
CITY CLERK'S OFFICE
SUBJECT: INTERVIEW AND APPOINTMENT TO THE BOARD OF BUILDING REGULATIONS APPEALS

AGENDA ACTION: APPOINTMENT

RECOMMENDATION

It is recommended by the City Clerk that the Council conduct applicant interviews and consider appointments to fill four vacancies on the Board of Building Regulations Appeals.

EXECUTIVE SUMMARY

The Council will conduct an interviews and consider appointments to fill four vacancies on the Board of Building Regulations Appeals.

BACKGROUND

The Board of Building Regulations Appeals has had vacancies due to resignations and expiring terms that have not been filled. The following terms are currently vacant. One position is to fill the remainder of a term set to expire on December 31, 2018, and three positions are to serve terms expiring on December 31, 2020:

Board/Committee	Position	Incumbent
Board of Building Regulations Appeals	Mechanical Engineer / Contractor	Vacant (2020)
Board of Building Regulations Appeals	General Contractor	Vacant (2020)
Board of Building Regulations Appeals	Civil Engineer	Vacant (2018)
Board of Building Regulations Appeals	Structural Engineer	David Cooper

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

Board of Building Regulations Appeals members are appointed by the full Council. Per City Code Section 18-04.050 it is desirable but not required that candidates be active in their field and are qualified by experience and training to pass upon matters pertaining to building construction. All persons interested in serving on City boards, commissions, and committees must submit an application.

The City Clerk's Office conducted a recruitment for applications. The following persons have submitted applications for consideration:

Board/Committee	Applicant
Board of Building Regulations Appeals	David Cooper Incumbent
Board of Building Regulations Appeals	Peter Hendrickson
Board of Building Regulations Appeals	Victor Kimball
Board of Building Regulations Appeals	Robert Cantu
Board of Building Regulations Appeals	Richard Paille
Board of Building Regulations Appeals	Stan Clark

Mr. Cooper has served on the Board of Building Regulations Appeals since May 2012.

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.

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- 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

The City Clerk's Office posted a noticed 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 - City Code Section 18-04.050 Board of Building Regulations Appeals

CONTACT

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