

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 two At-Large vacancies due to expiring terms and two Tenant Commissioner due to resignations that have not been filled. The At-large incumbents have currently been continuing to serve until appointments have been made. The two At-large positions are each to serve a 4-year term set to expire on December 31, 2024, the two Tenant Commissioner positions are each to server a 2-year term set to expire 2-years from the date of appointment:

Position	Incumbent
At-Large	Phil Olsen
At-Large	Wayne Downey
Tenant Commissioner	Vacant
Tenant Commissioner – Senior	Vacant

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 the At-Large vacancies and the following persons have submitted applications for consideration:

Applicant
Magdalena Bogart
Kevin Craker
Wayne Downey, Incumbent - Has served since February 2014
Thomas LaPenna
LaDonna Moore
Phil Olsen, Incumbent - Has served since January 2004
Frank Panza
Cynthia Rich
Kevin Tellez Ramos

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.

Additionally, Resolution 1601, Housing Authority Bylaws, outlines the formation of the body and specifies that of the Tenant Commissioners, "one such tenant commissioner shall be over the age of 62 if the authority has tenants of such age." The following persons were selected for consideration:

Tenant Commissioner Applicants	Position Consideration
Tara Montoya	Senior
Urleane Navarro	Senior
Yvonne Rawhouser	Senior
Shoshanna Bernie	At-Large TC
Lewis Brown	At-Large TC
Joyce Garcia	At-Large TC - Withdrawn
Gregg Jann	At-Large TC
Constance Kenney	At-Large TC
Adam Larson	At-Large TC
Tishia Macaluso	At-Large TC
Scott McWhorter	At-Large TC
David Parks	At-Large TC
Sean Roe	At-Large TC
William Waldon	At-Large TC
Michael Whitaker	At-Large TC

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

The City Clerk's Office has conducted recruitment efforts seeking applicants for expired terms and vacancies on the Housing Authority through our srcity.org/boards website, City Connections Newsletter, The Press Democrat, LaVoz and through social media outreach.

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.

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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