

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 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, the Personnel Board, and the Waterways Advisory Committee.

EXECUTIVE SUMMARY

The Council will conduct interviews and consider appointments to fill vacancies on the Housing Authority, the Personnel Board, and the Waterways Advisory Committee.

BACKGROUND

The Housing Authority has two At-Large vacancies due to expiring terms that have not been filled. The incumbents have currently been continuing to serve until appointments have been made. The two positions are each to serve a term set to expire on December 31, 2020:

Board/Committee	Position	Incumbent
Housing Authority	At-Large	Phil Olsen
Housing Authority	At-Large	Wayne Downey

Interviews and Appointments to the Personnel Board

Page 2

The Personnel Board has one At-Large vacancy due to an expiring term that has not been filled. The incumbent has currently been continuing to serve until an appointment is made. The position will serve a term set to expire on December 31, 2020:

Board/Committee	Position	Incumbent
Personnel Board	At-Large	Max Bridges

The Waterways Advisory Committee has one At-Large vacancy due to a resignation of a board member. The position is currently vacant. This position is to fill the remainder of a term set to expire on December 31, 2017:

Board/Committee	Position	Incumbent
Waterways Advisory Committee	At-Large	Vacant

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

The Housing Authority, the Personnel Board, and the Waterways Advisory Committee members 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 and the following persons have submitted applications for consideration:

Board/Committee	Applicant
Housing Authority	Phil Olsen, Incumbent Has served since January 2004
Housing Authority	Wayne Downey, Incumbent Has served since February 2014
Housing Authority	Dorothy Beattie
Housing Authority	Bruce Berkowitz

Interviews and Appointments to the Personnel Board

Page 3

Housing Authority	Angela Conte
Housing Authority	Veronica Castro Herrera
Housing Authority	Yolanda Latham
Housing Authority	Rene Latosa
Housing Authority	John Siri

Board/Committee	Applicant
Personnel Board	Max Bridges, Incumbent Has served since January 2010
Personnel Board	Yolanda Latham
Personnel Board	John McHugh

Board/Committee	Applicant
Waterways Advisory Committee	Mark Neely

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 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
- Attachment 4 – Personnel Board City Code Section 2-28.010 Appointment – Powers and duties
- Attachment 5 - Council Resolution No. 27680

CONTACT

Stephanie Williams, Deputy City Clerk, swilliams@srcity.org, 543-3015.