



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** DENNIS HAWKINS

**SUBJECT:** BOARD AND COMMISSION  
APPOINTMENTS

**DATE:** November 21, 2012

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## RECOMMENDATION

1. Accept the Recommendations as outlined below
2. Place on the December 4, 2012 City Council Agenda for action

## BACKGROUND

On October 23, 2012 the City Council approved some proposed changes to the City's Boards and Commissions program. The City Clerk was directed to return to the City Council with a detailed implementation schedule and workplan. Among the conceptual changes approved were structural improvements, such as updating the Municipal Code and Council Policies. The Small Business Development Commission will be eliminated. Consolidation of the following Commissions or other changes was approved:

- Increase Airport Commission to nine (9) members
- Consolidate Appeals Hearing, Traffic Appeals, and the Building Codes and Disabled Access Boards with nine (9) members
- Consolidate Library and Early Care and Education Commissions with 13 members (9 at-large and 4 with an Early Childcare background)
- Consolidate Advisory Commission on Rents, Housing and Community Development, and Mobilehome Advisory Commissions with 11 members
- Create a Human Services Commission through the consolidation of the Human Rights and Disability Advisory Commissions to also include domestic violence representatives consisting of nine (9) members – seven (7) at-large; one (1) person with a disability or a disability service provider, and one (1) domestic violence service provider or survivor
- Senior Citizens Commission – reduce from 15 to 11 members, each to be appointed by Council District and one at-large member appointed by the Mayor.

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On October 31, 2012, the Rules and Open Government Committee considered several Commission appointments. The Committee referred the appointments to the City Clerk for further review and recommendation on appointments that should be made in light of the impending changes to adjust the terms of office to reflect those changes; or to defer appointments based on pending consolidation or elimination proposals.

### ANALYSIS

Based upon the City Council's October 23 direction, the City Clerk recommends the following actions:

**1. The Rules and Open Government Committee recommends the following appointments:**

- **Airport Commission:** Appoint Matthew Domenici for the balance of an unexpired term ending June 30, 2014. The Commission currently has seven members, including one vacancy. This appointment would bring the Commission to full strength and allow additional members to be appointed upon implementation of the proposed change.
- **Early Care and Education Commission:** Appoint Linda Sending and Mita Mistry to the balance of two vacant seats with unexpired terms ending June 30, 2013. The Commission is currently authorized with 13 members, 7 positions are filled. Three Commissioners (Devora Davis, Maria Davis, and Erica Valadao) are eligible for reappointment upon the expiration of their terms on June 30, 2013. The terms of the remaining four Commissioners expire June 30, 2014 (William Collins, Nguyen Sanders, and Janet Thorsrud are eligible for reappointment and Kaushik Joglekar is not). Due to its limited membership, the proposed appointments will help the Commission conduct its business as the consolidation proceeds.
- **Historic Landmarks Commission:** Appoint Marilyn Messina to an unexpired term ending June 30, 2014. No changes are proposed for the HLC, which consists of 7 members and this action will fill one of two vacancies.
- **Housing and Community Development Commission:** Reappoint Tim Tom and appoint Samuel Duval, Ralph McLaughlin, and Patrick Ngo to terms expiring December 31, 2013. The Commission is authorized at 9 members, 5 seats are filled with two terms expiring December 31, 2012 (Tim Tom, eligible for reappointment and Tamon Norimoto, not eligible). In addition, two Commissioners are not eligible for reappointment upon the expiration of their terms, Brian Darrow on December 31, 2013 and Lee Ellak on December 31, 2014. The recommended appointments to limited terms will maintain two vacancies on the Commission, and provides additional members to complete the Commission's work during the transition period. Upon the eventual consolidation of the Commissions, a new application and appointment process will be necessary to adjust the Commission's membership consistent with various representation requirements.
- **Library Commission:** Appoint Chris Roth to the Library Commission for a term expiring June 30, 2013. The Commission has nine authorized members with 6 seats

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filled. The terms of three members expire June 30, 2013 (David Hook, eligible for reappointment; Hoa (Mike) Nguyen, and Tony Nguyen who are not eligible for reappointment).

- **Mobilehome Advisory Commission:** Reappoint Monna Lang, neutral representative, to the Commission for a short-term expiring December 31, 2013. This will preserve the 5-member Commission's balance during the consolidation process.
  
- 2. **The Rules and Open Government Committee recommends no action be taken on the following appointments due to the pending elimination or consolidation of Commissions:**
  - **Small Business Development Commission: Take no actions on the appointment of** Vikram Singh, Marice Mei Tzeng, and Anita Lim Hong. The Commission is proposed for elimination and has 13 seats with one vacancy. In addition, one Commissioner's term expires December 31 and one Commissioner has resigned, which leaves ten filled positions. The remaining Commissioners should be sufficient to wrap up the Commission's business and the appointment of additional members may complicate the elimination process.
  - **Human Rights Commission:** Take no action on the reappointments of Abraham Kirk Thompson and Guadalupe Rodriguez and the appointments of Christina Ramos and April Allgrove. The Commission has 13 authorized members and two vacancies. By not reappointing two members and maintaining the vacancies, the Commission will have nine active members which are sufficient to conduct its business during the consolidation transition.
  - **Disability Advisory Commission:** Defer the appointment of Fawni Tornel pending the implementation of consolidation. The DAC is authorized at 11 members, 9 positions are currently filled. Action on this appointment could complicate the consolidation process.
  - The City Clerk is directed to contact the applicants and members to determine their interest and qualifications for vacancies on other Commissions.

### **EVALUATION AND FOLLOW-UP**

The City Clerk will return to Council by January 2013 with a detailed implementation schedule and workplan. The status update should include information regarding the membership and functioning of each Board or Commission for the next six months and the transition plan to adjust Commission membership during the consolidations.

### **PUBLIC OUTREACH/INTEREST**

This action does not meet the criteria set below; however the Office of the City Clerk will post the item on the City's Website for the November 28, 2012 Rules and Open Government Committee and the subsequent December 4, 2012 City Council meeting.