



SENT TO COUNCIL: _____

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Tom Manheim

**SUBJECT: SUNSHINE REFORM
TASK FORCE NOMINATIONS**

DATE: April 19, 2006

Approved

Date

INFORMATION

At its April 18th, 2006 meeting, the City Council approved the formation of the *Sunshine Reform Task Force*. This memorandum requests that by May 5, 2006, the Mayor and Council Offices submit a single name and completed application to the City Clerk for each of the following five categories:

Category
Neighborhood Representative
Former Councilmember
Boards & Commissions Representative
Community Based Organization (CBO)
At-large Representative

The City Clerk will record the order in which nominations are received and once all of the nomination forms are submitted will review the names for duplications. If there are any duplications, the office submitting the second of the duplicated names will be invited to submit a substitute name. To assist the City Council in selecting nominees for the seat reserved for a Community Based Organization, staff is gathering a list of CBOs with contact information and will forward this list to your office by the end of the week.

In establishing the Task Force, the City Council defined a set of criteria that all members of the Task Force must meet. To be considered for appointment, an applicant:

- may not be a paid employee working on the campaign of a current councilmember or candidate for City office
- may not be a lobbyist registered with the City
- must be a resident of San José

All potential Task Force members will be required to fill out the attached application and undergo a screening process to identify any potential conflicts of interests.

Sunshine Reform Task Force Nominations

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The names of all potential nominees will be posted once a full pool of potential candidates has been identified, and following the screening process, the City Clerk will draw the names of candidates as follows:

Neighborhood Representative	(3)
Former Councilmember	(1)
Board & Commission Representative	(1)
Community Based Organization	(1)
At-large representative	(1)

Letters and applications have also been sent to the seven groups that will self nominate a single representative: United Neighborhoods of Santa Clara County, Strong Neighborhoods Initiative Project Area Committee, Chamber of Commerce, Silicon Valley Leadership Group, League of Women Voters, South Bay Labor Council and news media in Santa Clara County. Staff also intends to return in two weeks with a recommended candidate to fill the academic seat.

In approving the Task Force, the City Council emphasized the diversity of our City and its interest in having the composition of the Task Force reflect this diversity. Please help us achieve a diverse Task Force as you are considering who to recommend as your nominee. We have also conveyed the City Council's interest in achieving a diverse task force to all of the organizations that are self-nominating a representative.

The timeline for completing the task force work is as follows. We would like the names of your nominees by May 5, 2006. The names of the nominees will be posted and distributed publicly as the staff's screening process is completed. The time and place for the drawing of names will be noticed and opened to the public. Once the screening is complete, the final list of names will be posted on-line and distributed through an information memo. Final appointments to the task force are scheduled to be completed in by the end of May with the first meeting of the task force to take place in mid-June 2006. We expect the Task Force to meet bi-monthly until its work is completed in approximately six months.

Nominations may be submitted by completing the enclosed application for each candidate and submitting to the Office of the City Clerk no later than May 5, 2006. If you have questions please contact Sheila Tucker at 408-535-8115 or sheila.tucker@sanjoseca.gov.

Tom Manheim
Public Outreach Manager