



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Toni J. Taber, CMC
City Clerk

SUBJECT: SEE BELOW

DATE: January 29, 2020

**SUBJECT: PUBLIC MEMBER APPOINTMENT TO THE BOARD OF
ADMINISTRATION FOR POLICE AND FIRE DEPARTMENT
RETIREMENT PLAN**

RECOMMENDATION

1. Interview one applicant for appointment to the Public Member Seat; and
2. Appoint one applicant as a Public Member on the Board of Administration for the Police and Fire Department Retirement Plan to a term ending November 30, 2022.

OUTCOME

Appointment to the vacant Public Member seat will allow the 9-member Board of Administration for the Police and Fire Department Retirement Plan to continue to conduct business and allow for a ninth member at its next regular meeting on February 6, 2020.

BACKGROUND

On August 10, 2010, the City Council approved Ordinance No. 28787 that revised Section 2.08.1210 of the San Jose Municipal Code to modify the composition and increase the size of the Police and Fire Department Retirement Plan Board of Administration to nine members, including the appointment of five (5) public members. San José Municipal Code Section 2.08.1220 requires each public member appointed to the Board of Administration for the Police and Fire Department Retirement Plan (Board), to reside within a fifty-mile radius of San José City Hall, possess a baccalaureate degree in finance or other relevant field of study, possess a high level of knowledge and expertise, and to possess at least twelve years of experience relevant to the administration of a public retirement plan.

Additionally, persons such as current and former city employees; current or former elected or appointed city officials; retired members of, or persons participating in or receiving benefits from the federated city employees' retirement system; a representative from any union or bargaining unit representing city employees; any immediate family member of a city employee or persons

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participating in or receiving benefits from the federated city employees' retirement system are not eligible to serve as public members.

There is currently one (1) vacancy for a Public Member seat on the Board for the term ending November 30, 2022. This seat has been vacant since the resignation of former Board Member Ghia Griarte effective December 31, 2019.

ANALYSIS

The Office of the City Clerk issued a vacancy flyer recruiting for the Public Member Seat. Recruitment for this seat closed on December 31, 2019. At the close of recruitment, the Office of the City Clerk received one application. The applicant resides within fifty miles of City Hall.

The application of the candidate is attached as well as the conflict of interest memo from the Office of the City Attorney.

EVALUATION AND FOLLOW-UP

A core duty of the Office of the City Clerk is to minimize vacancies on the Boards and Commissions.

PUBLIC OUTREACH

The Office of the City Clerk issued a vacancy flyer recruiting for the Public Member Seat. Recruitment for this seat closed on December 31, 2019. At the close of recruitment, the Office of the City Clerk received one application. Code Enforcement conflict of interest review returned clear.

The application of the candidate is attached as well as the conflict of interest memo from the Office of the City Attorney will be posted on the City Clerk's website as part of the February 4 City Council Meeting Agenda.

COORDINATION

This memorandum has been coordinated with the Department of Retirement Services and the Office of the City Attorney.

COMMISSION RECOMMENDATION/INPUT

The recommended actions have no commission input or recommendation.

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CEQA

Not a Project, File No. PP17-010, City Administrative Activities, resulting in no changes to the physical environment.



TONI J. TABER, CMC
City Clerk

For questions, please contact Toni J. Taber, City Clerk, at (408) 535-1260.