



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Toni J. Taber, CMC
City Clerk

**SUBJECT: BOARDS AND COMMISSIONS
APPOINTMENTS**

DATE: June 8, 2018

RECOMMENDATION

Approve the following Boards and Commissions appointments:

- (a) Arts Commission
 - (1) District 2 Seat: Appoint Charlie McCollum for a term of July 1, 2018 to June 30, 2022;
 - (2) District 4 Seat: Appoint Mazyar Loftalian for a term of July 1, 2018 to June 30, 2022;
 - (3) District 6 Seat: Appoint John Callison for a term of July 1, 2018 to June 30, 2022;
 - (4) District 8 Seat: Appoint Richard James for a term of July 1, 2018 to June 30, 2022;
 - (5) District 10 Seat: Appoint Lynne Brown for a term of July 1, 2018 to June 30, 2022;
- (b) Council Appointment Advisory Commission
 - (1) Citywide Seat: Appoint Malik Brown for a term ending December 31, 2018;
- (c) Historic Landmarks Commission
 - (1) Appoint Harriett Arnold for a term of July 1, 2018 to June 30, 2022;
 - (2) Appoint Paul Boehm for a term of July 1, 2018 to June 30, 2022;
- (d) Human Services Commission
 - (1) Domestic Violence Service Provider/Survivor Seat: Appoint Christopher Demers for a term ending December 31, 2020;
- (e) Library and Early Education Commission
 - (1) Early Child Care/Education Seat: Appoint Thaddeus Aid for a term of July 1, 2018 to June 30, 2022;
 - (2) Early Child Care/Education Seat: Appoint Michael Melillo for a term of July 1, 2018 to June 30, 2022;
- (f) Neighborhoods Commission
 - (1) District 4 Seat: Appoint Cassandra Langer for a term ending June 30, 2020;
- (g) Senior Citizens Commission
 - (1) District 7 Seat: Appoint Marisol Caballero for a term ending June 30, 2021;
- (h) Youth Commission
 - (1) District 2 Seat: Appoint Nathan Arumugham for a term ending May 31, 2020;
 - (2) District 4 Seat: Appoint Kaitlyn Tran for a term ending May 31, 2020;
 - (3) District 6 Seat: Appoint Chris Zazueta for a term ending May 31, 2020;
 - (4) District 7 Seat: Appoint Jenifer Herrera-Damian for a term ending May 31, 2019;
 - (5) District 8 Seat: Appoint Rushil Srivastava for a term ending May 31, 2020;
 - (6) District 9 Seat: Appoint Clarabelle Walkup for a term ending May 31, 2019;

RECOMMENDATION CONTINUED

- (7) District 10 Seat: Appoint Dheerj Jasuja for a term ending May 31, 2020; and
- (8) Citywide Seat: Appoint Jacqueline Paredes-Kao for a term ending May 31, 2019.

OUTCOME

Appointment to the vacant seats on each of the Commissions will allow the commission to continue conducting business.

BACKGROUND

On May 7, 2013, the City Council approved the Boards and Commission Consolidation Ordinance. Among the changes implemented in the ordinance were updates to the nomination process for the Arts Commission, Council Appointment Advisory Commission, Historic Landmarks Commission, Housing and Community Development Commission, Human Services Commission, Library and Early Education Commission, Neighborhoods Commission, Senior Citizens Commission, and Youth Commission.

Section 2.08.180 of the San José Municipal Code (SJMC) indicates that each Councilmember, including the Mayor, shall nominate one Commissioner to each Council-Nominated Commission. In the event that a Councilmember or Mayor fails to provide a nominee or request additional recruitment, the Council Appointment Advisory Commission shall be authorized to submit a nominee to the City Council for formal appointment.

Historic Landmarks Commission

Pursuant to SJMC Section 2.08.2640, the Council Appointment Advisory Commission shall review the applicants and make a recommendation to the Mayor. The Mayor recommends members to the City Council for Council approval. There will be three vacancies on the Commission, however, at the end of the recruitment period only two applications were received.

Human Services Commission

Pursuant to Section 2.08.3020.C. of the SJMC, one member of the Human Services Commission shall be a domestic violence service provider or a domestic violence survivor. The current vacancy on the Commission is due to a resignation that occurred on November 14, 2017. The nominee for the Domestic Violence Provider/Survivor Seat meets the special eligibility requirement for the vacant seat.

Library and Early Education Commission

Pursuant to Section 2.08.3220 of the SJMC, at least four members of the Library and Early Education Commission shall have a background in early education or child care matters. There will be three vacancies on the Library and Early Education Commission. The nominees for Early Child Care/Education seats meet the special eligibility requirements.

Neighborhoods Commission

Pursuant to Council Policy 0-4, the Council Appointment Advisory Commission shall interview applicants for any unanticipated vacancies on the Neighborhoods Commission. A vacancy occurred due to the resignation of a District 4 Commissioner on April 4, 2018. Applicants to the Neighborhoods Commission must be residents of District 4 to qualify for the seat.

ANALYSIS

Per Section 2.08.150 of the San Jose Municipal Code, "*...a member may be appointed to serve a term of less than four years or a term of less than the number of years established by this chapter for the particular board of commission if the council determines that it is in the best interest of the board or commission that a member serve a shorter term in order to provide for appropriate staggered terms to preserve a continuity of membership on the board or commission.* " Due to the consolidation of a number of Boards and Commissions, their varying term end dates, and the extension of Council-Nominated Commission terms all to four years, the City Clerk's Office realigned term end dates to more equally spread out vacancies, establish staggered term end dates, and preserve a continuity of membership on the boards or commissions. The members will be appointed to a term ending on the established realigned term end date for that respective seat.

On May 23, 2018, the Council Appointment Advisory Commission convened as three subcommittees to interview candidates for the Historic Landmarks, Human Services, Library and Early Education, and Neighborhoods Commissions. The Commission interviewed two (2) candidates for the Historic Landmarks Commission, three (3) candidates for the Human Services Commission, three (3) candidates for the Library and Early Education, and two (2) candidates for the Neighborhoods Commission.

Following the interviews, the Subcommittee #1 recommended both candidates for the Historic Landmarks Commission to the Mayor for nomination and nominated Cassandra Langer for the Neighborhoods Commission. Subcommittee #2 nominated Christopher Demers for the Domestic Violence Service Provider on the Human Services Commission. Lastly, Subcommittee #3 nominated Thaddeus Aid and Michael Melillo for the Early Child Care/Education Seats on the Library and Early Education Commission.

The applications of all nominated candidates are attached. Memoranda from various City departments, Office of the City Attorney, Department of Planning, Building, and Code Enforcement regarding their conflicts of interest and code enforcement reviews are also included.

EVALUATION AND FOLLOW-UP

A core duty of the Office of the City Clerk is to minimize vacancies on the Boards and Commissions. At the end of recruitment, the Office of the City Clerk did not receive enough applications to fill seats for the Historic Landmarks, Library and Early Education, and Youth Commission District 5 Seat. The Office of the City Clerk will continue recruitment for these seats and return in Fall 2018 with nominations for formal appointment.

PUBLIC OUTREACH

The Office of the City Clerk conducted an open recruitment for the vacancies from January 31, 2018 through April 22, 2018 with the following recruitment efforts:

- Council Offices and Board and Commission secretary's newsletters and distribution tools
- Posted on City Manager's Weekly Report
- Posted on the City's main website and Clerk Office's webpage
- Posted on City Calendar
- Distributed to all community centers and library branches

The memorandum has been posted on the City Clerk's website as part of the June 19, 2018 City Council Meeting Agenda.

COORDINATION

This memorandum has been coordinated with the Office of the City Attorney and the Department of Planning, Building, and Code Enforcement.

COMMISSION RECOMMENDATION/INPUT

The Council Appointment Advisory Commission convened a subcommittee on May 23, 2018 to recommend candidates for the Historic Landmarks Commission to the Mayor and nominations for the Human Services Commission, Library and Early Education Commission, and Neighborhoods Commission. The nominations and recommendations of the Commission have been transmitted in this memorandum.

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CEQA

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

A handwritten signature in black ink, appearing to read "Toni J. Taber", with a horizontal line extending from the end of the signature.

TONI J. TABER, CMC
City Clerk

For questions, please contact Elaine Trinh, Deputy City Clerk, at (408) 535-1260.