

# *Memorandum*

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**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT: BOARDS AND COMMISSIONS  
APPOINTMENTS**

**DATE:** January 29, 2021

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## **RECOMMENDATION**

Approve the following Council Appointment Advisory Commission appointment:

- (a) Citywide Seat: Appoint Mary Cheryl Gloner to a third term ending December 31, 2023 because the reappointment is necessary under San José Municipal Code Section 2.08.150.F in order to maintain a functioning quorum or to retain valuable experience on the Commission.

CEQA: Not a Project, File No. PP17-010, City Organization & Administrative Activities resulting in no changes to the physical environment. (City Clerk)

[Rules Committee referral 1/27/2021 - Item A.1.a]

## **OUTCOME**

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

## **BACKGROUND**

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.

## **ANALYSIS**

The applications of the nominated candidate is attached. Memoranda from the Office of the City Attorney regarding their conflicts of interest is also included. The applicants were also reviewed by Planning Building and Code Enforcement with no issues found.

Mary Cheryl Gloner is seeking re-appointment. Her application is attached to this memorandum. Ms. Gloner previously served two consecutive terms on the Council Appointment Advisory Commission (CAAC) From June 2014 to December 2016, and January 2017 to December 2020. Under Council Policy 0-4, because she has not been off the CAAC for a full four-year term, her reappointment, if any, would be to a third term. Term limits apply to the CAAC. Under San Jose Municipal Code Section 2.08.150, members of the CAAC serve for a term of four years and are

eligible for reappointment at the expiration of their first term for one additional four-year term. Council has the discretion under San Jose Municipal Code Section 2.08.150.F to reappoint Ms. Gloner to a third term of one to four years if the Council finds that her reappointment is necessary to: 1. Maintain a functioning quorum on the commission; or 2. Maintain commissioners with one or more years of experience or a required background on the commission; or 3. Establish or reestablish staggered terms to preserve a continuity of membership on the board or commission. Because over half of the currently seated members have been appointed within the last year, Ms. Gloner's expertise on the CAAC is beneficial.

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

A duty of the Office of the City Clerk is to minimize vacancies on the Boards and Commissions. The Office of the City Clerk and City Council Offices are still recruiting for additional vacancies.

### **PUBLIC OUTREACH**

The Office of the City Clerk created a graphic for use in council office newsletters and sent the graphic to all council offices for distribution in their district newsletters. The vacancy is included on the website list of vacancies. Due to COVID -19 and the City Hall closure, flyers could not be distributed in City Hall or community centers. A vacancy notice has been released to fill the remaining vacancies.

The memorandum has been posted on the City Clerk's website as part of the February 2, 2021 meeting.

### **COORDINATION**

This memorandum has been coordinated with the Office of the City Attorney.

### **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 Taber, City Clerk, at (408) 535-1260.