



Agenda Report

22-304

Agenda Date: 3/22/2022

REPORT TO COUNCIL

SUBJECT

Action on Reappointment of Board and Commission Members, Declaring Commissioner Vacancies, and Setting Dates for Recruitment and Interviews

COUNCIL PILLAR

Enhance Community Engagement and Transparency

BACKGROUND

Board, Commission and Committee members are generally appointed to a four-year term (full term) and may serve a maximum of two consecutive full terms. In the case where an existing member is eligible for another term, past City practice has been for staff to contact those existing members and request if they would like to be re-appointed to another term. The Council then takes formal action to reappoint those existing members who indicate a desire to serve a second term. If an individual is appointed to fill a partial term, he or she may serve an additional two full terms. Full terms are effective July 1st of the appointing year and expire on June 30th of the fourth year.

DISCUSSION

Staff has continued with the past practice of reaching out to the incumbents eligible for reappointment and inquiring if there is a desire to continue to serve a second term. Regular attendance is one of the requirements to serve on a Board or Commission, staff has attached an attendance roster (Attachment 1) of all Boards and Commissions for Council's review.

The terms for the following commissioners will expire on June 30, 2022; however, staff reached out to all eligible incumbents and those who wished to be considered for reappointment to serve another term ending June 30, 2026 are listed below:

Board of Library Trustee (1)	Debbie Tryforos
Civil Service (1)	Franklin Felizardo
Cultural Commission (1)	Louis Samara
Historical and Landmarks Commission (2)	Michael Celso Ana Vargas Smith
Planning Commission (1)	Nancy Biagini

The following commissioners have served two full terms which will each end on June 30, 2022; creating three vacancies for a full-term each ending June 30, 2026; in addition, there will be another vacancy upon completion of the term ending June 30, 2022 on the Parks and Recreation commission for a full-term ending June 20, 2026:

Parks and Recreation Commission (2) Andrew Knaack
Vacant Seat 6/2022

Planning Commission (1) Yuki Ikezi

Senior Advisory Commission (1) Wanda Buck

Currently there is a vacancy on the Senior Advisory Commission due to a resignation which needs to be filled for a partial term ending June 30, 2025.

Senior Advisory Commission (1) Partial term ending 2025

Due to the above vacancies, staff recommends that the Council declare vacancies for five (5) positions to fill four (4) full terms each ending on June 30, 2026 and one (1) partial term ending on June 30, 2025; set the recruitment to begin on March 23, 2022 and set the application deadline to April 27, 2022 by 5:00 p.m.; and set May 16, 2022 to conduct interviews.

Staff will bring forward Special Orders of Business to recognize outgoing commissioners at a future Council meeting.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no additional cost to the City other than administrative staff time and expense.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

RECOMMENDATION

1. Reappoint the six (6) eligible commissioners to serve a four-year term each ending June 30, 2026;
2. Declare five (5) vacancies on the following commissions for four (4) full terms each ending June 30, 2026 and one partial term ending June 30, 2025:
 - Two (2) on the Parks and Recreation Commission (full terms);

- One (1) on the Planning Commission (full term); and
 - Two (2) on the Senior Advisory commission (one full term and one partial term);
3. Open the recruitment period on March 23, 2022;
 4. Set April 27, 2022 by 5:00 p.m. as the application deadline; and
 5. Set May 16, 2022 to conduct interviews.

Reviewed by: Nora Pimentel, Assistant City Clerk
Approved by: City Manager's Office

ATTACHMENT

1. Board/Commissions Attendance Roster 2021-2022