AGENDA

SPECIAL CITY COUNCIL MEETING
Monday, December 13, 2010 – 6:45 p.m.
City Hall Hillside Conference Room,
10890 San Pablo Avenue, El Cerrito, CA

Ann Cheng – Mayor

Mayor Pro Tem Bill Jones
Councilmember Rebecca Benassini
Councilmember Janet Abelson
Councilmember Greg Lyman

ROLL CALL

6:45 p.m. **CONVENE SPECIAL CITY COUNCIL MEETING**

ORAL COMMUNICATIONS FROM THE PUBLIC

Comments of three minutes per person are limited to items on this special meeting agenda only.

COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

Conduct interviews of candidates for city boards and commissions. Interviews may result in an announcement of appointment at the meeting. The City Council may also discuss scheduling of future interviews.

ADJOURN SPECIAL CITY COUNCIL MEETING

- **This meeting will not be televised.**
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk, (510) 215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).
- The City Council believes that late night meetings deter public participation, can affect the Council's decision-making ability, and can be a burden to staff. City Council Meetings shall be adjourned by 10:30 p.m., unless extended to a specific time determined by a majority of the Council.

Special City Council Meeting
6:45 p.m.

Date: December 13, 2010

To: Honorable Mayor and Members of the City Council

From: Cheryl Morse, City Clerk

Subject: Commission Interviews

DECEMBER 13 INTERVIEW SCHEDULE

Candidates listed below are scheduled for interview this evening:

6:45 p.m.	Erika Whitcomb	[HRC 1st, Planning 2nd, EDB/EQC 3rd]
7:00 p.m.	Thomas Miller	[Streets 1st, WCCUSD Bond 2nd, CPC 3rd]
7:15 p.m.	Liz Ozselcuck	[Streets only]
7:30 p.m.	Sara Parker	[WCCUSD Bond 1st, HRC 2nd, EQC 3rd, Civil Service 4th]
7:45 p.m.	Paul Gilbert-Snyder	[WCCUSD Bond]
8:00 p.m.	Michael Huang	[DRB 1st, EQC 2nd, Planning 3rd]
8:15 p.m.	Glenn Wood	[DRB only]
8:30 p.m.	David Anderson	[Planning 1st, Civil Service 2nd, FAB 3rd, CPC 4th]
8:45 p.m.	Margaret Kavanaugh-Lynch	[Planning only]
9:00 p.m.	Council Deliberation	

BACKGROUND

Staff has attempted to design this evening's interview schedule to facilitate appointments to the West Contra Costa Unified School District Bond Oversight Committee, Streets Oversight Committee, Design Review Board, and Planning Commission.

CITIZENS STREET OVERSIGHT COMMITTEE

There is one existing and two upcoming vacancies on this Committee. Lynne Kessler resigned, creating one existing vacancy. Additionally, current members, Thomas Miller and Liz Ozselcuk currently serve terms that will expire January 1. Both are interested and eligible for re-appointment. Mr. Miller also lists the West Contra Costa Unified School District (WCCUSD) Bond Oversight Committee as his second choice.

WCCUSD BOND OVERSIGHT COMMITTEE

Paul Gilbert-Snyder has served as the primary member and Sandi Potter as the alternate. Both of their terms have expired. Mr. Gilbert-Snyder has submitted his application for an additional term. Sara Parker has submitted an application listing this committee as her first choice, HRC 2nd, EQC 3rd, and Civil Service 4th. Thomas Miller, eligible to serve a second term on the Streets Oversight Committee, has listed the WCCUSD Bond Oversight as his second choice.

DESIGN REVIEW BOARD

There is one upcoming vacancy on the Design Review Board. Glen Wood, who is completing Matt Gaber's unexpired term will complete his term on 1/1/11. Mr. Wood is interested in serving an additional term. Michael Huang, previously interviewed by the Council, has also submitted an application for consideration and lists EQC as his second and Planning Commission as his third choice.

PLANNING COMMISSION

There is one upcoming vacancy. Margaret Kavanaugh-Lynch's term will expire January 1. Ms. Kavanaugh-Lynch is interested in serving an additional term. Additional candidates who seek consideration include: David Anderson (Planning 1st choice, Civil Service 2nd, FAB 3rd, Crime Prevention 4th), Michael Huang (DRB 1st choice, EQC 2nd, Planning 3rd) and Erika Rincón Whitcomb (HRC 1st Choice, Planning 2nd, EDB/EQC 3rd). David White expressed interest in being considered for the Planning Commission but did not submit an application by the time the packet went to print.

OTHER VACANCIES & FUTURE INTERVIEW SCHEDULE

Depending on mutual availability, staff would like to schedule additional interviews for the other boards and commissions on December 20 and January 3.

CIVIL SERVICE COMMISSION

There are three upcoming vacancies on this commission. Irene Takahashi and Jay Clark will conclude their service on the Commission on January 1. Neither are eligible to serve an additional term. Applicants for this commission, which meets very rarely, are: David Anderson (Planning 1st choice, Civil Service 2nd, FAB 3rd, Crime Prevention 4th), Jade Smith (EDB 1st, Civil Service 2nd, HRC 3rd) and Sara Parker (WCCUSD Bond 1st choice, HRC 2nd, EQC 3rd, and Civil Service 4th). Dependent upon mutual availability, staff would like to schedule Ms. Smith's interview for December 20 or January 3.

HUMAN RELATIONS COMMISSION

There are four existing and one upcoming vacancies on the Human Relations Commissions. Pat Durham who is currently serving on the Commission has submitted an application for a second term. Dependent upon mutual availability, staff would like to schedule Ms. Durham and Ms. Jade Smith's (EDB 1st, Civil Service 2nd, HRC 3rd) interview on December 20. Other candidates scheduled for interview this evening include: Erika Rincón Whitcomb (HRC 1st Choice, Planning 2nd, EDB/EQC 3rd), Sara Parker (WCCUSD Bond 1st choice, HRC 2nd, EQC 3rd, and Civil Service 4th).

ECONOMIC DEVELOPMENT BOARD

There are three upcoming vacancies on the Economic Development Board. Staff would like to schedule interviews on December 20 or January 3. Sitting Board Members Jean Shrem and Ken Lerch both wish to serve additional terms. The election of Councilmember Benassini has created the third vacancy. Additional candidates have submitted applications: Jean Shrem (EDB only), Ken Lerch (EDB only), Jade Smith (EDB 1st, Civil Service 2nd, HRC 3rd), Brandon James Green (Parks 1st choice, EDB 2nd, Crime Prevention 3rd) and Erika Rincón Whitcomb (HRC 1st Choice, Planning 2nd, EDB/EQC 3rd).

FINANCIAL ADVISORY BOARD

There is one existing vacancy on the Board and two applicants: Lisa Ruchenski (FAB 1st choice, Crime Prevention Committee 2nd) and David Anderson (Planning 1st choice, Civil Service 2nd, FAB 3rd, Crime Prevention 4th).

PARKS & RECREATION COMMISSION

There is one existing and one upcoming vacancy on this commission. Leslie Goldstein, who is eligible for re-appointment, intends to send an application for re-appointment. Additional applicants include: Brandon James Green (Parks 1st choice, EDB 2nd, Crime Prevention 3rd) and Robin Mitchell (Parks 1st and only choice).

Attachments:

1. Applicant Matrix
2. Candidate Applications
3. Interview Questions for consideration

2010 Board and Commission Applicant Matrix – Updated 12/7/2010

THE CITY OF EL CERRITO	*Arts & Culture (No Vacancies)*	*Citizens Street Oversight (3 Vacancies)*	*Civil Service Commission (3 Vacancies)*	*Committee on Aging (2 Vacancies)*	*Crime Prevention (10 Vacancies)*	*Design Review Board (1 Vacancy)*	*Economic Devt. Bd (3 Vacancies)*	*Environmental Quality (3 Vacancies)*	*Financial Advisory Board (1 Vacancy)*	*Human Relations (5 Vacancies)*	*Park and Recreation (2 Vacancies)*	*Planning Commission (1 Vacancy)*	*Tree Committee (15 Vacancies)*	*Interview Date*	*Appointed ?*
David Anderson			2		4				3			1			
Leslie Goldstein[1]											1				
Brandon James Green					3		2				1				
Michael Huang						1		2				3			
Margaret K-Lynch[2]												1			
Ken Lerch[3]							1								
Thomas Miller[4]		1			3										
Robin Mitchell											1				
Liz Ozselcuck[5]		1													
Sara Parker[6]			4					3		2					
Lisa Ruchenski					2				1						
Jade Smith			2				1			3					
Erika Rincón Whitcomb							3	3		1		2			
Jean Shrem[7]							1								

[1] Leslie Goldstein – Eligible to serve a 2nd term on Parks & Recreation
[2] Margaret Kavanaugh-Lynch – Eligible to serve another term on Planning Commission
[3] Ken Lerch – Eligible to serve a 2nd term on EDB
[4] Thomas Miller – Eligible to serve a 2nd term on Streets. 2nd Choice is WCCUSD Bond Oversight Committee
[5] Liz Ozselcuck – Eligible to serve a 2nd term on Streets Oversight Committee
[6] Sara Parker – 1st Choice is WCCUSD Bond Oversight Committee
[7] Jean Shrem – Eligible to serve a 2nd term on EDB

2010 Board and Commission Applicant Matrix – Updated 12/7/2010

David White												1			
Glenn Wood[8]						1									

CCC Transportation Authority Citizen's Advisory Committee - Pamela Stewart-Wagner applied for new term
West Contra Costa Citizens Bond Oversight Committee – Thomas Miller (2nd Choice), Sara Parker (1st Choice)

[8] Glenn Wood – Eligible to serve a 2nd term on DRB

THE CITY OF
EL CERRITO
OFFICE OF THE CITY CLERK

December 13, 2010
Special City Council Meeting

Commission Interviews

Documents are available for review at:

Office of the City Clerk
10890 San Pablo Avenue
El Cerrito, CA
(510) 215-4305

and

The El Cerrito Library
6510 Stockton Avenue
El Cerrito, CA