



AGENDA

SPECIAL CITY COUNCIL MEETING FEBRUARY 8, 2022 – 4:00 p.m.

Members:

Mayor Gabe Quinto

Mayor Pro Tem Lisa Motoyama • Councilmember Janet Abelson
Councilmember Paul Fadelli • Councilmember Tessa Rudnick

Join Via Zoom:

<https://us06web.zoom.us/j/86536190287?pwd=aVFzZkJPaTU5MjM5VzZISHArUUh3dz09>

Meeting ID: 865 3619 0287 **Password:** 153117
or Dial in: 1-408-638-0968

Pursuant to Executive Order N-29-20, teleconference restrictions of the Brown Act have been suspended, as well as the requirement to provide a physical location for members of the public to participate in the meeting.

This meeting will not be broadcast or livestreamed online. Members of the public may join the meeting using the Zoom meeting information listed above.

Public Comments may be submitted one of two ways and are **limited to items on the special meeting agenda only**:

- Via Zoom using the “[Raise Hand](#)” icon to request to speak. If joining by phone, dial *9 to “raise your hand”, and when prompted by the host, *6 to unmute/mute.
- Via email to cityclerk@ci.el-cerrito.ca.us. Email must contain in the subject line **Public Comments – agenda item #**.

To ensure City Council receives your written comments prior to taking action, they must be received by **1:00 p.m. the day of the meeting**. All written comments received by this deadline will be provided to the City Council and posted online in advance of the meeting.

Comments received after the deadline will be provided to the City Council and included with supplemental materials **after the meeting**. **No written comments will be read into the record.**

4:00 P.M. ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING

1. ORAL COMMUNICATIONS FROM THE PUBLIC

All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

2. COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

Proposed Action: Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding the ongoing recruitments, any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

Contact: Holly M. Charléty, City Clerk, City Management

3. ADJOURN SPECIAL CITY COUNCIL MEETING

The City of El Cerrito serves, leads and supports our diverse community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety and creating an economically and environmentally sustainable future.

- Copies of the agenda bills and other written documentation relating to items of business referred to on the agenda are on file and available for public inspection in the Office of the City Clerk, at the El Cerrito Library and posted on the City's website at www.el-cerrito.org prior to the meeting.
- 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 Deadline for agenda items and communications** is eight days prior to the next meeting by 12 noon, City Clerk's Office, 10890 San Pablo Avenue, El Cerrito, CA. Tel: 510-215-4305, email cityclerk@ci.el-cerrito.ca.us
- IF YOU CHALLENGE A DECISION OF THE CITY COUNCIL IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE COUNCIL MEETING. ACTIONS CHALLENGING CITY COUNCIL DECISIONS SHALL BE SUBJECT TO THE TIME LIMITATIONS CONTAINED IN CODE OF CIVIL PROCEDURE SECTION 1094.6.
- 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 11:00 p.m., unless extended to a specific time determined by a majority of the Council.



AGENDA BILL

Agenda Item No. 2.

Date: February 8, 2022
To: El Cerrito City Council
From: Holly M. Charl  ty, City Clerk, City Management
Subject: COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

ACTION PROPOSED

Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding the ongoing recruitments, any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

INTERVIEW SCHEDULE

Interviews scheduled for this meeting are as follows:

4:00	City Clerk	Staff Overview
4:15	Bruce Yow	Civil Service Commission
4:30	Bruce Yow	CCTA Citizens Advisory Board
4:45	Kimberly White	Financial Advisory Board
5:00	Kathy Fleming	Citizens Street Oversight Committee
5:15	Ben Chuaqui	Design Review Board
5:30	Allison Cooper	Arts & Culture Commission
5:45	Billy Ray Huntsman	Civil Service Commission
6:00	Walter Williams	Human Relations Commission
6:15	Joy Navarrete	Planning Commission
6:30	Courtney Helion	Arts and Culture Commission
6:45	Vanessa Hill	Citizens Street Oversight Committee
7:00	City Council	Discussion/Potential Appointments

BACKGROUND/ANALYSIS

City staff continues to publicize board, commission and committee vacancies as they occur. Vacancies are published on the City's website and in the West County Times, and posted at City Hall, the Community Center and Library. Staff is also utilizing social media outlets to increase awareness and opportunities for citizens to participate by attending meetings and/or serving on a board, commission or committee.

STRATEGIC PLAN CONSIDERATIONS

This action aligns with Strategic Plan Goal A: Deliver Exemplary Government Services by maintaining an emphasis on providing excellent customer service.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

This section is not applicable to this agenda item.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:



Holly Charl  ty, City Clerk

Attachments:

Application(s) on file with City Clerk

1. List of Term Expirations
2. List of Current Vacancies
3. List of Active Applications
4. Commissioner Interview Worksheet
5. Current Membership Rosters



MADDY ACT LOCAL APPOINTMENTS LIST

NOTICE TO THE RESIDENTS OF THE CITY OF EL CERRITO: In compliance with the requirements of the Maddy Act, Government Code §54970, please find below, a listing of existing vacancies and all current board, commission, and committee (Advisory Body) members whose terms will expire in 2022. This list was posted on or before December 31, 2021 at El Cerrito City Hall, 10890 San Pablo Avenue and on the City's website.

The City Council invites all residents interested in serving on a City Advisory Body to apply. Applicants are **required** to attend two meetings of the advisory body applied for within the three months **prior to submitting an application**. Citizens Street Oversight Committee and Civil Service Commission are exempt from this requirement.

The deadline to apply for term expirations is **Tuesday, February 1, 2022**. Interested parties can apply on the City's website at www.el-cerrito.org/commissions.

Please note that the City Council conducts open recruitment year-round should any unexpected vacancies occur. Any application received after the deadline will be kept on file for a period of one year. Please consider submitting an application today!

ARTS & CULTURE COMMISSION

Meets the 4th Monday of each month at 7:00 p.m. at City Hall or via Zoom. Staff Liaison: Alex Orologas, 510-215-4302, aoorologas@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. Members shall demonstrate a commitment to various arts disciplines, including but not limited to: fine arts, performing arts, literary arts, art history and arts education. **Two existing and two upcoming vacancies.**

Commission Member	Date Appointed	Term Expiration
Allison Cooper	5/1/2018	3/1/2022
Courtney Helion	9/6/2019	3/1/2022

CITIZENS STREET OVERSIGHT COMMITTEE

Meets the 4th Monday of January, the 4th Monday of September, and the 2nd Monday of November at 7:00 p.m. at City Hall or via Zoom. Staff Liaison: Yvetteh Ortiz, 510-215-4345, yortiz@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **Three upcoming vacancies.**

Committee Member	Date Appointed	Term Expiration
Paul Allen	3/1/2018	3/1/2022
Vanessa Hill	5/15/2018	3/1/2022
Kathy Fleming	6/19/2018	3/1/2022

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

CIVIL SERVICE COMMISSION

Meets on-call at 7:00 p.m. at City Hall or via Zoom. Staff Liaison: Alex Orologas, 510-215-4302, aoorologas@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **One upcoming vacancy. Two existing vacancies.**

Commission Member	Date Appointed	Term Expiration
Bruce Yow	3/1/2018	3/1/2022

COMMITTEE ON AGING

Meets the 3rd Wednesday of each month at 3:00 p.m. at City Hall or via Zoom. Staff Liaison: Bridget Cooney, 510-559-7678, bcooney@ci.el-cerrito.ca.us. Qualifications: El Cerrito Resident. All residents are encouraged to apply. **Five existing vacancies.**

CRIME PREVENTION COMMITTEE

Meets the 1st Monday of each month at 7:00 p.m. at City Hall or via Zoom. Staff Liaison: Sgt. Scott Cliatt, 510-215-4418, scliatt@ci.el-cerrito.ca.us. Qualifications: El Cerrito Resident and successful completion of a criminal records background check. **Eight existing vacancies.**

DESIGN REVIEW BOARD

Meets the 1st Wednesday of each month at 7:30 p.m. at City Hall or via Zoom. Staff Liaison: Jeff Ballantine, 510-215-4358, jballantine@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. At least three members shall be members of the design profession. **Two upcoming vacancies.**

Board Member	Date Appointed	Term Expiration
Ben Chuaqui	3/1/2018	3/1/2022
John Thompson	3/1/2018	3/1/2022*

* Incumbent is not eligible to serve an additional term.

ECONOMIC DEVELOPMENT COMMITTEE

Meets the 3rd Monday of each month at 7:00 p.m. at City Hall or via Zoom. Staff Liaison: Aissia Ashoori, 510-215-4361, aashoori@ci.el-cerrito.ca.us. Qualifications: Members shall be either residents of the city or own or operate businesses in the city. Owners or operators of a business in the city do not have to be city residents. **One upcoming vacancy. Seven existing vacancies.**

Committee Member	Date Appointed	Term Expiration
Rachel Melby	2/4/2020	3/1/2022

ENVIRONMENTAL QUALITY COMMITTEE

Meets 2nd Tuesday of each month at 7:00 p.m. at City Hall or via Zoom. Staff Liaison: Will Provost, 510-525-7622, wprovost@ci.el-cerrito.ca.us. Qualifications: El Cerrito resident or business member. Knowledge of, interest in, and/or involvement in issues affecting environmental quality desired. **Three existing vacancies.**

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

FINANCIAL ADVISORY BOARD

Meets 4th Tuesday of each month at 7:30 at City Hall or via Zoom. Staff Liaison: City Clerk, 510-215-4305, cityclerk@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. Members shall have demonstrated expertise in financial management, accounting, fiscal analysis, computer applications, economic analysis or related skills. **One existing vacancy.**

HUMAN RELATIONS COMMISSION

Meets 1st Wednesday at 7:00 p.m. at City Hall or via Zoom. Qualifications: Resident of El Cerrito. Staff Liaison: Shannon Bassi, 510-215-4315, sbassi@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **Two upcoming vacancies.**

Commission Member	Date Appointed	Term Expiration
Indy Rishi Singh	4/26/2021	03/01/2022
Walter M. Williams III	11/19/2019	03/01/2022

PARK AND RECREATION COMMISSION

Meets the 4th Wednesday of each month at 7:00 p.m. at City Hall or via Zoom. Staff Liaison: Chris Jones, 510-559-7005, cjones@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **Two upcoming vacancies. 1 existing vacancy.**

Commission Member	Date Appointed	Term Expiration
Art Machado	04/17/2018	03/01/2022
Megan Wier	6/15/2021	03/01/2022

PLANNING COMMISSION

Meets the 3rd Wednesday of each month at 7:30 p.m. at City Hall or via Zoom. Staff Liaison: Sean Moss, 510-215-4332, smoss@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **Two upcoming vacancies.**

Commission Member	Date Appointed	Term Expiration
Gregory Crump	03/01/2018	03/01/2022
Joy Navarrete	03/01/2018	03/01/2022

URBAN FOREST COMMITTEE

Meets 2nd Monday of each month at 7:00 p.m. at City Hall or via Zoom. Staff Liaison Stephen Prée, 510-559-7685, spre@ci.el-cerrito.ca.us Qualifications: Resident of El Cerrito. **Eight existing vacancies.**

LOCAL APPOINTMENTS TO REGIONAL BODIES

CCC TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Meets 4th Wednesday at 6:00 p.m. in Pleasant Hill or via teleconference. One person is appointed by the City Council as a representative from the City of El Cerrito. Qualifications: Resident of El Cerrito. **One upcoming vacancy.**

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

Committee Member	Date Appointed	Term Expiration
Bruce Yow	01/16/2018	01/16/2022

CCC MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Meets bi-monthly on the 2nd Monday at 7:00 p.m. in Concord or via Zoom. One person is appointed by the City Council as a representative from the City of El Cerrito. Qualifications: Resident of El Cerrito. **One upcoming vacancy.**

Member	Date Appointed	Term Expiration
Thomas Minter	01/21/2020	03/01/2022

Posted: November 1, 2021 Published: November 13, 2021
Revised: December 7 and December 13, 2021

Holly M. Charléty, City Clerk



CURRENT VACANCIES ON BOARDS, COMMISSIONS & COMMITTEES

The El Cerrito City Council is seeking applicants interested in serving on its Boards, Commissions and Committees (Advisory Bodies). Members of Advisory Bodies provide an invaluable service to our community. Serving as a member can be a rewarding experience for community service minded residents. It is an excellent way to participate in local government and to make a personal contribution to the improvement of your community. Members are appointed by the City Council for terms of four years. Meetings are generally held once a month during evening hours.

Interested parties are required to attend two of the last three meetings of the advisory body applied prior to submitting an application. Applications are accepted on an ongoing basis and will remain valid for a period of one year.

Current vacancies are listed below. Click on the applicable link to find out more information about the advisory body.

Advisory Body	Vacancies
Arts & Culture Commission	2
Committee on Aging	5
Civil Service Commission*	2
Crime Prevention Committee	8
Economic Development Committee	7
Environmental Quality Committee	3
Financial Advisory Board	1
Human Relations Commission	1
Park and Recreation Commission	1
Urban Forest Committee	9

**exempt from pre-meeting requirement*

Select the Apply Now button below or visit www.el-cerrito.org/commissionapplication to access the online application. Accessibility needs may be addressed by contacting the City Clerk.



For more information, please contact CityClerk@ci.el-cerrito.ca.us or 510-215-4305

Last Updated: February 3, 2022

CITY HALL 10890 San Pablo Avenue, El Cerrito, CA 94530
Telephone (510) 215-4305 Fax (510) 215-4379 <http://www.el-cerrito.org>

List of Active Applications (as of 2/3/2022)

Attachment 3

Name	Board Name	Application Status	Interview	Application Date
Allison Cooper	Arts and Culture Commission	Active	Scheduled	11/01/2021
Ben Chuaqui	Design Review Board	Active	Scheduled	11/30/2021
Billy Ray Huntsman	Civil Service Commission	Active	Scheduled	01/22/2022
Bruce Yow	Civil Service Commission	Active	Scheduled	11/08/2021
Bruce Yow	Contra Costa Transportation Authority Citizens Advisory Committee	Active	Scheduled	11/08/2021
Christopher Bunting	Economic Development Committee	Active	N/A	10/21/2021
Courtney Helion	Arts and Culture Commission	Active	Scheduled	12/15/2021
Joy Navarrete	Planning Commission	Active	Scheduled	01/31/2021
Kathy Fleming	Citizens Street Oversight Committee	Active	Scheduled	02/01/2022
Kimberly White	Financial Advisory Board	Active	Scheduled	01/27/2022
Rachel Melby	Economic Development Committee	Active	N/A	01/19/2022
Susan Kuchinskas	Urban Forest Committee	Active	N/A	01/22/2021
Vanessa Hill	Citizens Street Oversight Committee	Active	Scheduled	02/02/2022
Walter M. Williams III	Human Relations Commission	Active	Scheduled	01/28/2022

2/08/2022 EL CERRITO BOARD AND COMMISSION APPOINTMENT WORKSHEET

ARTS & CULTURE COMMISSION

Name	Term
	DOA – 3/1/2025*
	DOA – 3/1/2025**
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Allison Cooper (Incumbent)
Courtney Helion (Incumbent)

*Unfilled vacancy from Nichols, partial term (DOA =Date of Appointment)

**Unfilled vacancy from Washington, partial term (DOA =Date of Appointment)

CITIZENS STREET OVERSIGHT COMMITTEE

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Vanessa Hill (Incumbent)
Kathy Fleming (Incumbent)

*Incumbent Allen did not re-apply

CIVIL SERVICE COMMISSION

Name	Term
	DOA-3/1/2023*
	DOA-3/1/2025**
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Bruce Yow (Incumbent)
Billy Ray Huntsman

*Unfilled vacancy from Adams, partial term (DOA =Date of Appointment)

**Unfilled vacancy from Hoffman, partial term (DOA = Date of Appointment)

DESIGN REVIEW BOARD

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026

Eligible Applicants
Ben Chuaqui (Incumbent)

*Incumbent Thompson termed out

FINANCIAL ADVISORY BOARD

Name	Term
	DOA-3/1/2026*

Eligible Applicants
Kimberly White

* Unfilled vacancy from Rangdol, full term (DOA =Date of Appointment)

HUMAN RELATIONS COMMISSION

Name	Term
	DOA-3/1/2023
	3/1/2022-3/1/2026**
	3/1/2022-3/1/2026

Eligible Applicants
Walter Williams (Incumbent)

* Unfilled vacancy from Morris, partial term (DOA = Date of Appointment)

**Incumbent Singh did not re-apply

PARK & RECREATION COMMISSION

Name	Term
	DOA-3/1/2025*
	3/1/2022-3/1/2026**
	3/1/2022-3/1/2026***

Eligible Applicants

*Unfilled vacancy from Fleming, partial term (DOA =Date of Appointment)

**Incumbent Wier did not re-apply

***Incumbent Machado did not re-apply

PLANNING COMMISSION

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026

Eligible Applicants
Joy Navarrete (Incumbent)

*Incumbent Crump did not re-apply

CONTRA COSTA COUNTRY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Name	Term
	DOA-3/1/2026*

Eligible Applicants
Bruce Yow (Incumbent)

*Current term expired 1/16/2022 (DOA =Date of Appointment)

CONTRA COSTA COUNTRY MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Name	Term
	3/1/2022-3/1/2026*

Eligible Applicants

*Incumbent Minter did not re-apply

Arts and Culture Commission

Term Length: 48 Months**Max Terms:** 2 Term(s)**Number of Members:** 7**Meeting Schedule:** 4th Monday of the Month**Meeting Time:** 7:00 PM**Meeting Location:** Council Chambers (Currently Meeting Remotely)**Meeting Address:** 10890 San Pablo Ave. El Cerrito**Type:** Commission

Description: The ACC is charged with oversight of the Arts in Public Places Program, City Hall Gallery Space, and responsible for acquisition, funding, and placement of public art in the City on public property. The ACC consists of members who demonstrate a commitment to various arts disciplines, including but not limited to: fine arts, visual arts, performing arts, literary arts, art history and arts education.

Council Liaison:

Councilmember Janet Abelson

jabelson@ci.el-cerrito.ca.us

Staff Liaison:

Alexandra Orologas

510-215-4302

aorologas@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Allison Cooper	05/01/2018	1	03/01/2022
4	Courtney Helion	09/06/2019	1	03/01/2022
5	Ann Wiens	03/01/2020	1	03/01/2024
6	George Gager	03/01/2021	2	03/01/2025
7	Alan Pavlosky	04/26/2021	1	03/01/2024

Citizens Street Oversight Committee

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 5

Meeting Schedule: 4th Monday of January, 4th Monday of September, 2nd Monday of November

Meeting Time: 7:00 PM

Meeting Location: Currently meeting Remotely

Meeting Address: 10890 San Pablo Ave. El Cerrito

Type: Committee

Description:

Citizens Street Oversight Committee monitors the expenditures of revenue collected pursuant to ECMC Chapter 4.60 (the "Pothole Repair and Local Street Improvement and Maintenance Transactions and Use Tax") to determine whether such funds are expended for the purposes specified in the then-current Street Repair and Maintenance Expenditure Plan, and issues reports on their findings to the City Council and public annually. The Committee may also review the annual financial or performance audits performed by an independent auditor. Members of the Committee shall not be current city employees, officials, contractors or vendors of the city. **This includes restriction to appointment to any other city board, commission, or committee during the period of service.**

Council Liaison:

Staff Liaison:

Yvetteh Ortiz
510-215-4345
yortiz@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Matthew Kelly	03/01/2020	3	03/01/2024
2	Paul Allen	03/01/2018	1	03/01/2022
3	Vanessa Hill	05/15/2018	1	03/01/2022
4	Kathy Fleming	06/19/2018	1	03/01/2022
5	Prachi Amin	02/19/2019	1	03/01/2023

Civil Service Commission

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 5

Meeting Schedule: On Call

Meeting Time: 7:00 PM

Meeting Location: Currently meeting Remotely

Meeting Address: 10890 San Pablo Avenue, El Cerrito

Type: Commission

Description:

The Commission hears appeals submitted by any person in the competitive civil service relative to any disciplinary action, dismissal, demotion, or alleged violation of the municipal code or the personnel rules and certifies its findings and recommendations. It holds hearings and makes recommendations on any matter of personnel administration requested by the Council or the City Manager.

Council Liaison:

Staff Liaison:

Alexandra Orologas
510-215-4302
aorologas@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
2	Michael Fischer	03/01/2019	2	03/01/2023
3	Eugene Park	03/01/2021	2	03/01/2025
4	Bruce Yow	03/01/2018	2	03/01/2022

Design Review Board

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 5

Meeting Schedule: 1st Wednesday of the Month

Meeting Time: 7:30 PM

Meeting Location: Council Chambers (Currently Meeting Remotely)

Meeting Address: 10890 San Pablo Avenue, El Cerrito, CA

Type: Board

Description: The Design Review Board reviews all development (public or private), including all buildings, site layouts, and signing in all districts, except single-family, for the purpose of encouraging quality design of such facilities. At least three members shall be licensed architects and no more than two members may be members of the planning commission.

Council Liaison:
Councilmember Tessa Rudnick

trudnick@ci.el-cerrito.ca.us

Staff Liaison:
Sean Moss
510-215-4359
smoss@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	John Thompson	03/01/2018	2	03/01/2022
2	Andrea Lucas	03/01/2021	1	03/01/2025
3	Gyan Singh	03/01/2021	2	03/01/2025
4	Ben Chuaqui	03/01/2018	1	03/01/2022
5	Wenlin Li	03/01/2019	2	03/01/2023

Financial Advisory Board

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 5

Meeting Schedule: 4th Tuesday of the Month

Meeting Time: 7:30 PM

Meeting Location: Council Chambers (Currently meeting Remotely)

Meeting Address: 10890 San Pablo Avenue, El Cerrito, CA

Type: Board

Description: The Financial Advisory Board (FAB) conducts a review of the proposed annual budget and long-term financial plan for the City to assist the City Council in making decisions on major expenditures and revenue sources.

Council Liaison:
Councilmember Tessa Rudnick

Staff Liaison:

trudnick@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	William Ktsanes	03/01/2021	2	03/01/2025
2	Ruth Cazden	03/01/2021	1	03/01/2025
3	Richard Patterson	03/01/2020	3	03/02/2024
4	Farhad Farahmand	03/01/2021	2	03/01/2025

Human Relations Commission

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 7

Meeting Schedule: 1st Wednesday of the Month

Meeting Time: 7:00 PM

Meeting Location: Council Chambers (Currently Meeting Remotely)

Meeting Address: 10890 San Pablo Avenue, El Cerrito, CA

Type: Commission

Description: The purpose of the Human Relations Commission is to initiate educational and cultural programs, promote tolerance and mutual respect between all persons. When requested by the City Council, the Commission will evaluate and make recommendations regarding discrimination charges levied against the City. Commission members shall be generally representative of the demographics of the City including the racial, religious, age, gender, ethnic, and other groups.

Council Liaison:
Councilmember Paul Fadelli

pfadelli@ci.el-cerrito.ca.us

Staff Liaison:
Shannon Bassi
510-215-4323
sbassi@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Julia Conant	11/18/2020	1	03/01/2024
2	Indy Rishi Singh	04/26/2021	1	03/01/2022
3	Buddy Akacić	03/01/2021	2	03/01/2025
4	Walter M. Williams III	11/19/2019	1	03/01/2022
5	Diane Johnson	04/26/2021	1	03/01/2025
6	Mina Wilson	03/01/2019	2	03/01/2023

Park and Recreation Commission

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 7

Meeting Schedule: 4th Wednesday of the Month

Meeting Time: 7:00 PM

Meeting Location: Council Chambers (Currently Meeting Remotely)

Meeting Address: 10890 San Pablo Avenue, El Cerrito, CA

Type: Commission

Description: The Park and Recreation Commission acts in an advisory capacity to the City Council on all matters pertaining to public recreation, including parks, playgrounds, landscaping, childcare, the arts, educational courses and entertainment.

Council Liaison:
Mayor Pro Tem Lisa Motoyama

lmotoyama@ci.el-cerrito.ca.us

Staff Liaison:
Chris Jones
510-559-7005
cjones@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Norman La Force	03/01/2020	2	03/01/2024
2	Art Machado	04/17/2018	1	03/01/2022
3	Megan Wier	06/15/2021	1	03/01/2022
5	Jennifer Kaczor	03/01/2021	1	03/01/2025
6	Ben Chuaqui	03/01/2019	2	03/01/2023
7	Avis Codron	06/20/2019	1	03/01/2023

Planning Commission

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 7

Meeting Schedule: 3rd Wednesday of the Month

Meeting Time: 7:30 PM

Meeting Location: Council Chambers (Currently Meeting Remotely)

Meeting Address: 10890 San Pablo Avenue, El Cerrito, CA

Type: Commission

Description: The Planning Commission, which is a mandated advisory body under the California Conservation and Planning Law, is appointed by the legislative body, with powers and duties as defined by that law. It functions as an advisory body to the City Council in matters relating to planning and the physical development of the City. Membership on this Board requires the filing of a Statement of Economic Interests – FPPC Form 700.

Council Liaison:
Councilmember Janet Abelson

jabelson@ci.el-cerrito.ca.us

Staff Liaison:
Sean Moss
510-215-4359
smoss@ci.el-cerrito.ca.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Gregory Crump	03/01/2018	1	03/01/2022
2	Daniel Hamilton	11/18/2020	1	03/01/2024
3	Linda Klein	03/01/2021	1	03/01/2025
4	Joy Navarrete	03/01/2018	1	03/01/2022
5	Brendan Bloom	03/01/2020	2	03/01/2024
6	Erin Gillett	03/01/2019	2	03/01/2023
7	Leslie Mendez	03/01/2021	2	03/02/2025

Contra Costa Transportation Authority Citizens Advisory Committee

Term Length: 48 Months

Max Terms: No Limit

Number of Members: 1

Meeting Schedule: 4th Wednesday of the Month

Meeting Time: 6:30 PM

Meeting Location: Contra Costa Transportation Authority

Meeting Address: 2999 Oak Road, Suite 100, Walnut Creek, CA

Type: Committee

Description: The CCTA-CAC provides a citizen perspective, participation and involvement in the CCTA's \$3 billion voter approved Transportation Expenditure Plan and Growth Management Program. The CAC is comprised of 23 members: 20 are appointed by each of the 20 local jurisdictions within Contra Costa County; three "at large" members are nominated by community-based stakeholder organizations within Contra Costa, and subsequently appointed to the CAC by CCTA. Per by-laws, CAC members are appointed to serve for a four-year term and there are no term limits.

CCTA LIAISON INFORMATION

Diane Bodon dbodon@ccta.net (925) 256-4720

Council Liaison:

Staff Liaison:

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Bruce Yow	01/16/2018	1	01/16/2022

Contra Costa Mosquito and Vector Control District Board of Trustees

Term Length: 24 Months

Max Terms: No Limit

Number of Members: 1

Meeting Schedule: 2nd Monday, Bi-Monthly

Meeting Time: 6:30 PM

Meeting Location: Mosquito and Vector Control District Office

Meeting Address: 155 Mason Circle, Concord, CA

Type: Board

Description: The Board of Trustees are officials appointed by their respective City Councils to govern the Mosquito and Vector Control District knowledgeably and effectively. Trustees do not receive any type of benefits and serve for a term of two to four years. No term limit.

<https://www.contracostamosquito.com/>

Council Liaison:

Staff Liaison:

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Thomas Minter	01/21/2020	1	03/01/2022



AGENDA BILL

Agenda Item No. 2.
(Revised 2/7/2022)

Date: February 8, 2022
To: El Cerrito City Council
From: Holly M. Charl  ty, City Clerk, City Management
Subject: COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

ACTION PROPOSED

Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding the ongoing recruitments, any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

INTERVIEW SCHEDULE

Interviews scheduled for this meeting are as follows:

4:00	City Clerk	Staff Overview
4:15	Bruce Yow	Civil Service Commission
4:30	Bruce Yow	CCTA Citizens Advisory Board
4:45	Kimberly White	Financial Advisory Board
5:00	Kathy Fleming	Citizens Street Oversight Committee
5:15	Ben Chuaqui	Design Review Board
5:30	Allison Cooper	Arts & Culture Commission
5:45	Billy Ray Huntsman	Civil Service Commission
5:45	Dorian Peters	Civil Service Commission
6:00	Walter Williams	Human Relations Commission
6:15	Joy Navarrete	Planning Commission
6:30	Courtney Helion	Arts and Culture Commission
6:45	Vanessa Hill	Citizens Street Oversight Committee
7:00	City Council	Discussion/Potential Appointments

Applicant(s) eligible but not available for interview include:

Billy Ray Huntsman	Civil Service Commission
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BACKGROUND/ANALYSIS

City staff continues to publicize board, commission and committee vacancies as they occur. Vacancies are published on the City's website and in the West County Times, and posted at City Hall, the Community Center and Library. Staff is also utilizing social media outlets to increase awareness and opportunities for citizens to participate by attending meetings and/or serving on a board, commission or committee.

STRATEGIC PLAN CONSIDERATIONS

This action aligns with Strategic Plan Goal A: Deliver Exemplary Government Services by maintaining an emphasis on providing excellent customer service.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

This section is not applicable to this agenda item.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:



Holly Charl  ty, City Clerk

Attachments:

Application(s) on file with City Clerk

1. List of Term Expirations
2. List of Current Vacancies
3. List of Active Applications (revised 2/7/2022)
4. Commissioner Interview Worksheet (revised 2/7/2022)
5. Current Membership Rosters

List of Applicants as of 2/7/2022

Attachment 3

Name	Board Name	Application Status	Interview	Application Date
Allison Cooper	Arts and Culture Commission	Active	Scheduled	11/01/2021
Ben Chuaqui	Design Review Board	Active	Scheduled	11/30/2021
Billy Ray Huntsman	Civil Service Commission	Active	Scheduled	01/22/2022
Bruce Yow	Civil Service Commission	Active	Scheduled	11/08/2021
Bruce Yow	Contra Costa Transportation Authority Citizens Advisory Committee	Active	Scheduled	11/08/2021
Christopher Bunting	Economic Development Committee	Active	N/A	10/21/2021
Courtney Helion	Arts and Culture Commission	Active	Scheduled	12/15/2021
Dorian Peters	Civil Service Commission	Active	Pending	02/07/2022
Joy Navarrete	Planning Commission	Active	Scheduled	01/31/2021
Kathy Fleming	Citizens Street Oversight Committee	Active	Scheduled	02/01/2022
Kimberly White	Financial Advisory Board	Active	Scheduled	01/27/2022
Rachel Melby	Economic Development Committee	Active	N/A	01/19/2022
Susan Kuchinskas	Urban Forest Committee	Active	N/A	01/22/2021
Vanessa Hill	Citizens Street Oversight Committee	Active	Scheduled	02/02/2022
Walter M. Williams III	Human Relations Commission	Active	Scheduled	01/28/2022

2/08/2022 EL CERRITO BOARD AND COMMISSION APPOINTMENT WORKSHEET

(revised 2/7/2022)

ARTS & CULTURE COMMISSION

Name	Term
	DOA – 3/1/2025*
	DOA – 3/1/2025**
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Allison Cooper (Incumbent)
Courtney Helion (Incumbent)

*Unfilled vacancy from Nichols, partial term (DOA =Date of Appointment)

**Unfilled vacancy from Washington, partial term (DOA =Date of Appointment)

CITIZENS STREET OVERSIGHT COMMITTEE

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Vanessa Hill (Incumbent)
Kathy Fleming (Incumbent)

*Incumbent Allen did not re-apply

CIVIL SERVICE COMMISSION

Name	Term
	DOA-3/1/2023*
	DOA-3/1/2025**
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Bruce Yow (Incumbent)
Billy Ray Huntsman (unavailable for interview)
Dorian Peters

*Unfilled vacancy from Adams, partial term (DOA =Date of Appointment)

**Unfilled vacancy from Hoffman, partial term (DOA = Date of Appointment)

DESIGN REVIEW BOARD

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026

Eligible Applicants
Ben Chuaqui (Incumbent)

*Incumbent Thompson termed out

FINANCIAL ADVISORY BOARD

Name	Term
	DOA-3/1/2026*

Eligible Applicants
Kimberly White

* Unfilled vacancy from Rangdol, full term (DOA =Date of Appointment)

HUMAN RELATIONS COMMISSION)

Name	Term
	DOA-3/1/2023
	3/1/2022-3/1/2026**
	3/1/2022-3/1/2026

Eligible Applicants
Walter Williams (Incumbent)

* Unfilled vacancy from Morris, partial term (DOA = Date of Appointment)

**Incumbent Singh did not re-apply

PARK & RECREATION COMMISSION

Name	Term
	DOA-3/1/2025*
	3/1/2022-3/1/2026**
	3/1/2022-3/1/2026***

Eligible Applicants

*Unfilled vacancy from Fleming, partial term (DOA =Date of Appointment)

**Incumbent Wier did not re-apply

***Incumbent Machado did not re-apply

PLANNING COMMISSION

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026

Eligible Applicants
Joy Navarrete (Incumbent)

*Incumbent Crump did not re-apply

CONTRA COSTA COUNTRY TRANSPORTATION AUTHORITY CITIZENS ADVIOSRY COMMITTEE

Name	Term
	DOA-3/1/2026*

Eligible Applicants
Bruce Yow (Incumbent)

*Current term expired 1/16/2022 (DOA =Date of Appointment)

CONTRA COSTA COUNTRY MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Name	Term
	3/1/2022-3/1/2026*

Eligible Applicants

*Incumbent Minter did not re-apply

2/08/2022 EL CERRITO BOARD AND COMMISSION APPOINTMENT WORKSHEET

(revised 2/7/2022)

ARTS & CULTURE COMMISSION

Name	Term
	DOA – 3/1/2025*
	DOA – 3/1/2025**
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Allison Cooper (Incumbent)
Courtney Helion (Incumbent)

*Unfilled vacancy from Nichols, partial term (DOA =Date of Appointment)

**Unfilled vacancy from Washington, partial term (DOA =Date of Appointment)

CITIZENS STREET OVERSIGHT COMMITTEE

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026
	3/1/2022-3/1/2026

Eligible Applicants
Vanessa Hill (Incumbent)
Kathy Fleming (Incumbent)

*Incumbent Allen did not re-apply

CIVIL SERVICE COMMISSION

Name	Term
	DOA-3/1/2023*
	DOA-3/1/2025**
	3/1/2022-3/1/2026

Eligible Applicants
Bruce Yow (Incumbent)
Billy Ray Huntsman (unavailable for interview)
Dorian Peters

*Unfilled vacancy from Adams, partial term (DOA =Date of Appointment)

**Unfilled vacancy from Hoffman, partial term (DOA = Date of Appointment)

DESIGN REVIEW BOARD

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026

Eligible Applicants
Ben Chuaqui (Incumbent)

*Incumbent Thompson termed out

FINANCIAL ADVISORY BOARD

Name	Term
	DOA-3/1/2026*

Eligible Applicants
Kimberly White

* Unfilled vacancy from Rangdol, full term (DOA =Date of Appointment)

HUMAN RELATIONS COMMISSION

Name	Term
	DOA-3/1/2023
	3/1/2022-3/1/2026**
	3/1/2022-3/1/2026

Eligible Applicants
Walter Williams (Incumbent)

* Unfilled vacancy from Morris, partial term (DOA = Date of Appointment)

**Incumbent Singh did not re-apply

PARK & RECREATION COMMISSION

Name	Term
	DOA-3/1/2025*
	3/1/2022-3/1/2026**
	3/1/2022-3/1/2026***

Eligible Applicants

*Unfilled vacancy from Fleming, partial term (DOA =Date of Appointment)

**Incumbent Wier did not re-apply

***Incumbent Machado did not re-apply

PLANNING COMMISSION

Name	Term
	3/1/2022-3/1/2026*
	3/1/2022-3/1/2026

Eligible Applicants
Joy Navarrete (Incumbent)

*Incumbent Crump did not re-apply

CONTRA COSTA COUNTRY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Name	Term
	DOA-3/1/2026*

Eligible Applicants
Bruce Yow (Incumbent)

*Current term expired 1/16/2022 (DOA =Date of Appointment)

CONTRA COSTA COUNTRY MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Name	Term
	3/1/2022-3/1/2026*

Eligible Applicants

*Incumbent Minter did not re-apply