



AGENDA

SPECIAL CITY COUNCIL MEETING
Monday, August 13, 2012 – 6:30 p.m.
Hillside Conference Room

Meeting Location
El Cerrito City Hall
10890 San Pablo Avenue, El Cerrito

Bill Jones – Mayor

Mayor Pro Tem Greg Lyman
Councilmember Rebecca Benassini

Councilmember Ann Cheng
Councilmember Janet Abelson

6:30 p.m. ROLL CALL

CONVENE SPECIAL CITY COUNCIL MEETING

ORAL COMMUNICATIONS FROM THE PUBLIC

Comments are limited to 3 minutes per person and to this special 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 and determine the scheduling and structure of future interviews, including interviews for the Tree Committee.

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.

- 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).



Special City Council Meeting
6:30 p.m.

Date: August 13, 2012
To: Honorable Mayor and Members of the City Council
From: Cheryl Morse, City Clerk *CM*
Subject: Commission Interviews

RECOMMENDATION

Interview Board and Commission candidates and depending upon the results of the City Council's deliberation, announce appointments at the meeting. Discuss and determine scheduling and structure of future Tree Committee candidate interviews.

AUGUST 13 INTERVIEW SCHEDULE

Candidates listed below are scheduled for interview this evening:

6:30 p.m.	Noreen Alldredge
6:45 p.m.	Bruce Yow
7:00 p.m.	Dries Berghman
7:15 p.m.	Davis Todhunter
7:30 p.m.	Break
7:45 p.m.	Ken Hirano
8:00 p.m.	Andrea Lucas [Tentative]
8:15 p.m.	Deliberation

BACKGROUND

Tonight's interview schedule has been designed to complete interviews of candidates who have listed the Planning Commission as a preference on their application and to also interview a candidate for the Financial Advisory Board and WCCUSD Bond Oversight Committee Alternate positions. Many of the candidates also list interest in serving on other commissions and committees.

PLANNING COMMISSION (PC)

There are two existing vacancies on the Planning Commission. Noreen Alldredge (PC 1st and only choice), Andrea Lucas (PC, TC) and David Todhunter (PC 1st and only) have

Special City Council Meeting Commission Applicant Interviews

submitted applications listing the PC as their 1st choice. Dries Berghman (EQC 1st, PC 2nd, and EDB 3rd) and Ken Hirano (TC 1st, PC 2nd and CPC 3rd) have submitted applications listing the PC as their 2nd choice. Regrettably, Vikram Bajaj (EDB 1st, PC 2nd, and FAB 3rd) is out of the country until August 30 but is very much interested in being considered for an appointment after he returns.

FINANCIAL ADVISORY BOARD (FAB)

One vacancy exists on the FAB. Bruce Yow (FAB 1st, CBOC 2nd, and PRC 3rd) has submitted an application listing the FAB as his first choice and Vikram Bajaj (EDB 1st, PC 2nd and FAB 3rd) submitted an application listing the FAB as his 3rd choice. Regrettably, Mr. Bajaj is out of the country until August 30.

OTHER VACANCIES AND STATUS

Staff continues to conduct a continuous recruitment for applicants to fill vacancies on all boards and commissions. Additional notice and recruitment, in accordance with the State Maddy Act, for terms expiring on January 1, 2013 will begin in September and conclude in early December 2012.

Arts and Culture Commission (ACC)

One vacancy exists on the ACC for a term ending January 1, 2013. Anh Vu Doan (EQC 1st, TC 2nd and ACC 3rd) submitted an application listing the ACC as her 3rd choice. A total of four terms, including the current vacancy, will expire on January 1, 2013. Three commissioners who are currently serving terms that expire on January 1 are eligible for reappointment to a second term.

Citizens Street Oversight Committee

No vacancies. No terms expire in 2013.

Civil Service Commission

No vacancies. No terms expire in 2013.

Design Review Board

No vacancies. One term expires January 1, 2013. The Board Member filling this seat is eligible for reappointment.

Economic Development Board (EDB)

The Economic Development Board has two vacancies with terms ending January 1, 2016. One additional vacancy will be created when the term of a sitting Board Member expires on January 1, 2013. This commissioner is eligible for reappointment. Vikram Bajaj (EDB 1st, PC 2nd and FAB 3rd) and Loïc Comolli (EDB 1st, EQC 2nd) listed the EDB as their first choice.

Financial Advisory Board

There is one current vacancy with a term that expires on January 1, 2013. Two candidates have submitted applications for the Council's consideration. One applicant is available for

Special City Council Meeting Commission Applicant Interviews

interview this evening and the other applicant is available for interview in September. Three additional commissioners hold positions with terms that will expire on January 1, one of which is eligible for reappointment. Staff will present to the City Council for its consideration, an amendment of the enabling legislation which will allow for staggered terms.

Human Relations Commission

Two current vacancies with terms ending January 1, 2013 and January 1, 2016 respectively. One additional term will expire on January 1 however the commissioner is eligible for reappointment.

Parks and Recreation Commission

No current vacancy. Two terms will expire on January 1, 2013. Commissioners filling these positions are eligible for reappointment.

Planning Commission

See above. Two current vacancies with terms ending January 1, 2014 and January 1, 2015. Interviews are scheduled this evening. Terms of two sitting commissioners will expire on January 1, 2013. Both commissioners are eligible for reappointment.

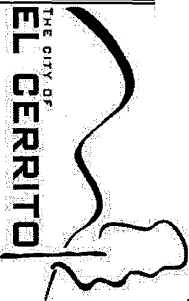
TREE COMMITTEE (TC)

The Tree Committee has 15 vacancies. There are 9 applicants. Interviews will be scheduled later this month or early September. Tonight the City Council will discuss the structure of upcoming interviews for the initial membership of this Committee. There are several options for conducting interviews of Tree Committee applicants. Interviews can be conducted with all applicants present as a group, groups of three to four applicants or individually. The following applicants have submitted applications for consideration: Cathy Bleier (EQC, TC – No ranking), Ralph Boniello (TC 1st, EQC 2nd, and Parks 3rd), Sheauchi Cheng (TC 1st and only), Ken Hirano (TC 1st, PC 2nd and CPC 3rd), Janet Hittle (TC 1st and only), Andrea Lucas (PC, TC – No ranking), Steve Price (TC 1st and only) and Michael Srago (TC 1st and only) submitted applications listing the TC as their first choice. Anh-Vu Doan (EQC 1st, TC 2nd and ACC 3rd) listed the Tree Committee as his 2nd choice.

Attachments:

1. Applicant Matrix
2. Candidate Applications
3. Interview questions for consideration
4. Current Vacancy and Appointment List
5. Tree Committee Resolution

2012 Board and Commission Applicant Matrix – Updated 8/7/12

																Interview Date	Appointed ?
		Arts & Culture (1 Vacancy)	Citizens Street Oversight (0 Vacancies)	Civil Service Commission (0 Vacancies)	Committee on Aging (4 Vacancies)	Crime Prevention (11 Vacancies)	Design Review Board (0 Vacancy)	Economic Devt. Bd (2 Vacancies)	Environmental Quality (4 Vacancies)	Financial Advisory Board (1 Vacancy)	Human Relations (2 Vacancies)	Park and Recreation (No Vacancies)	Planning Commission (2 Vacancies)	Tree Committee (15 Vacancies)			
Noreen Alldredge														1		08/13/12	
Vikram Bajaj								1		3			2			Unavailable ¹	
Dries Berglman								3	1				2			08/13/12	
Cathy Bleier									1						1	TBD	
Ralph Boniello									2			3			1	-	
Sheauchi Cheng															1	TBD	
Loïc Comolli								1	2							TBD	
Anh-Yu Doan	3								1						2	TBD	
Ken Hirano						3							2	1	1	08/13/12	
Janet Hittle															1	TBD	
Andrea Maxine Lucas													1	1	1	08/13/12	
Steve Price															1	TBD	
Michael Srago															1	TBD	
Davis Todhunter													1			08/13/12	
Bruce L. Yow ²										1		3				08/13/12	

¹ Out of the Country until August 30, 2012

² 2nd Choice – Citizens Bond Oversight Committee



**August 13, 2012
Special City Council Meeting**

**Commission Interviews
Attachments 2 & 3 – Candidate Applications and
Interview Questions**

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

2012 EL CERRITO BOARD AND COMMISSION APPOINTMENT LIST

Arts & Culture Commission (1 Vacancy)

NAME	DATE APPOINTED	TERM EXPIRATION
_____	_____	1/1/2013

Citizens Street Oversight Committee (No Vacancies)

Civil Service Commission (No Vacancies)

Design Review Board (0 Vacancies)

Economic Development Board (2 Vacancies)

NAME	DATE APPOINTED	TERM EXPIRATION
_____	_____	1/1/2016
_____	_____	1/1/2016

Financial Advisory Board (1 Vacancy)

NAME	DATE APPOINTED	TERM EXPIRATION
_____	_____	1/1/2013

Human Relations Commission (2 Vacancies)

NAME	DATE APPOINTED	TERM EXPIRATION
_____	_____	1/1/2013
_____	_____	1/1/2016

Parks & Recreation Commission (No Vacancies)

NAME	DATE APPOINTED	TERM EXPIRATION
_____	_____	1/1/2016

Planning Commission (2 Vacancies)

NAME	DATE APPOINTED	TERM EXPIRATION
_____	_____	1/1/2014
_____	_____	1/1/2015

Tree Committee (15 Vacancies)

NAME	DATE APPOINTED	TERM EXPIRATION
_____	_____	__/__/2016
_____	_____	__/__/2016
_____	_____	__/__/2016
_____	_____	__/__/2016
_____	_____	__/__/2016
_____	_____	__/__/2016
_____	_____	__/__/2016
_____	_____	__/__/2016

Contra Costa Library Commission (No Vacancies)

Contra Costa Transportation Authority Citizens Advisory Committee (No Vacancy)

Contra Costa Mosquito and Vector Control District Board of Trustees (No Vacancy)

West Contra Costa Unified School District Bond Oversight Committee (Alternate Vacancy)

Updated: August 8, 2012

RESOLUTION 2007-96

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO CREATING THE EL CERRITO TREE COMMITTEE.

WHEREAS, in 2004 the City Council revised El Cerrito Municipal Code Section 10.90, Obstruction of Views by Trees on Private Property, repealing the duties of the established Tree Commission; and

WHEREAS, in 2005 the City Council conducted a review of all City Boards, Commissions and Committees and indicated that an advisory body of the City Council dedicated to trees should remain; and

WHEREAS, in 2007 the Urban Forest Management Plan completed by Vallier Design Associates identified several goals for the stewardship of the urban forest, including establishing a citywide commitment to a healthy, growing forest, and creating a coordinated, high quality forestry management program including a Community Tree Committee; and

WHEREAS, such a committee would not only serve in an advisory capacity to the City Council regarding trees, but would also be charged with the education of residents in the proper planting and maintenance of trees throughout the City.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito hereby establishes a Tree Committee, with the necessary staff liaison assigned by the City Manager, with the following duties and responsibilities:

- To serve in an advisory capacity to the City Council, other commissions, and the citizens of the City with regard to the growth, maintenance, and location of trees within the City;
- To recommend programs, policies, and ordinances to implement and promote the City's Master Street Tree Plan and Urban Forest Management Plan and to coordinate with the Public Works staff regarding management and maintenance efforts;
- Promote and foster public awareness, education, interest and support for urban forestry efforts, foster volunteer opportunities for tree planting and irrigation along the city's streets and in residential front yards, and educate El Cerrito residents regarding selecting, planting and maintaining trees; and
- Promote and foster public awareness and education about potential hazards of trees near underground and above ground utilities and the appropriate tree species for avoiding such hazards.

BE IT FURTHER RESOLVED, that this Committee shall meet monthly and will be open to all El Cerrito residents with knowledge of, concern about, and/or participation in issues affecting the City's urban tree population.

BE IT FURTHER RESOLVED, that the terms for members of this Committee are four years, commencing on January 1st unless a member is removed from office pursuant to Section 2.04.220 of the El Cerrito Municipal Code, with the membership being divided into equal groups appointed in consecutive years. Members serve at the pleasure of the City Council and may be removed by a majority of the City Council.

* * * * *

BE IT FURTHER RESOLVED, that this Resolution shall become effective immediately upon passage and adoption.

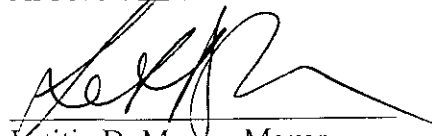
I CERTIFY that at a regular meeting on November 19, 2007 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES: Councilmembers Abelson, Jones, Potter and Mayor Moore
NOES: None
ABSENT: Councilmember Bridges

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on November 27, 2007.


Cheryl Morser, City Clerk

APPROVED:


Letitia D. Moore, Mayor