AGENDA

SPECIAL CITY COUNCIL MEETING
Monday, January 7, 2013 – 6:15 p.m.
Hillside Conference Room

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

Greg Lyman – Mayor

Mayor Pro Tem Janet Abelson
Councilmember Rebecca Benassini
Councilmember Jan Bridges
Councilmember Mark Friedman

6:15 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.

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).

THE CITY OF
EL CERRITO

Special City Council Meeting
6:15 p.m.

Date: January 7, 2013

To: Honorable Mayor and Members of the City Council

From: Cheryl Morse, City Clerk

Subject: Board and Commission Interviews

JANUARY 7 INTERVIEW SCHEDULE

Candidates listed below are scheduled for interview this evening:

6:15 p.m.	Heidi Rand	[ACC 1st and only]
6:25 p.m.	Cristin Sethi	[ACC 1st and only]
6:35 p.m.	Luis Zavala	[ACC 1st and only]
6:45 p.m.	Ruth Cazden	[ACC 1st and COA 2nd]
7:00 p.m	Steve Haskamp	[ACC 1st, DRB 2nd, PRC 3rd]
7:15 p.m.	Dug Waggoner	[ACC 1st and only]
7:30 p.m.	*10 Minute Break*	
7:40 p.m.	Amy Coty	[PC 1st and only]
7:50 p.m.	Carl Groch	[PC 1st and DRB 2nd]
8:05 p.m.	Susan Seastone	[DRB 1st and PC 2nd]
8:20 p.m.	Matt Serier	[PRC 1st, PC 2nd, TC 3rd]
8:35 p.m.	Peter Vranich	[FAB 1st, PC 2nd, EDB 3rd]
8:50 p.m.	*Debrief*	

BACKGROUND

The City Council received over forty applications in response to the current recruitment. Eleven candidates are scheduled for interview this evening. Although all commission applications are attached, staff has attempted to design this evening's interview schedule to facilitate appointments to the Arts and Culture Commission and Planning Commission and will work with the Mayor and Council to schedule additional interviews soon.

ARTS & CULTURE COMMISSION (ACC–4 Vacancies)

Commissioners Heidi Rand, Cristin Sethi and Luis Zavala were appointed to fill unexpired terms which ended on January 1, 2013. They all submitted applications for reappointment with the Arts and Culture Commission listed as their 1st and only choice. Each is eligible for re-appointment. Ruth Cazden (ACC 1st and COA 2nd), Steve Haskamp (ACC 1st, DRB 2nd , PRC 3rd) and Dug Waggoner (ACC 1st and only) and also submitted applications listing the Arts and Culture Commission as their first choice and are scheduled for interview this evening. Staff was unable to contact Ms. Storelli. The Council also received applications from Deb Danziger and Sharon Jones however these were submitted more than a week past the recruitment deadline.

PLANNING COMMISSION (PC–2 Vacancies)

Commissioners Amy Coty and Bill Kuhlman's first term ended January 1, 2013. Both are eligible for re-appointment and have submitted applications for a second term. Ms. Coty is scheduled for interview this evening. Mr. Kuhlman is out of town and will be scheduled at a later date. Dries Berghman (EQC 1st, PC 2nd, EDB 3rd) was interviewed on September 11, 2012 and Davis Todhunter (PC 1st and only) interviewed on August 13, 2012. Carl Groch (PC 1st and DRB 2nd), Susan Seastone (DRB 1st and PC 2nd), Matt Serier (PRC 1st, PC 2nd, TC 3rd) and Peter Vranich (FAB 1st, PC 2nd, EDB 3rd) have also submitted applications and will be interviewed this evening.

Candidates who have listed the Planning Commission as their third choice will be scheduled for interview at a later date. Candidates in this category include: Makalia Francis Aga (HRC 1st, EDB 2nd, PC 3rd), Carlos Santiago Cilley (FAB 1st, EDB 2nd, and PC 3rd), Arthur Schultz (FAB 1st, EDB 2nd, and PC 3rd), Marty Takimoto (CPC 1st, PRC 2nd, PC 3rd), and Orlandus Waters (CBOC 1st, FAB 2nd, PC 3rd).

OTHER VACANCIES AND STATUS

CRIME PREVENTION COMMITTEE (CPC – 11 Vacancies)

The Crime Prevention Committee requires at least five members to comprise the Committee (Resolution No. 2001–105, Section 8(A)). The Committee currently has four members and has been unable to meet. Since the Committee is unable to form to select new members, staff believes the Council must appoint one or more additional members to form the Committee. Candidates who are interested in serving on the CPC include the following: Linda Jolivet (CPC 1st, CSC 2nd), Bill Kuhlman (PC 1st, FAB 2nd, CPC 3rd) and Mary Takimoto (CPC 1st, PRC 2nd, PC 3rd).

DESIGN REVIEW BOARD (DRB–1 Vacancy)

Radziah Loh's first term ended January 1, 2013. She has submitted an application for a second term. Additional candidates who have listed the DRB as their first choice include Paul Kuhn (DRB 1st and only choice), Henia Miedzinski (DRB 1st and only choice), and Susan Seastone (DRB 1st and PC 2nd). Carl Groch (PC 1st and DRB 2nd), Steve Haskamp (ACC 1st, DRB 2nd, PC 3rd), Arthur Schultz (FAB 1st, DRB 2nd, PC 3rd) and Kevin Wildenberg (EQC 1st, DRB 2nd, EDB 3rd) have listed the Design Review Board as their

second choice. Ms. Seastone and Messrs. Groch and Haskamp are scheduled for interview this evening. Interviews for the other DRB candidates will be arranged at a later date.

ECONOMIC DEVELOPMENT BOARD (EDB) (2 Vacancies)

Dries Berghman interviewed September 11, 2012 and listed the EDB as his third choice. Peter Vranich (FAB 1st, PC 2nd, EDB 3rd) is interviewing this evening and listed the EDB as his third choice.

Makalia Francis Aga (HRC 1st, EDB 2nd, PC 3rd), Wendy Brawer (EDB 1st and only), Karen Christian (TC 1st, PRC 2nd, COA 3rd, EDB 4th), Carlos Santiago Cilley (FAB 1st, EDB 2nd, and PC 3rd), Loic Comolli (EDB 1st and EQC 2nd), Ann Lehman (EDB 1st and only), Arthur Schultz (FAB 1st, EDB 2nd, PC 3rd) and Kevin Wildenberg (EQC 1st, DRB 2nd, EDB 3rd) have listed the Economic Development Board as a choice and will interview at a later date.

FINANCIAL ADVISORY BOARD (FAB – 4 Vacancies)

Boardmembers Brad Caftel, Rich Bartke and Hale Kronenberg's terms expired on January 1, 2013. Boardmember Bruce Yow's was appointed to an unexpired term that ended on January 1, 2013. All four Boardmembers have submitted applications for an additional term Peter Vranich (FAB 1st, PC 2nd, EDB 3rd) has also listed the FAB as his first choice and will be interviewed this evening.

Carlos Santiago Cilley (FAB 1st, EDB 2nd, and PC 3rd), Bill Kuhlman (PC 1st, FAB 2nd, CPC 3rd), Arthur Schultz (FAB 1st, EDB 2nd, PC 3rd), and Orlandus Waters (CBOC 1st, FAB 2nd, PC 3rd) have also listed the Financial Advisory Board as a choice and will interview at a later date.

HUMAN RELATIONS COMMISSION (HRC – 3 Vacancies)

Candidates for the HRC include: Makalia Francis Aga (HRC 1st, EDB 2nd, PC 3rd) and Dale Masterson (EQC 1st, HRC 2nd, PRC 3rd).

PARKS AND RECREATION (PRC– 3 Vacancies)

Commissioners Manish Doshi and Steve Lipson's first term expired on January 1, 2013. Both have submitted an application for reappointment. Steve Haskamp has listed the PRC as his third choice (ACC 1st, DRB 2nd , PRC 3rd) and Matt Serier has listed the PRC as his first choice (PRC 1st, PC 2nd, TC 3rd). Both are scheduled for interviews tonight.

Karen Christian (TC 1st, PRC 2nd, COA 3rd, EDB 4th), Georgina Edwards (PRC 1st and only), Gary Hill (PRC 1st and only), Shannon Lee-Rutherford (TC 1st, PRC 2nd, Contra Costa Library Commission 3rd), Dale Masterson (EQC 1st, HRC 2nd, PRC 3rd), and Marty Takimoto (CPC 1st, PRC 2nd, PC 3rd) have submitted applications listing the Park and Recreation Commission as a choice and will interview at a later date.

TREE COMMITTEE (TC – 10 Vacancies)

Matt Serier has listed the TC as his third choice (PRC 1st, PC 2nd, TC 3rd) and is scheduled for an interview this evening. Cathy Blier (EQC 1st and TC 1st), Michael Charlton (TC 1st,

EQC 2nd, CSOC 3rd), Karen Christian (TC 1st, PRC 2nd, COA 3rd, EDB 4th) and Shannon Lee-Rutherford (TC 1st, PRC 2nd, CCC LC 3rd) have submitted applications listing the Tree Committee as a choice and will interview at a later date. The City Council made five initial appointments to the Tree Committee in September 2012. Resolution No. 2007–96, the enabling legislation for the Tree Committee states "*…terms are four years, commencing on January 1…with the membership being divided into equal groups appointed in consecutive years…*" Staff believes the City Council could appoint an additional group of five members this year with terms that would expire January 1, 2017 or direct the Committee to make a recommendation to the Council on the next group of appointments.

Attachments:

1. Applicant Matrix
2. Candidate Applications
3. ECMC 2.04.310 – Arts & Culture Commission
4. ECMC 2.04.230 – Planning Commission
5. Interview questions for consideration

Commission Interviews
Attachment 1

2013 Board and Commission Applicant Matrix – Updated 1/3/13

THE CITY OF EL CERRITO	*Arts & Culture (4 Vacancies)*	*Citizens Street Oversight (0 Vacancies)*	*Civil Service Commission (0 Vacancies)*	*Committee on Aging (4 Vacancies)*	*Crime Prevention (11 Vacancies)*	*Design Review Board (1 Vacancy)*	*Economic Devt. Bd (2 Vacancies)*	*Environmental Quality (5 Vacancies)*	*Financial Advisory Board (4 Vacancies)*	*Human Relations (3 Vacancies)*	*Park and Recreation (3 Vacancies)*	*Planning Commission (2 Vacancies)*	*Tree Committee (10 Vacancies)*	*Interview Date*	*Appointed ?*
Makalia Francis Aga							2			1		3			
Arlinda Babcock				1											
Rich Bartke			3					2	1						
Dries Berghman							3	1				2		9/11/12	
Cathy Bleier								1					1		
Wendy H. Brawer							1								
Brad Caftel									1						
Ruth Cazden	1			2										1/7/13	
Michael Charlton		3						2					1		
Nola Vegares Chavez				1											
Karen H. Christian				3			4				2		1		
Carlos Santiago Cilley							2		1			3			
Loïc Comolli							1	2							
Amy Coty												1			
Manish Doshi											1			1/7/13	
Georgina Edwards											1				
Carl Groch						2						1		1/7/13	
Steve Haskamp	1					2					3			1/7/13	
Gary Hill											1				
Linda Jolivet			2		1										

2013 Board and Commission Applicant Matrix – Updated 1/3/13

THE CITY OF EL CERRITO	*Arts & Culture (4 Vacancies)*	*Citizens Street Oversight (0 Vacancies)*	*Civil Service Commission (0 Vacancies)*	*Committee on Aging (4 Vacancies)*	*Crime Prevention (11 Vacancies)*	*Design Review Board (1 Vacancy)*	*Economic Devt. Bd (2 Vacancies)*	*Environmental Quality (5 Vacancies)*	*Financial Advisory Board (4 Vacancies)*	*Human Relations (3 Vacancies)*	*Park and Recreation (3 Vacancies)*	*Planning Commission (2 Vacancies)*	*Tree Committee (10 Vacancies)*	*Interview Date*	*Appointed ?*
Hale Kronenberg									1						
Bill Kuhlman					3				2			1			
Paul Kuhn						1									
Shannon Lee-Rutherford											2		1		
Ann Lehman							1								
Steve Lipson											1				
Radziah Loh						1									
Dale Masterson								1		2	3				
Henia Miedzinski						1									
Heidi Rand	1													1/7/13	
Arthur Schultz							2		1			3			
Susan Seastone						1						2		1/7/13	
Matt Serier											1	2	3	1/7/13	
Cristin M. Sethi	1													1/7/13	
Anna M. Storelli	1		2			3									
Marty Takimoto					1						2	3			
Davis Todhunter												1		8/13/12	
Peter Vranich							3		1			2		1/7/13	

2013 Board and Commission Applicant Matrix – Updated 1/3/13

THE CITY OF EL CERRITO	***Arts & Culture (4 Vacancies)***	***Citizens Street Oversight (0 Vacancies)***	***Civil Service Commission (0 Vacancies)***	***Committee on Aging (4 Vacancies)***	***Crime Prevention (11 Vacancies)***	***Design Review Board (1 Vacancy)***	***Economic Devt. Bd (2 Vacancies)***	***Environmental Quality (5 Vacancies)***	***Financial Advisory Board (4 Vacancies)***	***Human Relations (3 Vacancies)***	***Park and Recreation (3 Vacancies)***	***Planning Commission (2 Vacancies)***	***Tree Committee (10 Vacancies)***	***Interview Date***	***Appointed ?***
Dug Waggoner	1													1/7/13	
Orlandus Waters									2			3			
Kevin Wildenberg						2	3	1							
Bruce L. Yow									1		3				
Luis Zavala	1													1/7/13	

THE CITY OF
EL CERRITO
OFFICE OF THE CITY CLERK

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Commission Interviews
Attachment 2 – Candidate Applications

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

ART & CULTURE COMMISSION

2.04.310 Art and Culture Commission

A. There shall be an arts and culture commission consisting of seven members. These members shall demonstrate a commitment to the various arts disciplines, including but not limited to: fine arts, visual arts, performing arts, literary arts, art history and arts education.

B. The commission shall have the following powers and duties as stated below, and such others as assigned from time to time by the city council:
1. To act in an advisory capacity to the city council in all matters pertaining to arts in the community;

2. Make recommendations to the city council concerning the resources and needs of the community on the subject of the arts, opportunities for participation of artists and performers in city-sponsored activities, and ways to encourage community involvement in the arts;

3. Work cooperatively with city boards and commissions and other public and private organizations in creating and promoting art and cultural programs and activities within the city;

4. Coordinate and strengthen existing organizations in the arts and develop cooperation with regional organizations;

5. Make recommendations to the city council regarding the funding of community art projects, including the search for private and public grants, and regarding the disbursement of revenues consistent with the needs of the community;

6. Review and make recommendations to the city council upon all works of art to be acquired by the city, either by purchase, gift or otherwise and exterior works of art installed in the city on public property;

7. Recommend to the City Council the adoption of such ordinances or policies as it may deem necessary for the administration and preservation of the arts and cultural development of the city.(Ord. 2003-1 Div. 1, 2003.)

El Cerrito Municipal Code Section 2.04.230

Planning Commission

There shall be a planning commission. It shall have the powers and duties provided by the state "Planning Act" as the same now exists or may hereafter be amended, such other duties as may be conferred upon planning commissions by the laws of the state, and such duties and powers provided in this code or assigned by the council.

The planning director of the city shall be the secretary of the commission. (Ord. 92-2 Div. 2 (part), 1992.)

THE CITY OF
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OFFICE OF THE CITY CLERK

January 7, 2013
Special City Council Meeting

Commission Interviews
Attachment 5 – Interview Questions

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