



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: September 13, 2021
TO: Christine Daniel, City Manager
FROM: Sheri Hartz, City Clerk
SUBJECT: Community Advisory Committee Appointments

RECOMMENDATION

Staff has no recommendation. Appointments to Community Advisory Committees are made at the City Council's discretion. A separate Resolution will be approved for each set of Committee appointments.

BACKGROUND

The City Council appoints community members to serve on the City's various Community Advisory Committees ("Committees"). Committees are an opportunity for community members to have input on specific programs and initiatives of the City. All Committee meetings are publicly noticed, and the public is encouraged to attend. Actions taken by Committees are forwarded to the full City Council for consideration and possible action, with the exception of the Planning Commission and Housing Advisory and Appeals Board, which have some independent authority, with some of their decisions subject to City Council review or appeal.

The Committees consist of a wide range of community members representing specific demographics. Below are definitions of the various existing committee positions. It is not uncommon to receive an application from a candidate that fulfills the qualifications for multiple committee positions. When that occurs, the applicants are listed in all relevant categories for consideration per Committee.

Business Representative	Person representing a business in Emeryville of any size.
City Labor Representative	Person representing a labor union with members represented in Emeryville.
Community Member	Person residing or working in Emeryville.
Large Business Representative	Person representing a business in Emeryville with over 56 employees.
Non-Profit Workforce Development Organization Representative	Person representing a local non-profit workforce development organization.
Resident	Person residing in Emeryville.
Resident (94608)	Person residing within the Emeryville-Oakland 94608 zip code.

Small Business Representative	Person representing a business in Emeryville with 55 or less employees.
-------------------------------	---

DISCUSSION

On June 15, 2021, the City Council made annual appointments to the City's various advisory bodies; however, there were vacancies that were not filled on the Commission on Aging and the Housing Committee. The City Clerk's Office opened another recruitment for the remaining vacancies June 18, 2021, with an application deadline for August 2, 2021.

On July 6, 2021, staff received a notice of resignation on the Budget Advisory Committee; then at the July 6 City Council meeting, City Council gave staff direction to also recruit for a resident to fill the open position on the Alameda County Mosquito Abatement District that was left vacant when former Member Cooley retired. Staff amended and re-posted the Notice of Vacancies to include the AC Mosquito Abatement District and the Budget Advisory Committee and extended the application deadline to August 23, 2021. On August 15, 2021, staff received notice of a resignation on the Public Art Committee; the unscheduled vacancy was folded into the current recruitment process, and the Notice of Vacancies was again amended and re-posted.

Notice of the vacancies was posted on the City's three bulletin boards. In addition, the City Clerk's Office included noticing of the vacancies on the City's website, Twitter and ETV Cable Channel 27, and made announcements at City Council meetings. Committee Secretaries were also encouraged to distribute the Notice of Vacancies to their committee members and members of the public. Staff also reached out to all qualified active applicants to inquire whether they would still like to be considered for the Committee for which they had previously applied.

The City Clerk's Office received applications for the Commission on Aging and the Housing Committee. Staff has encouraged applicants to attend the virtual September 13, 2021, City Council meeting where they will be able to introduce themselves and answer any questions the City Council might have. Zoom meeting information will be provided to all applicants prior to the meeting.

Staff recommends re-advertising any remaining vacancies in the late fall to be appointed at a future City Council meeting.

Alameda County Mosquito Abatement District

Staff requests guidance from the City Council regarding this current vacancy. Due to a lack of interested applicants for the Board, staff suggests two options for City Council to consider:

OPTION 1:

The City Council may opt to allow this seat to remain vacant until such time as a resident can be appointed to the Board. It should be noted that this Board convenes on the 2nd Wednesday of each month. As staff does not plan to open another recruitment until early

October, and with our normal 45-day recruitment period, the seat would not be filled again until late December. This option would result in leaving Emeryville without representation on the Board for several months.

OPTION 2:

The City Council may opt to appoint a member of their own body temporarily until such time that a resident can be officially appointed to the Board. Should City Council choose this option, staff would bring back a formal resolution at the October 5th City Council meeting to temporarily appoint a City Council representative. This option would thereby allow City representation at the next Board meeting on October 13, 2021. The District's General Manager has also indicated that it would be preferable to have a short-term representative on the Board than to allow the seat to remain vacant.

Commission on Aging

The Commission on Aging consists of up to nine (9) total members. The Committee's purpose is to provide input and recommendations regarding City policies, priorities and feedback related to the health and wellness of seniors in the community.

The Committee has a current vacancy for one Community Member with a term expiring June 30, 2025. The following applications have been received:

Community Member	<ul style="list-style-type: none">▪ Rene Terlet▪ Dr. Walt Watman
------------------	---

Housing Committee

The Housing Committee consists of up to nine (9) total members. The Committee's purpose is to provide input and recommendation regarding City policies, priorities, and feedback related to the City's housing policies and programs.

The Committee has current vacancies for one Community Member with a term expiring June 30, 2022, and one Community Member with a term expiring June 30, 2023. The following applications have been received:

Community Member	<ul style="list-style-type: none">▪ Cristal Alejandrez▪ Rodrigo Jacomet▪ Daniel Johnson▪ Martin Leung
------------------	--

FISCAL IMPACT

There is no fiscal impact.

STAFF COMMUNICATION WITH THE PUBLIC

Staff has not had any communication with the public regarding these appointments, other than confirmation of received applications and advising applicants regarding the Advisory Body appointment process.

PREPARED BY: Lorrayne Leong, Deputy City Clerk

APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:



Christine Daniel, City Manager

ATTACHMENTS

- Commission on Aging Applicants
 - Applicant Rene Terlet
 - Applicant Dr. Walt Watman
- Housing Committee Applicants
 - Applicant Cristal Alejandrez
 - Applicant Rodrigo Jacomet
 - Applicant Daniel Johnson
 - Applicant Martin Leung
- Draft Resolution – Commission on Aging
 - Exhibit A – Commission on Aging Roster
- Draft Resolution – Housing Committee
 - Exhibit A – Housing Committee Roster