



## AGENDA

**SPECIAL CITY COUNCIL MEETING**  
Wednesday, November 14, 2018 – 5:30 p.m.  
Hillside Conference Room – 2<sup>nd</sup> Floor

**SPECIAL CITY COUNCIL MEETING**  
Wednesday, November 14, 2018 – 6:15 p.m.  
City Council Conference Room – 1<sup>st</sup> Floor

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

Gabriel Quinto – Mayor

Mayor Pro Tem Rochelle Pardue-Okimoto  
Councilmember Paul Fadelli

Councilmember Janet Abelson  
Councilmember Greg Lyman

### **5:30 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**

Conduct interviews of candidates for the City Boards and Commissions. Interviews may result in an announcement of appointment at the meeting.

**3. ADJOURN SPECIAL CITY COUNCIL MEETING**

### **6:15 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. CLOSED SESSION**

**CONFERENCE WITH LABOR NEGOTIATORS** (*Pursuant to Government Code Section 54957.6*)

Agency Designated Representatives: Mayor Quinto and Councilmember Lyman  
Unrepresented Employee: City Manager

**3. POSSIBLE REPORT OUT OF CLOSED SESSION**

**4. ADJOURN SPECIAL CITY COUNCIL MEETING**

The next regularly scheduled City Council meeting is Tuesday, November 20, 2018 at 7:00 p.m. in the City Council Chambers, 10890 San Pablo Avenue, El Cerrito.

***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.***

- Council Meetings can be heard live on FM Radio, KECG – 88.1 and 97.7 FM and viewed live on Cable TV - KCRT- Channel 28 and AT&T Uverse Channel 99. The meetings are rebroadcast on Channel 28 the following Thursday and Monday at 12 noon, except on holidays. Live and On-Demand Webcast of the Council Meetings can be accessed from the City's website <http://www.el-cerrito.org/streamingmedia>. 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](http://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: 215-4305 Fax: 215-4379, email [skelly@ci.el-cerrito.ca.us](mailto:skelly@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 10:30 p.m., unless extended to a specific time determined by a majority of the Council.



**Special City Council Meeting – 5:30 p.m.  
Commission Interviews**

Date: November 14, 2018  
To: Honorable Mayor and Members of the City Council  
From: Sherry M. Kelly, Acting City Clerk  
Subject: Commission Interviews

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**INTERVIEW SCHEDULE**

November 14, 2018

5:30 p.m.	Anatalio Ubalde	Planning Commission
5:45 p.m.	Sajuti Rahman	Planning Commission (1 <sup>st</sup> choice) Design Review Board (2 <sup>nd</sup> choice)
6:00 p.m.	Erin Gillett	Design Review Board (1 <sup>st</sup> choice) Planning Commission (2 <sup>nd</sup> choice)

November 20, 2018

6:15 p.m.	Martin Takimoto	Citizens Street Repair & Maintenance Oversight Committee
6:30 p.m.	Nick Brooks	Planning Commission
6:45 p.m.	Wenlin Li	Design Review Board Planning Commission

**BACKGROUND**

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.

The attached matrix provides a listing of those individuals that have submitted applications and are being scheduled for interviews, as well as those that have been interviewed in 2018 but have not been appointed.

**VACANCIES**

Existing vacancies on boards, commissions and committees in which members are directly appointed by the City Council include:

Citizens Street Oversight Committee – One Vacancy

One term to expire March 2020

Design Review Board – One Vacancy

One term to expire March 2019. Municipal Code 2.04.280 requires that 3 members be “design professionals” and no more than 2 members be members of the Planning Commission. The Board currently consists of 3 members who are licensed architects and 1 member of the general public.

Human Relations Commission – One Vacancy and One Student Vacancy

One term to expire March 2019. Student appointments are for a period of one year.


Planning Commission – One Vacancy

One term to expire March 2019

Attachments:

1. Applicant Matrix – Updated
2. Applications
3. Interview Questions

**2018 Commission Vacancies as of November 14, 2018**  
**Attachment 1**

	<i>Arts &amp; Culture (0)</i>	<i>Citizens Street Oversight (1)</i>	<i>Civil Service Commission (0)</i>	<i>Committee on Aging (2)</i>	<i>Crime Prevention (8)</i>	<i>Design Review Board (1)</i>	<i>Economic Development (7)</i>	<i>Environmental Quality (0)</i>	<i>Financial Advisory Board (0)</i>	<i>Human Relations (1)</i>	<i>Park and Recreation (0)</i>	<i>Planning Commission (1)</i>	<i>Urban Forest Committee (9)</i>	<i>Interview Date</i>	<i>Appointed</i>
<b>Derik Hilliard</b>							1			2				2/20	
<b>Douglas Hund</b>						2						1		2/20	
<b>Ashley James</b>						1		2						7/17	
<b>Eva Jo Meyers</b>	1													4/17	
<b>Cathy Hanville</b>												1		8/21	
<b>Howdy Goudy</b>												1		9/17	
<b>Christine Gilmore</b>				2						1				10/16	
<b>Sylvia Ettinger (student)</b>										1				No show	
<b>Anatalio Ubalde</b>												1		11/14	
<b>Sajuti Rahman</b>						2						1		11/14	
<b>Erin Gillett</b>						1						2		11/14	
<b>Nick Brooks</b>												1		11/20	
<b>Wenlin Li</b>						1						2		11/20	
<b>Martin Takimoto</b>		1												11/20	



**November 14, 2018  
Special City Council Meeting**

**Commission Interviews**

**Attachment 2 Applications**

are available for review in hardcopy format at the  
following locations:

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

and

The El Cerrito Library  
El Cerrito  
6510 Stockton Avenue

**PLANNING COMMISSION AND DESIGN REVIEW BOARD  
INTERVIEW QUESTIONS**

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1. Briefly outline what in your professional background, work experience, education, or volunteer work would be relevant to the commission/board? What is your area of expertise and what is your experience in the planning entitlement process?
2. Will you give us a quick summary of why you chose to apply for the Planning Commission or Design Review Board and what you hope to accomplish as a member?
3. Can you explain how and why you feel you would be able to make fair and equitable decisions that would be in the best interest of **all** residents of the City?

**Question to ask if interested in Planning Commission**

4. The Planning Commission must often balance competing interests when it develops planning documents and makes land use decisions. In your opinion, what are the most important factors for the Planning Commission to consider in its decision making? Are you aware of any issues that this Board addressed recently?

**Question to ask if interested in Design Review Board**

5. From a design perspective, what design or landscaping do you believe is appropriate for the City and what needs improvement? Are you aware of any issues that this Board addressed recently?