

CITY OF YUBA CITY  
STAFF REPORT

**Date:** May 5, 2020  
**To:** Honorable Mayor & Members of the City Council  
**From:** Administration  
**Presentation By:** Terrel Locke, Assistant to the City Manager

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**Summary**

**Subject:** Postpone Yuba City Board & Commission Recruitments from June 2020 to September 2020

**Recommendation:** Postpone recruitment for Personnel Board, Youth Commission and Regional Housing Authority Yuba City Citizen Representative with term endings as of June 30, 2020 and one unscheduled vacancy until September 2020

**Fiscal Impact:** None.

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**Purpose:**

To postpone recruitments for Boards and Commissions with term ending dates of June 30, 2020 to September 30, 2020 due to Stay-At-Home social distancing requirements.

**Background:**

It is the goal of the City Council to have a diversified group of citizens serving on their Boards and Commissions. Traditionally, the recruitment process begins in April, with interviews and appointment by Council in June.

The Personnel Board members are appointed from July 1<sup>st</sup> through June 30<sup>th</sup> and serve 4-year terms. The Youth Commission members are also appointed from July 1<sup>st</sup> through June 30<sup>th</sup> and serve 2-year terms.

On April 7<sup>th</sup>, the City received a resignation notice from the City's citizen representative on the Regional Housing Authority Board. This position was appointed in 2018 for a 4-year term, from January 1, 2018 through December 31, 2021.

Because of the COVID-19 social distancing order and the fact that schools are closed until the beginning of the next school year, staff is requesting postponement of recruitment until the new school year is in session.

**Analysis:**

The following Boards and Commissions have positions with term endings as of June 30, 2020, along with an unscheduled vacancy:

### Personnel Board

The Personnel Board meets on an as needed basis. The primary function of the Personnel Board is to hold hearings and make investigations and/or recommendations which may be considered desirable on any matter of personnel policy and report its findings to the Council or the City Manager as may be appropriate; and serve as a fact finding, mediation, or conciliation board when so requested in matters of employer-employee relations.

Two members of the 5 member board have the term limit of June 30, 2020. A quorum of Board members would still remain until September.

### Youth Commission

The Youth Commission normally meets on a monthly basis. The purpose of the Youth Commission is to act in an advisory capacity to the City Council, City Manager and the Community Services Director in all matters pertaining to youth and all general matters concerning issues affecting youth and the City of Yuba City.

Three members of the 9 member board have terms ending as of June 30, 2020, however, traditionally several other members resign after only one year on the Commission because of graduation or changes in scheduling/circumstances.

The area high schools, as well as current Youth Commission members, are crucial in getting the word out regarding the Youth Commission. Recruitment of new diversified applicants will be more successful once school is in session.

### Regional Housing Authority

Per the Agreement with the Regional Housing Authority of Sutter and Nevada Counties, each Governing Body shall appoint a citizen representative for a term of four years, per Section 34246.5 of the California Health & Safety Code. City staff coordinates with the Housing Authority for applicants for the position.

Notice will go out to all current Board and Commission members notifying them that their terms are up and the recruitment process is being moved to September. Advertisements for the open positions will be started in May through the Appeal-Democrat, the City's website and social media platforms.

### **Alternatives:**

Do not postpone the recruitments and set-up virtual interviews.

### **Fiscal Impact:**

None.

### **Recommendation:**

Postpone recruitment for Personnel Board, Youth Commission and Regional Housing Authority Yuba City Citizen Representative with term endings as of June 30, 2020 and one unscheduled vacancy until September 2020.

### **Attachment:**

- Local Board and Commission Appointment List – February 2020

Prepared by:

*/s/ Terrel Locke*

Terrel Locke  
Assistant to the City Manager

Reviewed by:

Finance

City Attorney

Submitted by:

*/s/ Diana Langley*

Diana Langley  
Interim City Manager

SM

SLC by email

# ATTACHMENT 1

**Local Board and Commission Appointment List  
December 17, 2019**

In compliance with the requirements of the Maddy Act, Government Code 54970, the following appointment list is posted on an annual basis by December 31st. It shows all current members of City Boards and Commissions and the dates of their terms of office as of the time of this posting.

**Planning Commission**

*7 members - 4 year terms - Meets the 2nd and 4th Wednesday of each month at 6:00 p.m. in the Yuba City Council Chambers - Members must reside within the City limits.*

<b>Commissioner</b>	<b>Date Appointed</b>	<b>Term Begins</b>	<b>Term Ends</b>
Daria Ali	01/17/17	01/01/17	02/28/21
Dale Eyeler	01/17/17	01/01/17	02/28/21
Jana Shannon	01/17/17	01/01/17	02/28/21
Michele Blake	03/06/19	03/01/19	02/28/23
Lorie Adams	03/06/19	03/01/19	02/28/23
John Shaffer	03/06/19	03/01/19	02/28/23
Richard Doscher	01/01/19	01/01/19	Sutter Co. Rep.

**Economic Development Commission**

*7 members - 4 year terms - Meets monthly at 6:00 p.m. on the 4th Monday at City Hall. Members do not need to reside in City limits. Representatives from diverse businesses & industries and representative agencies recommended*

<b>Commissioner</b>	<b>Date Appointed</b>	<b>Term Begins</b>	<b>Term Ends</b>
Christine Ivory	01/17/17	01/01/17	02/28/21
Vinny Johl	01/17/17	01/01/17	02/28/21
Todd Remund	01/17/17	01/01/17	02/28/21
Margaret Fernandez	03/06/19	03/01/19	02/28/23
Stacy Brookman	03/06/19	03/01/19	02/28/23
Doreen Osumi	09/17/19	09/17/19	02/28/23
Steve Hammarstrom	09/17/19	09/17/19	02/28/23
Alternate - Vacant			

**Parks & Recreation Commission**

*5 members - 4 year terms - Meets the 3rd Monday of each month at 5:30 p.m. at City Hall - Members must reside within the City limits*

<b>Commissioner</b>	<b>Date Appointed</b>	<b>Term Begins</b>	<b>Term Ends</b>
Gary Hurlbut	06/06/17	01/01/17	02/28/21
Erica Summers	06/06/17	01/01/17	02/28/21
Staci Howell	03/06/19	03/01/19	02/28/23
Amram Bath	03/03/20	03/01/20	02/28/23
Bonnie Pullen	03/06/19	03/01/19	02/28/23

**Senior Commission**

*5 members - 4 year terms - Meets the 1st Wednesday of each month at 9:00 a.m. in the Yuba City Senior Center - Members must reside in the City of Yuba City and represent a diverse group*

<b>Commissioner</b>	<b>Date Appointed</b>	<b>Term Begins</b>	<b>Term Ends</b>
Joanne Ellis	03/03/20	03/01/20	02/28/24
Anthony Kurlan	03/03/20	03/01/20	02/28/24
John Boyer	02/08/18	01/01/18	02/28/21
Tanna Thomas	02/08/18	01/01/18	02/28/21
Laverne Denyer	03/06/19	03/01/19	02/28/23

### Youth Commission

*9 members - 2 year terms - Meets the 3rd Wednesday of each month at 7:00 p.m. in the Sutter Room at City Hall - Members must be between 14 and 19 years of age and reside within the City limits*

Commissioner	Date Appointed	Term Begins	Term Ends
John Kroeger	06/05/18	07/01/18	06/30/20
Shaan Sandu	06/05/18	07/01/18	06/30/20
Alyssa Aguirre	06/04/19	07/01/19	06/30/21
Sukhman Kahlon	06/04/19	07/01/19	06/30/21
Tatum Mitchell	06/04/19	07/01/19	06/30/21
Nick Morris	06/04/19	07/01/19	06/30/21
Lily Patrick	06/04/19	07/01/19	06/30/21
Deril Ramirez	06/04/19	07/01/19	06/30/21
Erin Ramirez	06/04/19	07/01/19	06/30/21
Alternate: Matt Biggins	06/05/18	07/01/18	06/30/20

### Personnel Board

*5 members - 4 year terms - Meets on an as needed basis - members must reside in the City limits*

Board Member	Date Appointed	Term Begins	Term Ends
Brian Betschart	06/07/16	07/01/16	06/30/20
Hardial Dulay	06/07/16	07/01/16	06/30/20
Joanne Ellis	06/04/14	07/01/18	06/30/21
David Koll	06/04/14	07/01/18	06/30/21
Anthony Kurlan	06/04/14	07/01/18	06/30/21

### Regional Housing Authority

*1 citizen member appointed by the City of Yuba City and 1 tenant member appointed by the member agencies for the 7 member Board of Commissioners. Meets the 1st and 3rd Wednesday of each month at 12:15 at the Housing Authority. Citizen member must reside within the City limits*

Board Member	Date Appointed	Term Begins	Term Ends
Suzanne Gallaty	01/30/20	01/01/20	12/31/21
David Waite (resigned)	06/19/18	01/01/18	12/31/21