
February 19, 2013
City Manager

**TITLE: ACCEPT REPORT OF COMMISSIONER ABSENCES FOR THE PERIOD
OF JULY 1 THROUGH DECEMBER 31, 2012**

SUMMARY

The Pleasanton Municipal Code attendance requirements for City Commissions and Committees require that the City Manager request from commissioners and committee members whose absences exceed those set forth to provide written responses for the absences. This report is being submitted in accordance with this procedure.

RECOMMENDATION

Staff recommends that the City Council accept the report.

FINANCIAL STATEMENT

There is no fiscal impact.

BACKGROUND

In accordance with requirements of the Municipal Code, staff reviewed attendance reports from various City commissions and committees for the period of July 1 through December 31, 2012 and has prepared their reports. These reports indicate explanations for those commissioners that have been absent from scheduled meetings during this period that have equaled or exceeded the one-third limitation.

The City Council is required to determine if a member's absences are justified. If the Council determines that the absences were justified, no further action is required. Should Council determine that the member's reasons for the absences in question are unjustified; the City Council may terminate the term of office and declare the office vacant.

If the Council declares any office vacant, staff will notify the commissioner or committee member that their term has been terminated, and the resulting vacancy will be filled in accordance with City policies.

Submitted by:

A handwritten signature in black ink, appearing to read "Nelson Fialho".

Nelson Fialho
City Manager

Attachment 1



PLEASANTON

MEMORANDUM

Date: January 10, 2013

To: Nelson Fialho, City Manager

cc: Karen Gonzales, Deputy City Clerk

From: Susan Andrade-Wax, Director of Community Services *SAW*

Subject: Commission Absences from 07/01/12 through 12/31/12

During the second half of 2012, the Commissions held their monthly meetings as follows: Civic Arts – July 2, August 6, August 27 (September’s meeting), October 1, November 5, and December 3 (canceled); Human Services – July 4 (canceled), August 15, September 19, October 3, November 7, and December 5; Parks and Recreation – July 12 (canceled), August 23, September 13 (canceled), October 11, November 8, and December 13 (canceled); Youth – July (No meeting), August 29 (Special Meeting), September 12, October 10, November 14, and December 12.

While the commission members usually notify staff of their intended absence, I understand that there is no distinction between “excused” and “unexcused.” Non-attendance at one or more meetings requires an explanation from the Commission member. If the reason was given, it is indicated below:

Civic Arts Commission

Absent from July 2, 2012 Meeting

Sara Nealy

Explanation

Work Conflict

Absent from August 6, 2012 Meeting

Claudia Hess

Explanation

Work Conflict

Absent from October 1, 2012 Meeting

Sara Nealy

Explanation

Work Conflict

Absent from November 5, 2012 Meeting

Claudia Hess

Sara Nealy

Explanation

Work Conflict

Family Conflict

Human Services Commission

Absent from August 15, 2012 Meeting

Brock Roby
Theresa Rowland

Explanation
Work Conflict
Illness

Absent from September 19, 2012 Meeting

Prashant Jhanwar
Theresa Rowland

Explanation
Work Conflict
Illness

Absent from November 7, 2012 Meeting

Prashant Jhanwar

Explanation
Work Conflict

Parks and Recreation Commission

Absent from August 23, 2012 Meeting

Jack Balch

Explanation
Family Conflict

Absent from November 8, 2012 Meeting

Herb Ritter

Explanation
Family Illness

Youth Commission

Absent from August 31, 2012 Meeting

Shannon Malindzak
Erica Utikal
Yandi Wu

Explanation
Illness
Email incorrect/did not receive notice
*see below

Absent from September 19, 2012 Meeting

Neha Nirkondar
Taylor Sowers
Yandi Wu

Explanation
Unknown
Illness
*see below

Absent from November 14, 2012 Meeting

Michael Lamos
Neha Nirkondar
Erica Utikal
Yandi Wu

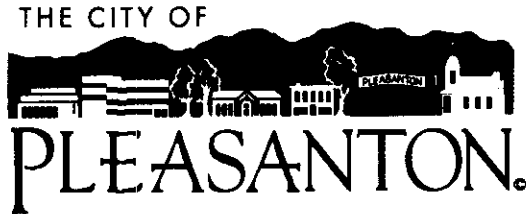
Explanation
Sports Conflict
Unknown
Family Commitment
*see below

Absent from December 12, 2012 Meeting

Katie Olmo

Explanation
Family Commitment

*Ms. Wu is the alternate and did not realize she was to attend.



MEMORANDUM

Date: December 31, 2012
To: Nelson Fialho, City Manager
cc: Karen Gonzales, Deputy City Clerk
From: Pamela Ott, Economic Development Director
Subject: Economic Vitality Committee Absences from 7/1/12 through 12/31/12

During the second half of 2012, the Economic Vitality Committee held three meetings: on July 19, September 20, and November 15. While the committee members usually notify me of their intended absence, I understand that there is no distinction between "excused" and "unexcused." Non-attendance at one or more meetings requires an explanation from the committee member. Where I know the reason for the absence, I've indicated so.

Absent from July 19, 2012 meeting

Dan Faustina
Kareen Knowles
Grant Raeside
Jerry Thorne
Carrie Williams

Explanation

Out of town
Out of town at conference
Maternity leave

Absent from September 20, 2012 meeting

Dan Faustina
Pam Hardy
Scott Raty
Glen Sparks

Explanation

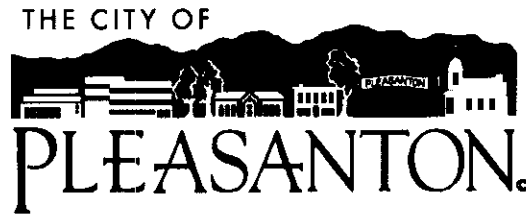
Extended leave
Work conflict
Work conflict

Absent from November 15, 2012 meeting

Dan Faustina
Pam Hardy
Scott Raty
Jerry Thorne

Explanation

Extended leave
Out of town at conference



MEMORANDUM

Date: January 22, 2013

To: Nelson Fialho, City Manager

From: Julie Farnsworth, Director of Library Services

Subject: **LIBRARY COMMISSIONERS' ATTENDANCE RECORD
July 2012 through December 2012**

During the second half of 2012, the Library Commission held four meetings on September 13, October 11, November 8, and December 13. The following commissioners were absent:

Absent from September 13 meeting:

Corri Cooper – Work conflict

Absent from October 11 meeting:

Denise Fournier – Out of state
Traci Cook – Out of state

Absent from November 8 meeting:

Corri Cooper – Work conflict

Absent from December 13 meeting:

Denise Fournier – Child care conflict



MEMORANDUM

Date: January 17, 2013
To: Nelson Fialho, City Manager
From: Scott Erickson, Housing Specialist
Subject: **Housing Commission Attendance Report, July – December 2012**

The attached table summarizes the attendance record of members of the City's Housing Commission during the six-month period from July through December 2012.

I hope that this provides the information you are seeking. If you have any questions concerning this report, please feel free to contact me via telephone (x5007) or e-mail.

c: Steven Bocian, Assistant City Manager
Karen Gonzales, Deputy City Clerk

Attachment

**HOUSING COMMISSION ATTENDANCE
JULY – DECEMBER 2012**

DATE / MTG. TYPE:				<u>7/19</u>	<u>8/16</u>	<u>9/27</u>	<u>10/18</u>	<u>11/15</u>	<u>12/20</u>
NAME / AFFILIATION / TERM EXP.:				Canc	Canc	Reg	Reg	Reg	Canc
Butler, Joseph	HC	Alt	4/30/2016			Y	Y	Y	
Casey, John	HC	Reg	9/30/2014			Y	Y	Y	
Lopez, Colleen	HC	Reg	4/30/2013			N	N	N	
Mermelstein, Daniel	HC	Reg	4/30/2016			Y	Y	Y	
Probert, Justin	HC	Reg	4/30/2015			Y	Y	Y	
Welsh, Ann	HC	Reg	4/30/2016			Y	Y	Y	

Notes:

- "Y" indicates attendance; "N" indicates absence; shaded fields indicate non-membership or cancelled meetings.
- "Reg" = Regular Meeting; "Spec" = Special Meeting; "Wks" = Workshop; "Canc" = Cancelled; "HC" = Housing Commission; "HA" = Housing Authority Board

Absence Explanations:

- The July, August, and December 2012 meetings were cancelled.
- Lopez missed the September, October, and November meetings for health reasons.



MEMORANDUM

Date: January 18, 2013
To: Nelson Fialho, City Manager
From: Brian Dolan, Director of Community Development *BD*
Subject: **PLANNING COMMISSIONERS' ABSENCES**
July 11, 2012 – December 31, 2012

During the second half of 2012, the Planning Commission held their meetings on July 11 and 25; August 8 and 22; September 12; October 10 and 24; November 14 and 28; and December 12. While the Commission members usually notify me of their intended absence, I understand that there is no distinction between "excused" and "unexcused" Non-attendance at one or more meeting requires an explanation from the Commission member. Where I know the reason for the absence, I have indicated so.

Absent from July 11, 2012 meeting

Gregory O'Connor
Jerry Pentin

Explanation

Prior Commitment
Work Conflict

Absent from October 24, 2012 meeting

Phil Blank

Explanation

Family Commitment

Note: Jerry Pentin resigned from the Planning Commission after he was elected to the City Council.