

Meeting Date: 08/20/2013

Report Type: Discussion

**Personnel and Public
Employees Committee
Report**

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Review applications and make nominations for the Parks and Recreation Commission

Location: Citywide

Issue: After conducting interviews for open board and commission seats, the Personnel and Public Employees Committee reviews applications and forwards nominations to the Mayor for appointment.

Recommendation: 1) Review and discuss applications and 2) pass a motion to nominate, and forward to the Mayor for appointment, one nominee to category C on the Parks and Recreation Commission.

Contact: Holly Charléty, Senior Deputy City Clerk, (916) 808-7605, Office of the City Clerk; Lori Harder, Support Services Manager, (916) 808-5172, Department of Parks and Recreation

Presenter: None

Department: Office of the City Clerk

Dept ID: 04001011

Attachments:

- 01 Description/Analysis
- 02 Background
- 03 Board/Commission Synopsis
- 04 Interview Summaries and Applications
- 05 Attendance Report

Submitted By: Katia Ligaiviu
Adobe
Signature: *Katia Ligaiviu*

Approved By: Wendy Klock-Johnson
Adobe
Signature: *wkjmsk*

Attachment 01 – Description/Analysis

Issue: After conducting interviews for open board and commission seats, the Personnel & Public Employees Committee reviews applications and forwards nominations to the Mayor for appointment.

Policy Considerations: None

Economic Impacts: None

Environmental Considerations: None

Sustainability: None

Commission/Committee Action: None

Rationale for Recommendation: The Personnel & Public Employees Committee conducts interviews for available positions on City advisory boards and commissions to identify the most qualified candidate(s). Subsequent to conducting interviews, the Committee reviews applications and forwards nominations to the Mayor for appointment. As interviews have been conducted, the recommendation is to 1) review and discuss applications and 2) pass a motion to nominate, and forward to the Mayor for appointment, one nominee to category C on the Parks and Recreation Commission.

Financial Considerations: None

Emerging Small Business Development (ESBD): None

Attachment 02 – Background

Interviews for the following vacancies were conducted at the Personnel & Public Employees Committee meeting held on July 16, 2013.

VACANCY INFORMATION

Category Description	Residency	Incumbent
Category C – City Resident nominated by the Personnel & Public Employees Committee	Required	David O’Toole (applied)

INCUMBENT INFORMATION

David J O’Toole is the incumbent for category C. He is serving his first term, is eligible and has applied for re-appointment. The following is a brief history of compliance with requirements of his position on the board.

Requirement	Status	Comments
Ethics Training:	Current	
Conflict of Interest:	Current	2 filings, both on time
Attendance:	7 meetings held	1 excused , 0 unexcused

SUMMARY OF APPLICANTS

Applicant Name	Category	District	Interview Status
David O’Toole (Incumbent)	C	4	Interviewed on 7/16/13
David Ruff	C	1	Interviewed on 7/16/13

PARKS AND RECREATION COMMISSION

Membership: Eleven (11) members as follows:

- A. Eight (8) city residents, one (1) nominated by each Councilmember
- B. One (1) city resident nominated by the Mayor
- C. Two (2) city residents nominated by the Personnel & Public Employees Committee

Appointing

Authority: Appointed by the Mayor and confirmed by the City Council.

Powers & Duties: The powers and duties of the commission shall be as follows: To provide recommendations and advice to the City Council and the Department of Parks and Recreation on policies, projects, and other matters pertaining to parks, recreation, trees, and human services affecting the City of Sacramento referred to the Commission by the City Council, the Director of Parks and Recreation, the community or members of the Commission. 1. To review and provide recommendations on the development and implementation of the parks & recreation master plan as an element of the city's general plan; 2. To conduct public hearings and review complaints and other matters pertaining to parks and recreation issues, as requested by the director of parks and recreation or the city council; 3. To conduct an annual workshop to review the department's annual operating budget and capital improvement plan; 4. To hear appeals from decisions of the director of transportation relating to tree maintenance and removal pursuant to Sections 12.56.120 and 12.64.060 of this code; 5. To meet with neighborhood associations and park user groups to discuss parks and recreation issues and needs; and 6. To encourage individuals, business, and citizens groups to contribute funds, property and/or volunteer services for the development and operation of parks and recreation facilities

Meeting Info: Meetings shall be held monthly and not less than eight (8) times a year. Historic City Hall, 915 I Street, 2nd Floor, on the first Thursday at 7:00 p.m.

Compensation: \$50.00 per meeting attended, not to exceed \$250.00 per month.

Term: Four (4) year term. Two term limit applies.

Residency: City residency is required.

Formation Authority: City Code Section 2.62
http://www.qcode.us/codes/sacramento/view.php?topic=2-2_62&showAll=1&frames=on

Managing Department: Parks and Recreation Department
915 I Street, 3rd Floor - NCH
Sacramento, CA 95814
Telephone: (916) 808-5172

Contact(s): Lori Harder, Support Services Manager; LHarder@cityofsacramento.org; (916) 808-5172

Website: None.

Filings: Statement of Economic Interests Form – Required. File with Sacramento City Clerk (916) 808-7200
Local Ethics Training Certification – Required. File with Sacramento City Clerk (916) 808-7200

P&PE Interviews

held on July 16, 2013

Applicant Name:	David O'Toole	
Applying for:		
<u>Sacramento Parks & Recreation Commission</u>		
Incumbent?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
<ul style="list-style-type: none">• Has served on the Commission for 1.5 years• Is a parent to 4 kids• Has a background in fiscal stewardship and currently works with the Department of Finance at the State• Led his neighborhood association in Land Park		



City of Sacramento

Application for Appointment to Boards/Commissions and Committees

INSTRUCTIONS: Provide all information requested. Attachments must be single sided on 8.5 x 11 paper. If you will be representing an organization, you must include a letter from the organization recommending you as their representative. Note: All information provided on this form is a public record. **Return this completed application form to:** Office of the City Clerk, Historic City Hall, 915 I Street, Rm. 116, Sacramento, CA 95814. Tel: (916) 808-7200.

IMPORTANT: Letters of recommendation are optional. If you choose to include a letter it must be submitted as part of this application. Letters will not be accepted after your application is filed with the City Clerk's Office.

BOARD / COMMISSION OR COMMITTEE NAME: Parks and Recreation Commission

CATEGORY FOR WHICH YOU ARE APPLYING: City Resident Nominated by PP&E C
Description (if applicable) Category Letter

- Name of Company/Organization Being Represented (if applicable): _____
 Company/Organization Authorization Letter Attached (if applicable to qualifications of category)

Applicant Name: O'Toole Dave J E-Mail: _____
Last First Middle

Home Address: Cabana Way Sacramento CA 95822
Street # Street Name City State Zip

Mailing Address (if different than home address): _____
Street # Street Name City State Zip

Resident of City Council District No: Four (4) Business in Council District No: _____
Required If Applicable

Home Telephone: 916 Business Telephone: 916/

Please state the reason you would like to be a member of this board/commission (or attach):

SEEKING REAPPOINTMENT:
(Please see attached statement)

Are you currently, or have you in the past, served on an advisory group? Yes No If yes, state the name of the group and how that service supports your application (or attach).

Current member of of Parks and Recreation Commission, past member 65th Street RAC

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for this advisory group? Yes No If yes, please explain:

BACKGROUND INFORMATION

You may also attach a resume reflecting experience, community activities or other qualifications not listed below that would be helpful to the Council in evaluating your application.

EDUCATION:

Please see attached resume

WORK EXPERIENCE: List names, addresses and dates of employment for the last five (5) years. Attach additional sheets of paper if needed.

CURRENT EMPLOYER:

FROM DATE: May 2012 EMPLOYER NAME: California Department of Corporations
TO DATE: Present ADDRESS: K Street Sacramento CA
Street # Street Name City State

DUTIES: Chief Deputy Commissioner - Please see attached resume

PRIOR EMPLOYER(S):

FROM DATE: March 2007 EMPLOYER NAME: California State Controller's Office
TO DATE: April 2012 ADDRESS: Capitol Mall Sacramento CA
Street # Street Name City State

DUTIES: Policy Director - Please see resume

FROM DATE: January 2004 EMPLOYER NAME: California Senate Budget Committee
TO DATE: March 2007 ADDRESS: State Capitol Sacramento CA
Street # Street Name City State

DUTIES: Consultant - Please see resume

FROM DATE: August 2001 EMPLOYER NAME: California Department of Finance
TO DATE: December 2003 ADDRESS: 815 L Street Sacramento CA
Street # Street Name City State

DUTIES: Finance Analyst - Please see resume

BUSINESS ENTERPRISES: List business name including fictitious name and address of any business enterprises currently or previously owned or operated.

FROM DATE: BUSINESS NAME: _____
TO DATE: ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED:

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

Dave O'Toole
APPLICANT NAME

FROM DATE: BUSINESS NAME: _____

TO DATE: ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED: _____

FELONY CONVICTIONS: A felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction:

CIVIL ACTIONS: List each civil action, if any, in which punitive or exemplary damages have been assessed against you, indicating in each instance the date of the trial, court judgment and the location of the court which rendered the judgment:

I DECLARE, UNDER PENALTY OF PERJURY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

Signature: /s/ [Signature]
Type Name if Returning Via E-Mail or Print, Sign and Mail

Date: 06-09-2013

DISCLOSURE AND REGULATORY REQUIREMENTS

City Code Section 2.40.060: Conflict of Interest Disclosure - If a Statement of Economic Interests Form 700 is required for this position (see announcement), the form must be filed with the Office of the City Clerk prior to beginning service. The City Clerk will provide appointees with the filing form and instructions. Official status to serve will be delayed until the form is filed with the Office of the City Clerk.

City Code Section 2.40.010: Attendance - Board/commission members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member? Yes No

City Resolution 2007-653: Mandatory Ethics Training - Board/commission members are required to satisfy the local ethics training requirement mandated by Government Code Sections 53234 et seq. and may be removed if proof of attendance is not filed with the Office of the City Clerk within 60 days of appointment. Appointees will be provided with an on-line training resource. If appointed, will you be able to complete the training within 60 days? Yes No

ACCOMMODATION INFORMATION

PLEASE IDENTIFY ANY SPECIALIZED ACCOMMODATIONS NEEDED FOR EQUAL PARTICIPATION:

1. Please state the reason you would like to be a member of the Sacramento Parks and Recreation Commission

I received my current citywide appointment in April of this year and, after the term of that appointment was adjusted to accommodate staggering appointments, seek appointment again.

As a parent, neighborhood advocate, and proud Sacramentan, I am committed to creating a more vibrant, prosperous, and livable Sacramento for many years to come. In my nine months of service on the Parks and Recreation Commission, I have enjoyed serving with like-minded colleagues who share the same commitment and mission to protect and improve our park amenities.

As a Parks and Recreation commissioner I have sought to balance the welcome input of District 4 neighbors and advocates with the overall benefits to the city's public greenspace. For example, I sought and was appointed to serve on a subcommittee tasked to overhaul the city's aging and highly-contentious tree removal ordinance—the guidance for the Committee's most difficult and disputed decisions.

As a member and chair of the 65th Street Redevelopment Advisory Commission overseeing a 654-acre project area, I sought to ensure that the parks, businesses, homes, and overall design of the project supported the character and aspirations of the surrounding neighborhoods. As past president of the Land Park Community Association and past president of the River Park Neighborhood Association, I have been closely involved with improving and preserving park amenities during challenging fiscal times.

I am confident that my experience and commitment will be a highly valued asset for the work of the Sacramento Parks and Recreation Commission. My most pertinent background includes:

- **As president of the Land Park Community Association** I led the association representing 8000 households and sought to improve neighbors' input into issues affecting Sacramento's largest and most heavily used urban park, William Land Park. These issues included planning for the updating and growth of the Sacramento Zoo and promoting the maintenance needs of the park when park staff were reduced.
- **As president of the River Park Neighborhood Association** I identified and advanced the interests of the community with Glenn Hall Park among internal and external stakeholders. Working closely with Parks staff and my council representative, I saw that amenities were added to Glenn Hall Park and pool and secured thousands of dollars in donations to keep the pool open during summer months.
- **As member and then elected chair of the 65th Street Redevelopment Advisory Commission** I carefully evaluated and assisted my board in discerning the the design and

social benefits of parks projects in that 654-acre project area, ensuring the values of the community were represented in our decisions.

- **I am a graduate of all three of the City's three citizen academies and have developed a sound understanding of the processes, challenges, and successes of the City's operations.** I am a graduate of the first City Planning Academy class, a course that allowed participants to interact with the planning decision-makers in the city—including parks managers and planners—and learn the various perspectives of infill development. In the City Management Academy, I met and questioned Sacramento municipal leaders as a means to understanding the operation of the city and how to implement change as a citizen leader.

DAVE O'TOOLE

Cabana Way ~ Sacramento, Ca. 95822 ♦

SUMMARY

Executive-level manager with extensive background and achievements in overseeing all operations of a governmental department, including fiscal policy, information technology, long-range planning, administration, project and personnel management, training, and legislation.

PROFESSIONAL EXPERIENCE

Chief Deputy Commissioner: California Department of Corporations (May 2012 to Present)
Oversee day-to-day operations of a 300-person state department responsible for regulating the state's non-depository financial institutions, including investment advisors, finance lenders, mortgage brokers, and payday lenders.

Director of Policy: California State Controller (March 2007 to Present)
Identify and advocate for the fiscal and policy goals of California's Chief Fiscal Officer through the legislature, statewide commissions, and audits of local agencies.

Consultant: State Senate Budget and Fiscal Review Committee (January 2004 – March 2007)
Conducted departmental program review and advised senators on billions in statewide fiscal decisions.

Finance Analyst: California Department of Finance (August 2001 – January 2004)
Developed and analyzed programs for the \$10 billion Department of Transportation annual budget.

Damage Control and Ordnance Officer: U.S. Navy (March 1996 – August 1999)
Exercised a broad scope of authority to administer and supervise divisions of 25 or more specialists in complex and costly damage control and weapon systems.

EDUCATION & TRAINING

Georgetown University Public Policy Institute: Master of Public Policy, with emphasis in public management of public agencies. (2001)

Public Management Internships: During four-month assignments while in graduate school, researched, presented findings, and wrote articles for trade publications and members of Congress on federal economic, fiscal, employment, and social policy. (1999-2001)

Sacramento City Management, Planning, and Citizen Academies: Three ten-week courses on municipal management and operations, planning processes, and public safety. (2009)

Boston College: Bachelor of Arts degrees in philosophy and history. (1994)

COMMUNITY LEADERSHIP

- Commissioner, Sacramento Parks and Recreation Commission(2012-Present)
- Board member, Sacramento City School District Bond Oversight Committee(2012-Present)
- President, Land Park Community Association. (2010-2011)
- Chair, 65th Street Redevelopment Advisory Committee. (2007-2009)
- President, River Park Neighborhood Association. (2007-2008)

P&PE Interviews *held on: July 16, 2013*

Applicant Name:	David Ruff
Applying for:	
<u>Sacramento Parks & Recreation Commission</u>	
Incumbent?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<ul style="list-style-type: none">• Desires to be of service to city and wants to build on the legacy of parks• Lives adjacent to the North Natomas Regional Park• Has a background in policy, is a lawyer by trade and currently works as a principal	





City of Sacramento

Application for Appointment to Boards/Commissions and Committees

INSTRUCTIONS: Provide all information requested. Attachments must be single sided on 8.5 x 11 paper. If you will be representing an organization, you must include a letter from the organization recommending you as their representative. Note: All information provided on this form is a public record. **Return this completed application form to:** Office of the City Clerk, Historic City Hall, 915 I Street, Rm. 116, Sacramento, CA 95814. Tel: (916) 808-7200.

IMPORTANT: Letters of recommendation are **optional**. If you choose to include a letter it must be submitted as part of this application. Letters will not be accepted after your application is filed with the City Clerk's Office.

BOARD / COMMISSION OR COMMITTEE NAME: Parks and Recreation Commission

CATEGORY FOR WHICH YOU ARE APPLYING: City resident B/C
Description (if applicable) Category Letter

- Name of Company/Organization Being Represented (if applicable): _____
 Company/Organization Authorization Letter Attached (if applicable to qualifications of category)

Applicant Name: Ruff David **E-Mail:** _____
Last First Middle

Home Address: Holden Court Sacramento CA 95835
Street # Street Name City State Zip

Mailing Address (if different than home address): _____
Street # Street Name City State Zip

Resident of City Council District No: One (1) **Business in Council District No:** _____
Required If Applicable

Home Telephone: (916) **Business Telephone:** (916)

Please state the reason you would like to be a member of this board/commission (or attach):

The Trust for Public Land recently ranked Sacramento's public parks system as the third best in the nation. I would like to see Sacramento maintain, and build upon, this legacy of excellence. Our parks are a precious public resource. They afford city residents of all backgrounds an opportunity to gather and decompress. They also help to create an important sense of community. Finally, I would like to serve on the Commission to oversee the continued build-out of the Natomas Regional Community Park adjacent to my home.

Are you currently, or have you in the past, served on an advisory group? Yes No If yes, state the name of the group and how that service supports your application (or attach).

I served as Chair of the Natomas Community Planning Advisory Council for 4 years.

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for this advisory group? Yes No If yes, please explain:

BACKGROUND INFORMATION

You may also attach a resume reflecting experience, community activities or other qualifications not listed below that would be helpful to the Council in evaluating your application.

EDUCATION:

B.A. in Political Science, summa cum laude, University of California, Davis (1999)
J.D., University of California, Berkeley (2002)

WORK EXPERIENCE: List names, addresses and dates of employment for the last five (5) years. Attach additional sheets of paper if needed.

CURRENT EMPLOYER:

FROM DATE: 3/07 EMPLOYER NAME: California State Assembly
TO DATE: Present ADDRESS: Street Sacramento CA
Street # Street Name City State

DUTIES: Principal Consultant to the Assembly Committee on Revenue and Taxation, where I analyze legislation.

PRIOR EMPLOYER(S):

FROM DATE: 4/03 EMPLOYER NAME: McDonough Holland & Allen PC
TO DATE: 3/07 ADDRESS: Capitol Mall Sacramento CA
Street # Street Name City State

DUTIES: Associate Attorney in the Construction and Surety Practice Group

FROM DATE: 12/02 EMPLOYER NAME: Marin County
TO DATE: 4/03 ADDRESS: 3501 Civic Center Drive San Rafael CA
Street # Street Name City State

DUTIES: Special Deputy District Attorney in the Law and Motion Department

FROM DATE: EMPLOYER NAME:
TO DATE: ADDRESS: Street # Street Name City State

DUTIES:

BUSINESS ENTERPRISES: List business name including fictitious name and address of any business enterprises currently or previously owned or operated.

FROM DATE: BUSINESS NAME:
TO DATE: ADDRESS: Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED:

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

David Ruff

APPLICANT NAME

FROM DATE: _____ BUSINESS NAME: _____

TO DATE: _____ ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED: _____

FELONY CONVICTIONS: A felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction:

No.

CIVIL ACTIONS: List each civil action, if any, in which punitive or exemplary damages have been assessed against you, indicating in each instance the date of the trial, court judgment and the location of the court which rendered the judgment:

N/A

I DECLARE, UNDER PENALTY OF PERJURY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

Signature: /s/ David Ruff
Type Name if Returning Via E-Mail or Print, Sign and Mail

Date: 06-13-2013

DISCLOSURE AND REGULATORY REQUIREMENTS

City Code Section 2.40.060: Conflict of Interest Disclosure - If a Statement of Economic Interests Form 700 is required for this position (see announcement), the form must be filed with the Office of the City Clerk prior to beginning service. The City Clerk will provide appointees with the filing form and instructions. Official status to serve will be delayed until the form is filed with the Office of the City Clerk.

City Code Section 2.40.010: Attendance - Board/commission members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member? Yes No

City Resolution 2007-653: Mandatory Ethics Training - Board/commission members are required to satisfy the local ethics training requirement mandated by Government Code Sections 53234 et seq. and may be removed if proof of attendance is not filed with the Office of the City Clerk within 60 days of appointment. Appointees will be provided with an on-line training resource. If appointed, will you be able to complete the training within 60 days? Yes No

ACCOMMODATION INFORMATION

PLEASE IDENTIFY ANY SPECIALIZED ACCOMMODATIONS NEEDED FOR EQUAL PARTICIPATION:
