



# Memorandum

**TO:** POLICE AND FIRE CITY EMPLOYEES'  
RETIREMENT SYSTEM BOARD

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT:** POLICE AND FIRE DEPARTMENT  
RETIREMENT PLAN BOARD OF  
ADMINISTRATION PUBLIC  
MEMBER INTERVIEW &  
RECOMMENDATION

**DATE:** April 26, 2023

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## **RECOMMENDATION**

Interview applicants and recommend to the City Council one (1) public member for appointment to the Board of Administration for the Police and Fire Department Retirement Plan.

## **BACKGROUND**

The Board of Administration for the Police and Fire Department Retirement Plan consists of nine members: five members of the public appointed by the City Council, one Police Department employee, one Fire Department employee, one Police Department retiree, and one Fire Department retiree.

According to San José Municipal Code Section 2.08.1240, one public member of the Police and Fire Department Retirement Plan Board of Administration shall be recommended by the Board of the Plan:

- B. One of the public members of the board shall be appointed by the city council only after the candidates for such seat have been interviewed by the then existing board and a recommendation for appointment has been made by the board to the council.*
- 1. If a majority of the board recommends one candidate, only that candidate will be forwarded to the city council for consideration.*
  - 2. If a majority of the board does not recommend one candidate, the top two candidates will be forwarded to the city council for consideration.*
  - 3. The first public member to be appointed pursuant to this Section 2.08.1240B. will not be appointed until the three other public members' seats have been filled by council and all other seats on the board have been filled by council. Thereafter, any vacancy in the seat held by such public member shall always be filled pursuant to this Section 2.08.1240B.*

There is currently one (1) upcoming vacancy on the Board of Administration for the Police and Fire Department Retirement Plan: public member Andrew Lanza's term expires on April 30, 2023, and is eligible for reappointment. This position was appointed by the Board of Administration pursuant to Section

HONORABLE MAYOR AND CITY COUNCIL

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2.08.1240B in 2015, and continues as such.

### **ANALYSIS**

There is one applicant to the vacant public member position on the Board of Administration for the Police and Fire Department Retirement Plan:

- **Andrew (Drew) Lanza, *incumbent***

After the interview, the Board may make one (1) recommendation to be transmitted to the City Council for appointment to the Board of Administration for the Police and Fire Department Retirement Plan.

Candidate applications and any supporting documentation are attached to this memorandum.

/s/  
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TONI J. TABER, CMC  
City Clerk

For questions, please contact Toni J. Taber, City Clerk, at (408) 535-1260.