



# City of Sunnyvale

## Meeting Minutes Heritage Preservation Commission

---

Wednesday, December 6, 2023

7:00 PM

Online and Bay Conference Room (Room  
145), City Hall, 456 W. Olive Ave.,  
Sunnyvale, CA 94086

---

### Regular Meeting - 7 PM

### Public Participation

### Accessibility/Americans with Disabilities Act (ADA) Notice

#### **CALL TO ORDER**

Chair Johnson called the meeting to order at 7:00 PM and also welcomed Commissioner Garrett.

#### **SALUTE TO THE FLAG**

Chair Johnson led the salute to the flag.

#### **ROLL CALL**

**Present:** 5 - Chair Sue-Ellen Johnson  
Vice Chair Sarosh Patel  
Commissioner William Garrett  
Commissioner Ashmita Rajkumar  
Commissioner Pamela Sharma

**Absent:** 2 - Commissioner Steve Caroompas  
Commissioner Aaron Sofaer

#### **ORAL COMMUNICATIONS**

None.

#### **CONSENT CALENDAR**

1. [23-1112](#) Approve the Draft Heritage Preservation Commission Meeting Minutes of September 6, 2023

MOTION:

Commissioner Sharma moved and Commissioner Patel seconded to approve the Draft Heritage Preservation Commission Meeting Minutes of September 6, 2023, as

submitted.

Motion carried by the following vote; however it was unclear if this met a quorum.  
Staff decided to continue the item to the next regular meeting:

**Yes:** 3 - Chair Johnson  
Vice Chair Patel  
Commissioner Sharma

**No:** 0

**Absent:** 2 - Commissioner Caroompas  
Commissioner Sofaer

**Abstain:** 2 - Commissioner Garrett  
Commissioner Rajkumar

### **PUBLIC HEARINGS/GENERAL BUSINESS**

2.        **23-1111**        Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

MOTION:

Commissioner Garret moved and Commissioner Rajkumar seconded to acknowledge that the Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials were reviewed.

The motion carried by the following vote:

**Yes:** 5 - Chair Johnson  
Vice Chair Patel  
Commissioner Garrett  
Commissioner Rajkumar  
Commissioner Sharma

**No:** 0

**Absent:** 2 - Commissioner Caroompas  
Commissioner Sofaer

3.        [23-1113](#)        Approve the Draft Heritage Preservation Commission 2024 Master Work Plan.

Senior Planner Momoko Ishijima presented the Draft Heritage Preservation Commission 2024 Master Work Plan and discussed the Work Plan with Principal Planner George Schroeder. She noted meeting dates and relevant study issues that are tentatively scheduled. She also discussed that any applications for Heritage Preservation Commission review will be scheduled accordingly to these meeting dates. She then went through the Work Plan with the Commission.

**MOTION:**

Vice Chair Patel moved and Commissioner Garrett seconded to approved the Draft Heritage Preservation Commission 2024 Master Work Plan.

The motion carried by the following vote:

**Yes: 5 -** Chair Johnson  
Vice Chair Patel  
Commissioner Garrett  
Commissioner Rajkumar  
Commissioner Sharma

**No: 0**

**Absent: 2 -** Commissioner Caroompas  
Commissioner Sofaer

**STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

None.

**NON-AGENDA ITEMS & COMMENTS**

**-Commissioner Comments**

Commissioner Patel welcomed Councilmember Srinivasan as the Council Liaison to the Commission and thanked Mr. Schroeder for his guidance for the past years as the Staff Liaison to this Commission.

Mr. Schroeder welcomed Ms. Ishijima as the new Staff Liaison to the Commission.

**INFORMATION ONLY REPORTS/ITEMS**

None.

**ADJOURNMENT**

Chair Johnson adjourned the meeting at 7:29 PM.