

**CITY OF SUNNYVALE
OFFICE OF THE CITY MANAGER
OFFICE OF THE CITY CLERK**

DATE: August 25, 2025

TO: Honorable Mayor and Councilmembers

CC: Tim Kirby, City Manager
Sarah Johnson-Rios, Assistant City Manager
Rebecca Moon, City Attorney

FROM: David Carnahan, City Clerk

SUBJECT: Additional Housing and Human Services Commission Seat Declared Vacant

In addition to Leesa Riviere, James (Jim) Davis has exceeded the percentage of unexcused absences from regular Housing and Human Services Commission meetings over the last twelve months. Davis' reported attendance included two unexcused absences out of the seven regular Housing and Human Services Commission meetings (29%) held June 2024 through July 2025.

Council Policy 7.2.19 Boards and Commissions, Section 2, Subdivision G states that when a Board or Commission Member's unexcused absence percentage over a 12-month period exceeds 25%, the City Clerk shall declare the seat vacant. The City Clerk declared this seat vacant on August 25, 2025. This declaration of vacancy may be appealed to the City Council.

Should Davis file an appeal of this decision, the appeal will be scheduled for City Council to consider during a future Council meeting.