



City of Sunnyvale

Agenda Item-No Attachments (PDF)

File #: 18-0642, Version: 1

REPORT TO COUNCIL

SUBJECT

Board/Commission Resignations (Information Only)

DISCUSSION

This report is to inform the Council of the following resignations from City commissions: Melanie Holthaus, who was appointed to the Heritage Preservation Commission on February 28, 2017 and serving a term to expire June 30, 2020, resigned from the commission, effective June 18, 2018. Catherine Barry, who was appointed to the Bicycle and Pedestrian Advisory Commission on July 1, 2017 and serving a term to expire June 30, 2020, resigned from the commission, effective June 28, 2018.

Letters of resignation have been filed with the Office of the City Clerk.

The Heritage Preservation Commission and Bicycle and Pedestrian Advisory Commission vacancies will be included in the upcoming recruitment process for appointments.

EXISTING POLICY

Administrative Policy, Chapter 1, General Management, Article 15, Section 2, Subdivision 8 states that when a resignation letter is received, staff shall prepare an Information Only Report to Council that indicates the resignation(s) and specifies the process staff recommends to fill the new vacancy.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

Prepared by: Kathleen Franco Simmons, City Clerk
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager