

**Council Meeting: April 29, 2008****SUBJECT: Boards and Commissions Quarterly Attendance (Winter 2008)  
Information Only****REPORT IN BRIEF**

A total of 48 hours of meetings were held by ten boards and commissions from Spring 2007 through Winter 2008. The attached attendance reports (Attachment A) identify board and commission members with substandard attendance, pursuant to either Sunnyvale Charter Section 1005 or Council Policy 7.2.19.

**BACKGROUND**

The quarters covered in this report are as follows:

Spring 2007	April 1 – June 30, 2007
Summer 2007	July 1 – September 30, 2007
Fall 2007	October 1 – December 31, 2007
Winter 2008	January 1 – March 31, 2008

**EXISTING POLICY**

Council Policy 7.2.19 identifies attendance concerns as a member attending “less than 75 percent (regardless of whether excused or unexcused) of the regularly scheduled meetings OR two consecutive unexcused absences in 12 months”. This policy further states that if attendance issues are identified, the Mayor may send a letter requesting improved attendance (with a reminder of the City’s attendance requirements).

Section 1005 of the Charter states that if a member of a board or commission has three consecutive unexcused absences from regularly scheduled meetings, the Council will declare the member’s seat vacant.

**DISCUSSION**

During the period covered in this report, the following attendance concerns are brought to Council’s attention:

Those with attendance of less than 75 percent (regardless of whether excused or unexcused) of the regularly scheduled meetings are:

<u>Name</u>	<u>Board/Commission</u>	<u>Percentage of Attendance</u>
Andrea Stawicke	Bicycle and Pedestrian Advisory Commission	67%
Jacqueline Sell	Child Care Advisory Board	60%
Nirmala Vaidyanathan	Heritage Preservation Commission	43%

Individual with two consecutive unexcused absences during this quarter:

<u>Name</u>	<u>Board/Commission</u>
None.	

Pursuant to Council Policy 7.2.19, the Office of the City Clerk will prepare draft letters (for the mayor's consideration) addressed to those referenced above.

**FISCAL IMPACT**

There is no fiscal impact as a result of this report.

**PUBLIC CONTACT**

Public contact was made through posting of the Council agenda on the City's official notice bulletin board, posting of the agenda and report on the City's web page, publication of the Council agenda in the *San Jose Mercury News*, and the availability of the report at the Sunnyvale Library, Public Safety Lobby, Senior Center, Council Chambers Kiosk, Community Center and the Office of the City Clerk.

Reviewed by:

Robert Walker, Assistant City Manager  
Prepared by: Janice Clark, Deputy City Clerk

Approved by:

Amy Chan  
City Manager

**Attachment**

A      Compilation of Boards and Commission Attendance Reports  
(Spring 2007-Winter 2008)

**Quarterly Boards & Commissions Meeting Attendance Report  
Spring 2007 through Winter 2008  
(April 2007 through March 2008)**

Arts Commission	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 2			Mtgs. 3			Mtgs. 1			Mtgs.2			8			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Carney, Dixie	2	0	0	3	0	0	1	0	0	2	0	0	8	0	0	100%
Estrada, Amber***	***	***	***	***	***	***	***	***	***	2	0	0	2	0	0	100%
Harper, Wallace*	2	0	0	*	*	*	*	*	*	*	*	*	*	*	*	
Martin-Milius, Tara**	**	**	**	3	0	0	1	0	0	2	0	0	6	0	0	100%
Obrey, Robert	2	0	0	3	0	0	1	0	0	2	0	0	8	0	0	100%
Shinseki, Dennis (Jay)***	***	***	***	***	***	***	***	***	***	2	0	0	2	0	0	100%
Meeting Hours	1.45			1.17			1.10			1.25						

\*Resigned 2/2/07  
 \*\*Term began 7/01/07  
 \*\*\*Term began 12/11/07

Bicycle and Pedestrian Advisory Committee	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 3			Mtgs. 4			Mtgs. 2			Mtgs.3			12			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Durham, Ralph	3	0	0	3	1	0	1	1	0	3	0	0	10	2	0	83%
Grant, Patrick***	3	0	0	2	2	0	2	0	0	1	0	0	***	***	***	
Jackson, Kevin	3	0	0	4	0	0	2	0	0	3	0	0	12	0	0	100%
Manitakos, James	3	0	0	4	0	0	2	0	0	2	1	0	11	1	0	92%
Mayer, Thomas*	2	1	0	3	1	0	2	0	0	*	*	*	*	*	*	
Reece, Michael**	**	**	**	**	**	**	**	**	**	3	0	0	3	0	0	100%
Stawicke, Andrea	2	1	0	2	2	0	1	1	0	3	0	0	8	4	0	67%
Warner, Richard	2	1	0	4	0	0	2	0	0	2	1	0	10	2	0	83%
Meeting Hours	5.50			9.50			5.50			9.50						

\*Resigned 10/18/07  
 \*\*Term began 12/11/07  
 \*\*\*Resigned 2/28/08

**ATTACHMENT A**

Board of Building Code Appeals	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 0			Mtgs. 0			Mtgs. 0			Mtgs. 1			1			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Faravelli, Ted	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	100%
Kim, James*	*	*	*	*	*	*	*	*	*	1	0	0	1	0	0	100%
Pal, Nick	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	100%
Walz, Patrick	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	100%
Meeting Hours	0			0			0			1			0			

\*Term began 6/20/07

Board of Library Trustees	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 2			Mtgs. 3			Mtgs. 3			Mtgs. 3			11			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Griffith, James	2	0	0	3	0	0	3	0	0	3	0	0	11	0	0	100%
Lilly, John	1	1	0	2	1	0	3	0	0	3	0	0	9	2	0	82%
Meagher, Kathleen	1	1	0	3	0	0	3	0	0	2	1	0	9	2	0	82%
Pathak, Narendra	2	0	0	2	1	0	3	0	0	3	0	0	10	1	0	91%
Shinseki, Dennis*	2	0	0	*	*	*	*	*	*	*	*	*	*	*	*	
Su, Ray "Zhan" **	**	**	**	3	0	0	3	0	0	3	0	0	9	0	0	100%
Meeting Hours	2.50			3.50			2.80			4.50						

\*Appointed 12/13/06 & Term ended 6/30/07

\*\*Term began 7/1/07

Child Care Advisory Board	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 1			Mtgs. 1.			Mtgs.1			Mtgs. 2			5			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Bosco, Carrie**	**	**	**	1	0	0	1	0	0	2	0	0	4	0	0	100%
Carmack, Angela****	1	0	0	****	****	****	****	****	****	****	****	****	****	****	****	
Khazeni, Manijeh	1	0	0	1	0	0	1	0	0	1	1	0	4	1	0	80%
Ozdemir, Hilal*	1	0	0	*	*	*	*	*	*	*	*	*	*	*	*	
Sell, Jacqueline	1	0	0	0	1	0	1	0	0	1	1	0	3	2	0	60%
Shea, Maxine	1	0	0	0	1	0	1	0	0	2	0	0	4	1	0	80%
Smith, Mary***	***	***	***	1	0	0	1	0	0	2	0	0	4	0	0	100%
Stewart, Kimberly*****	1	0	0	1	0	0	0	0	1	0	0	2	*****	*****	*****	
Lisa Taiz	1	0	0	1	0	0	1	0	0	2	0	0	5	0	0	100%
Meeting Hours	2.00			1.30			2.00			3.30						

\*Term ended 6/30/07

\*\*Term began 7/1/07

\*\*\*Term began 5/15/07

\*\*\*\*Resigned 4/24/07

\*\*\*\*\*Resigned 3/27/08

Heritage Preservation Commission	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 1			Mtgs. 2			Mtgs. 1			Mtgs. 3			7			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Fussell, Betty	1	0	0	2	0	0	1	0	0	3	0	0	7	0	0	100%
Hopkins, Dawn	1	0	0	1	1	0	1	0	0	3	0	0	6	1	0	86%
Kausek, Rose	1	0	0	2	0	0	1	0	0	3	0	0	7	0	0	100%
McDonough, Nancy**	**	**	**	2	0	0	0	1	0	3	0	0	5	1	0	83%
Stanek, Jeanine	1	0	0	2	0	0	1	0	0	3	0	0	7	0	0	100%
Tafel, Sherri*	0	1	0	*	*	*	*	*	*	*	*	*	*	*	*	
Vaidyanathan, Nirmala	0	1	0	2	0	0	0	1	0	1	2	0	3	4	0	43%
Verma, Armit	1	0	0	1	1	0	1	0	0	3	0	0	6	1	0	86%
Meeting Hours	1.75			3.05			1.75			1.40						

\*Term ended 6/30/07

\*\*Term began 7/1/07

Housing and Human Services	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 1			Mtgs. 2			Mtgs. 1			Mtgs. 2			6			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Andersen, Ann	1	0	0	1	1	0	1	0	0	2	0	0	5	1	0	83%
Falk, Micki	1	0	0	2	0		1	0	0	2	0	0	6	0	0	100%
Johnson, Mark	1	0	0	2	0	0	1	0	0	2	0	0	6	0	0	100%
Josefsberg, Gal*	*	*	*	2	0	0	0	1	0	2	0	0	4	1	0	80%
Hubble, Jeremy***	***	***	***	***	***	***	***	***	***	2	0	0	2	0	0	100%
Keeler, Charles	1	0	0	2	0	0	1	0	0	2	0	0	6	0	0	100%
Meyering, Patrick	1	0	0	1	1	0	1	0	0	2	0	0	5	1	0	83%
Persyn, Timothy**	1	0	0	**	**	**	**	**	**	**	**	**	**	**	**	**
Plant, Patricia	1	0	0	2	0	0	1	0	0	2	0	0	6	0	0	100%
Tindle, Florence	1	0	0	2	0	0	0	1	0	2	0	0	5	1	0	83%
Meeting Hours	2.00			3.50			2.20			6.00						

\*Tern began 7/1/07

\*\*Term ended 6/30/07

\*\*\*Term began 12/11/07

Parks and Recreation Commission	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 2			Mtgs. 2			Mtgs. 3			Mtgs. 1			8			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Chuck, Howard	2	0	0	2	0	0	2	1	0	1	0	0	7	1	0	88%
Colvin, Jim*	*	*	*	2	0	0	3	0	0	1	0	0	6	0	0	100%
Harms, Robert	2	0	0	1	1	0	3	0	0	1	0	0	7	1	0	88%
Kinder, Robert	2	0	0	2	0	0	3	0	0	1	0	0	8	0	0	100%
Lawson, Robert**	2	0	0	**	**	**	**	**	**	**	**	**	**	**	**	**
Oliver, Richard	2	0	0	2	0	0	3	0	0	1	0	0	8	0	0	100%
Meeting Hours	4.25			1.21			4.20			1.40						

\*Appointed 7/1/07

\*\*Term ended 6/30/07

Personnel Board	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 1			Mtgs. 0			Mtgs. 1			Mtgs. 2			4			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Fryer, Branden**	**	**	**	**	**	**	1	0	0	2	0	0	3	0	0	100%
Gans, Werner	1	0	0	0	0	0	1	0	0	2	0	0	4	0	0	100%
Hendricks, Glenn**	**	**	**	**	**	**	1	0	0	2	0	0	3	0	0	100%
Nickey, Judith	1	0	0	0	0	0	1	0	0	2	0	0	4	0	0	100%
Saprai, Stephanie	0	0	1	0	0	0	1	0	0	2	0	0	3	0	1	75%
Cole, Jennifer*	1	0	0	*	*	*	*	*	*	*	*	*	*	*	*	
Meeting Hours	0.40			0.00			0.25			1.00						

\*Appointed 12/13/06/ Resigned 8/13/07

\*\*Appointed 9/27/07

Planning Commission	Spring 2007			Summer 2007			Fall 2007			Winter 2008			YTD			
	Mtgs. 5			Mtgs.6			Mtgs. 5			Mtgs. 6			22			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Babcock, Laura	5	0	0	6	0	0	4	1	0	6	0	0	21	1	0	95%
Chang, Bo**	**	**	**	6	0	0	5	0	0	5	1	0	16	1	0	94%
Ghaffary, Darab*	5	0	0	*	*	*	*	*	*	*	*	*	*	*	*	
Hungerford, Charles	5	0	0	6	0	0	5	0	0	6	0	0	22	0	0	100%
Klein, Larry	5	0	0	6	0	0	4	1	0	5	0	1	20	1	1	91%
Rowe, Harriet	3	2	0	6	0	0	4	1	0	6	0	0	19	3		86%
Simons, David	5	0	0	5	1	0	4	1	0	6	0	0	20	2	0	91%
Sulser, Brandon	5	0	0	6	0	0	5	0	0	6	0	0	22	0	0	100%
Meeting Hours	22.20			28.30			17.50			18.60						

\*Term ended 6/30/07

\*\*Term began 7/1/07