



Council Meeting: September 11, 2012

SUBJECT: Board/Commission Resignation (Information Only)

DISCUSSION

This report informs Council that Brandon Sulser, who was appointed to the Planning Commission July 1, 2009 and serving a second term to expire June 30, 2013, resigned from the commission effective August 31, 2012. A letter of resignation has been filed with the Office of the City Clerk.

With this resignation, the Planning Commission will have six members. There will be no impact on the ability to reach a quorum. There are currently three applications on file for the Planning Commission. Staff will proceed to recruit for this vacancy and will schedule interviews with Council accordingly.

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.

Reviewed by:

Robert Walker, Assistant City Manager
Prepared by: Kathleen Franco Simmons, City Clerk

Approved by:

Gary M. Luebbers
City Manager