

**Council Meeting: September 11, 2012****SUBJECT: Board and Commission Appointments****DISCUSSION**

There are currently 11 vacancies on the City's boards and commissions. Names of current applicants, the applicants' preferences, and terms of appointments are as follows:

Board of Building Code Appeals (5 vacancies)	Term
Sachihiko (Mike) Michitaka (1 st preference)	2 terms to 6/30/2016 2 terms to 6/30/2015 1 term to 6/30/2013
Bicycle and Pedestrian Advisory Commission (2 vacancies – Category 1)	Term
John Cordes (1 st preference) Kimberly Hubble (only preference) David Jones (only preference) Sachihiko (Mike) Michitaka (2 nd preference) Kyle Welch (only preference)	1 term to 6/30/2015 1 term to 6/30/2014
Board of Library Trustees (1 vacancy)	Term
Daniel Bremond (only preference)	1 term to 6/30/2016
Heritage Preservation Commission (1 vacancy)	Term
Sachihiko (Mike) Michitaka (3 rd preference) Suzanne Moshier (2 nd preference)	1 term to 6/30/2016
Housing and Human Services Commission (1 vacancy)	Term
Diana Gilbert (only preference)	1 term to 6/30/2013
Sustainability Commission (1 vacancy – Category 1)	Term
John Cordes (2 nd preference) Andy Frazer (only preference) Nancy Jackson (only preference) James Lauth (only preference)	1 term to 6/30/2013

Terms will be effective September 12, 2012. Following appointments, the staff liaison for each board and commission will provide a board-specific orientation and each new member is required to take the Oath of Office, sign the Model of Excellence, attend the Board and Commission Orientation hosted by the Office of the City Clerk, and complete ethics training. A ceremonial oath will be offered to all incoming members.

On May 15, 2012, Council amended Council Policy 7.2.19 to include a provision to select members for appointment to boards and commissions by either the individual candidate method or by the ranked-choice voting method, at the discretion of the Mayor on a commission-by-commission basis.

EXISTING POLICY

Council Policy 7.2.19, Boards and Commissions states:

Appointments of board and commission members shall be placed on the agenda at a City Council meeting.

The appointment process will be conducted according to one of the following two methods. In the event that one or more Councilmembers participate via teleconference, voting shall be done using individual candidate votes. Otherwise, the choice of methods is at the discretion of the Mayor on a commission-by-commission basis.

Individual Candidate Votes:

The Mayor will announce by board or commission each vacancy including its term, and then will read each applicant's name. Council will vote on each applicant. The candidate receiving the most affirmative votes and at least four affirmative votes will be appointed. Should no candidate receive at least four affirmative votes, the vacancy will remain. The process is repeated for each board or commission.

Ranked-Choice Paper Votes:

The Mayor will announce each board or commission in an order predetermined by the City Clerk to facilitate a speedy process and to accommodate applicants who specify multiple preferences. The City Clerk will distribute individual voting sheets to be completed by each Councilmember. A ranked vote shall count as an affirmative vote. The candidate receiving the highest ranking and at least four affirmative votes will be appointed. Should no candidate receive at least four affirmative votes, the vacancy will remain.

Resolving ties:

Should a tie between the candidates receiving the most affirmative votes occur, the affected applicants will be voted on again. If a tie still remains, and the affected applicants each have received at least four affirmative votes, the Mayor would ask the city attorney to draw the name of the person to be appointed.

If vacancies still exist after the appointment process is conducted, staff shall inform Council of alternative courses of action.

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 Web site.

ALTERNATIVES

1. Confirm appointments from the candidates listed in this report.
2. Provide other direction to staff on how to proceed.

RECOMMENDATION

Staff recommends Alternative 1: Confirm appointments from the candidates listed in this report.

Reviewed by:

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Approved by:

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City Manager