



**Council Meeting: December 3, 2013**

**SUBJECT: Board/Commission Resignation (Information Only)**

**DISCUSSION**

This report informs Council that Nirmala Vaidyanathan, who was appointed to a second term on the Heritage Preservation Commission on July 1, 2010 and serving a term to expire June 30, 2014, resigned from the commission effective November 20, 2013. A letter of resignation has been filed with the Office of the City Clerk.

With this resignation, the Heritage Preservation Commission will have five members. There will be no impact on the ability to reach a quorum. The vacancy has been included in the current recruitment process for February 2014 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 Web site.

Reviewed by:

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Approved by:

Gary M. Luebbers  
City Manager