REPORT TO MAYOR AND COUNCIL NO: 13-297

Council Meeting: December 10, 2013

SUBJECT: Board/Commission Resignation (Information Only)

DISCUSSION

This report informs Council that Glenn Hendricks, who was appointed to the Planning Commission on July 1, 2012 and serving a term to expire June 30, 2016, resigned from the commission effective December 2, 2013. 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. 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
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