



City of Santa Clara

1500 Warburton Avenue
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santaclaraca.gov
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Agenda Report

19-446

Agenda Date: 4/23/2019

REPORT TO COUNCIL

SUBJECT

Action on Historical and Landmarks Commission Vacancy

BACKGROUND

At the Special Council meeting on April 1, 2019 Nancy Biagini was interviewed and appointed to serve on the Planning Commission. On April 5, 2019 Nancy Biagini submitted her resignation letter (Attachment 1) from the Historical and Landmarks Commission.

Therefore, a vacancy has been created for a partial term ending June 30, 2021.

DISCUSSION

In accordance with Ordinance No. 912 (Attachment 2):

The Historical and Landmarks Commission shall consist of seven members, appointed by Council from the qualified electors of said City, none of whom shall hold any paid office or employment in the City government.

Due to the vacancy, staff recommends for the City Council to declare a vacancy, opening a recruitment and setting the application deadline for 5:00 PM, May 24, 2019. Once the number of applicants is known, an interview date with the Council will be determined and all applicants will be notified.

Advertising of the vacancy will be communicated via the City's website, social media outlets and the City Manager's blog. The City Clerk's Office will also notify current and previous commissioners, committee and board members, as well as those on the interest list.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQQ guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no additional cost to the City other than administrative staff time and expense.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website

and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Declare a partial term vacancy ending June 30, 2021.
2. Set May 24, 2019 by 5:00 PM as the deadline to submit applications to the City Clerk's Office.

Reviewed by: Nora Pimentel, Assistant City Clerk

Approved by: Deanna Santana, City Manager

ATTACHMENTS

1. Resignation Letter
2. Ordinance No. 912