



City of Santa Clara

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Agenda Report

19-955

Agenda Date: 8/27/2019

REPORT TO COUNCIL

SUBJECT

Action on Declaring a Vacancy on the Board of Library Trustees to Fill a Partial Term Ending June 30, 2021

BACKGROUND

On August 12, 2019 Trustee David Kyo submitted his resignation from the Board of Library Trustees (Attachment 1). Mr. Kyo was appointed to the Board of Library Trustees on October 25, 2016 and was reappointed on April 4, 2017.

Due to the resignation, one vacancy now exists on the Board for a partial term ending June 30, 2021.

DISCUSSION

Staff recommends setting the applications deadline for September 20, 2019 by 5:00 PM. Based on the number of applications received, an interview date will be set for a future Council meeting and applicants will be notified.

Advertising of the vacancy will be communicated via the City's website, social media and the City Manager's blog. The City Clerk's Office will also notify current commissioners, 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 CEQA 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

Additional 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 clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Accept resignation and declare a vacancy on the Board of Library Trustees;
2. Set September 20, 2019 as the application deadline; and

3. Set the Interviews for a future Council meeting, to fill the partial term ending June 30, 2021.

Reviewed by: Nora Pimentel, Assistant City Clerk

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Resignation Email