



# Memorandum

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**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT: BOARDS AND COMMISSIONS  
APPOINTMENT**

**DATE:** August 18, 2022

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## **RECOMMENDATION**

Approve the following Boards and Commissions appointment:

(a) Historic Landmarks Commission:

(1) Appoint Edward Janke for a term ending June 30, 2025

## **OUTCOME**

Appointment to the vacant seats on each of the Commissions will allow the commission to continue conducting business.

## **BACKGROUND**

Ordinance No. 30632 allows the Mayor to nominate for the Historic Landmarks Commission if the Council Appointment Advisory Commission is unable to meet, with Council making the final appointments. Per section 2.08.150 of the San José Municipal Code, a member may be appointed to serve a term of less than four years or a term of less than the number of years established by this chapter for the particular board or commission if the Council determines that it is in the best interest of the board or commission that a member serve a shorter term in order to provide for appropriate staggered terms to preserve a continuity of membership on the board or commission.

## **ANALYSIS**

The applications of all nominated candidates are attached. Memoranda from the Office of the City Attorney regarding their conflicts of interest is included. The applicants were also reviewed by Planning Building and Code Enforcement with no issues found. A supplemental memorandum will be posted should additional names be submitted for vacancy nominations.

### **EVALUATION AND FOLLOW-UP**

A duty of the Office of the City Clerk is to minimize vacancies on the Boards and Commissions.

### **PUBLIC OUTREACH**

The Office of the City Clerk created a graphic for use in council office newsletters and sent the graphic to all council offices for distribution in their district newsletters. The Planning Building and Code Enforcement Department also did an outreach announcing vacancies in the Commission. The memorandum has been posted on the City Clerk's website as part of the August 30, 2022 City Council Meeting Agenda.

### **COORDINATION**

This memorandum has been coordinated with the Office of the City Attorney.

### **CEQA**

Not a Project, File No. PP17-010, City Administrative Activities, resulting in no changes to the physical environment.



TONI J. TABER, CMC  
City Clerk

For questions, please contact Toni Taber, City Clerk, at (408) 535-1260.