



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Toni J. Taber, CMC
City Clerk

**SUBJECT: BOARDS AND COMMISSIONS
APPOINTMENTS**

DATE: November 8, 2019

RECOMMENDATION

Approve the following Boards and Commissions appointments:

(a) Downtown Parking Board:

(1) Appoint Henry Cord to a term ending June 30, 2023.

OUTCOME

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

BACKGROUND

Section 2.08.3620 of the San José Municipal Code (SJMC) states Members shall be appointed to the board upon the mayor's recommendation to the City Council and the City Council's approval of such recommendation.

ANALYSIS

The applications of all nominated candidates are attached. Memoranda from the Office of the City Attorney regarding their conflicts of interest and code enforcement reviews are also included. The applicants were also reviewed by Planning Building and Code Enforcement.

EVALUATION AND FOLLOW-UP

A duty of the Office of the City Clerk is to minimize vacancies on the Boards and Commissions. The Office of the City Clerk is still recruiting for additional vacancies.

PUBLIC OUTREACH

The Office of the City Clerk began an annual recruitment program in 2019, and posted flyers throughout City Hall, distributed flyers to City Departments and sent electronic copies of the flyer to all council districts requesting it to be included in newsletters. The flyer was also posted on Facebook and Twitter and the City Clerk's main page.

The memorandum has been posted on the City Clerk's website as part of the November 19, 2019 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.