



# *Memorandum*

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**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

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

**SUBJECT: BOARDS AND COMMISSIONS  
APPOINTMENTS**

**DATE:** December 21, 2020

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## **RECOMMENDATION**

Approve the following Neighborhoods Commission appointment:

- (a) District 2 Seat: Appoint Lalbabu Prasad to a term ending June 30, 2021
- (b) District 4 Seat: Appoint Brandon Catolico to a term ending June 30, 2021

## **OUTCOME**

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

## **BACKGROUND**

Section 2.08.180 of the San José Municipal Code (SJMC) indicates that each Councilmember, including the Mayor, shall nominate one Commissioner to each Council-Nominated Commission.

## **ANALYSIS**

The application of the nominated candidate is attached. The Memorandum from the Office of the City Attorney regarding conflicts of interest is also attached, while code enforcement reviews returned no issues.

## **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 and City Council Offices are still recruiting for additional vacancies.

### **PUBLIC OUTREACH**

The Office of the City Clerk created a graphic for use in council office newsletters and sent the graphic to all council districts for distribution in their district newsletters. The flyer was also posted on Facebook and Twitter and the Boards and Commissions page.

The memorandum has been posted on the City Clerk's website as part of the January 12, 2021 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.