



**OFFICE OF THE CITY CLERK**

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**CITY COUNCIL STAFF REPORT**

Meeting: December 3, 2019

**Subject**

Accept termination of Bicycle Pedestrian Commission member Pete Heller and direct staff to fill the unscheduled, partial vacancy in January 2020 concurrent with the annual recruitment for all commission and committee members' terms expiring in January 2020.

**Recommended Action**

Accept termination of Bicycle Pedestrian Commission member Pete Heller and direct staff to fill the unscheduled, partial vacancy in January 2020 concurrent with the annual recruitment for all commission and committee members' terms expiring in January 2020.

**Discussion**

Pete Heller was serving his second term on the Bicycle Pedestrian Commission which expires on January 30, 2021. He resigned his position due to leaving Cupertino effective November 30, thereby leaving an unscheduled vacancy for the remaining portion of his term. The letter of resignation is attached (Attachment A) as well as adopted Resolution No. 16-137 governing City advisory bodies (Attachment B). The unscheduled vacancy will be posted as required.

Staff recommends that the partial vacancy be filled in January 2020 concurrent with the annual recruitment for all commission and committee members' terms expiring in January 2020. The City Council will interview candidates on January 28 and 29, 2020. Besides the unscheduled Bicycle Pedestrian Commission vacancy, Commissions with upcoming vacancies in January 2020 include: Audit Committee (2 seats), Housing Commission (2 seats), Parks and Recreation Commission (2 seats), Public Safety Commission (3 seats), Sustainability Commission (3 seats), and Technology Information and Communications Commission (2 seats).

**Sustainability Impact**

None

**Fiscal Impact**

None

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Prepared by: Grace Schmidt City Clerk

Approved for Submission by: Deborah Feng, City Manager

Attachments:

A - Resignation Letter

B – Adopted Resolution No. 16-137 Establishing Rules Governing Recruitment, Attendance, Appointments, and Vacancies on City Advisory Bodies