



# STAFF REPORT

AGENDA NO: 8e

MEETING DATE: January 6, 2020

**To: Honorable Mayor and City Council**

**Date: January 6, 2020**

**From: Ana Maria Silva, Executive Assistant – (650) 558-7204**

**Subject: Open Nomination Period to Fill One Vacancy on the Planning Commission**

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## **RECOMMENDATION**

Staff recommends that the City Council call for applications to fill one vacancy on the Planning Commission. The pending vacancy is due to the vacated seat of Commissioner Brenden Kelly. The recommended deadline is Friday, January 31, 2020. This will allow applicants two opportunities to attend a Planning Commission meeting (January 13 and January 27, 2020).

## **BACKGROUND**

All past applicants on the two-year waitlist will be informed of the vacancy.