

County of Santa Clara
Clerk of the Board
Records Division




BC01-052008

Prepared by: Teresa Hofer
Records Assistant II
Reviewed by: Sharyn Schwab
Manager, Records Division

DATE: May 20, 2008

TO: Board of Supervisors

FROM: 
Phyllis Perez
Clerk of the Board

SUBJECT: Resignation of member from Parks and Recreation Commission

RECOMMENDED ACTION

Accept resignation of Dangkhua Vo from the Parks and Recreation Commission for a four-year term expiring June 30, 2008. Appointee shall represent the public at large. Position is allocated to District 3.

FISCAL IMPLICATIONS

None.

REASONS FOR RECOMMENDATION

Board policy requires the public noticing of all vacancies and resignations on boards and commissions so that interested parties may apply for an appointment. The period begins at the time the Board of Supervisors takes action to declare a position vacant or to accept a resignation.

BACKGROUND

Making appointments, declaring vacancies or accepting resignations from various boards and commissions are the responsibility of the Board of Supervisors. The process to fill a vacancy begins in the office of the Clerk of the Board of Supervisors when notification of a resignation is received. The Clerk prepares the appropriate documents for submittal to the Board for action. Once the vacancy is officially accepted, the appropriate noticing commences and after a period of 10 days, the position can be filled.

CONSEQUENCES OF NEGATIVE ACTION

The position cannot be filled if the resignation is not accepted. Vacancies impact the ability of the commissions to meet due to lack of quorum.

STEPS FOLLOWING APPROVAL

The Board Clerk will notify the appropriate parties. The vacancy will be posted and steps will be initiated to fill the position.