



MEMORANDUM

DATE June 10, 2021
TO General Plan Subcommittee
FROM Julia Klein, Project Manager
RE Election of Officers at June 17, 2021 Meeting

Background

The General Plan Subcommittee should nominate and vote to elect a Chair and Vice Chair. These two officers will preside for the period beginning the July 2021.

The City of San Mateo Boards and Commissions Rules and Procedures (Chapters 3 & 4) describe the duties of the Chair and Vice Chair, as well as the selection process for these two positions. The document is available online at:

<https://www.cityofsanmateo.org/DocumentCenter/View/46841/Boards-and-Commission-Rules-and-Procedures?bidId=>

Environmental Determination

The election of officers is not a project subject to CEQA because it is an organizational or administrative activity that will not result in direct or indirect changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

Notice Provided

All meeting noticing requirements were met.

Staff Contact

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