



OFFICE OF THE MAYOR
Mary Casillas Salas

MEMO

February 2, 2016

TO: Donna Norris, City Clerk

CC: Kerry Bigelow, Senior Deputy City Clerk

VIA: Mayor Mary Casillas Salas

FROM: Adrianna Hernandez, Constituent Services Representative

RE: **Boards and Commissions Appointments**

I would like to recommend Mayra Swanson for appointment to the Board of Library Trustees and Carlos Jaime for appointment to the Resource Conservation Commission. Mayra Swanson will replace William Canedo and Carlos Jaime will replace Nancy Sedgwick.

Please place these items on the February 9, 2016 Council agenda for ratification and schedule the oaths of offices for the following City Council meeting.

Thank you.