



OFFICE OF THE CITY CLERK

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CITY COUNCIL STAFF REPORT

Meeting: August 20, 2019

Subject

Accept termination of Audit Committee member James (Jim) Luther and direct staff to fill the unscheduled 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 Audit Committee member James (Jim) Luther and direct staff to fill the unscheduled vacancy in January 2020 concurrent with the annual recruitment for all commission and committee members' terms expiring in January, 2020.

Discussion

Jim Luther was serving his first term on the Audit Committee which expires on January 30, 2020. He was terminated on August 5, 2019 due to lack of attendance, thereby leaving an unscheduled vacancy for the remaining portion of his term. The letter of termination is attached (Attachment A) as well as adopted Resolution No. 16-137 governing City advisory bodies (Attachment B).

Regular meetings of the Audit Committee are held quarterly and the committee is scheduled to meet again in October 2019. Staff recommends that the vacancy be filled in January 2020, when the term is due to expire, along with all of the commission incumbents whose terms end on January 30, 2020. A large outreach effort will begin in late October 2019, and the City Council will interview candidates in late January 2020. Commissions with upcoming vacancies in January 2020 include: Audit Committee (2 seats including unscheduled vacant seat), 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

Prepared by: Kirsten Squarcia, Deputy City Clerk

Reviewed by: Grace Schmidt, City Clerk

Approved for Submission by: Deborah Feng, City Manager

Attachments:

A - Termination Letter

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