



AGENDA REPORT

CITY OF SAN CLEMENTE

CITY COUNCIL MEETING

910 Calle Negocio
2nd Floor
San Clemente, California
www.san-clemente.org

Meeting Date: February 6, 2024

Agenda Item: (13A1)

Submitted By: City Clerk's Department

Subject:

VACANCY ON THE HUMAN AFFAIRS COMMITTEE

Fiscal Impact:

None.

Summary:

Jill Schachter submitted her resignation from the Human Affairs Committee effective January 9, 2024. Ms. Schachter's term on the Human Affairs Committee was set to expire on June 30, 2024.

In May of each year, the City Council authorizes Staff to advertise to fill vacancies on all City Commissions and Committees with terms set to expire in June. City Council then conducts interviews and makes appointments to each Commission and Committee, with terms effective July 1 of each calendar year.

The City Council may wish to direct staff to advertise and recruit to fill one vacancy on the Human Affairs Committee, or, the position may remain vacant and can be recruited in May, along with all of the other vacant Commission and Committee seats.

Council Options:

- Direct Staff to recruit for the vacancy on the Human Affairs Committee and set an interview date.
- Direct Staff to advertise for the vacancy and interview for the position when all Commission/Committee vacancies are recruited.
- Take no action.

Environmental Review/Analysis

This is not a "project" under the California Environmental Quality Act.

Recommended Actions:

Staff Recommendation

1. Accept Jill Schachter's resignation with regret.

and

2. Authorize the City Clerk to advertise to fill 1 vacancy on the Human Affairs Committee with a term to expire on June 30, 2024.

OR

3. Direct Staff to advertise for the vacancy on the Human Affairs Committee when the City advertises for vacancies on all Commissions and Committees in May of this year.

Attachment:

None.

Notification:

None.