



# AGENDA REPORT

## CITY OF SAN CLEMENTE

### CITY COUNCIL MEETING

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

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**Meeting Date:** March 19, 2024

**Agenda Item:** 13A(1)

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**Submitted By:** City Clerk

**Prepared By:** Laura Campagnolo, City Clerk

**Subject:**

**VACANCY ON THE COASTAL ADVISORY COMMITTEE**

**Fiscal Impact:**

None.

**Summary:**

Dr. Suzie Whitelaw has resigned from the Coastal Advisory Committee. Dr. Whitelaw's term on the Coastal Advisory Committee was set to expire on June 30, 2025.

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 of alternating years. The 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 Coastal Advisory Committee, or, the position can 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 to fill the vacant seat on the Coastal Advisory Committee immediately.
- Direct staff to recruit to fill the position in May when the City Council recruits for open positions on all City Commissions and Committees.
- Take no action.

**Environmental Review/Analysis**

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

**Recommended Actions:**

Staff Recommendation

Direct staff to advertise to fill Dr. Whitelaw's vacancy on the Coastal Advisory Committee with a term to expire on June 30, 2025 when the City Council recruits for open positions on all City Commissions and Committees in May.

***Attachment:***

None.

***Notification:***

None.