



# STAFF REPORT – CITY COUNCIL MEETING

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September 06, 2023

**TO:** Honorable Mayor and City Council Members

**FROM:** David Loya, Director of Community Development

**PREPARER:** Delores Freitas, Senior Planner

**DATE:** August 25, 2023

**TITLE:** **Declare a Vacancy on the Historic Landmarks Committee and Reappoint Jill Macdonald for a Term Expiring on September 30, 2025.**

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## **RECOMMENDATION:**

Staff recommends the Council declare a vacancy on the Historic Landmarks Committee and reappoint Jill Macdonald to finish the term she started ending September 30, 2025.

## **INTRODUCTION:**

Committee member Jill Macdonald exceeded the limit on absences this calendar year on the July 20, 2022, meeting. Per Arcata Municipal Code Section 2204(C), if any member of a committee is absent for three regularly scheduled meetings in a calendar year, the secretary to the committee shall certify that fact to the Council and the Council shall thereafter declare the position on the committee vacant. Ms. Macdonald's vacated term expires on September 30, 2025.

Member Macdonald has been an asset to the HLC and the City in her capacity as a Committee member, contributing to discussions through her education and experience in an efficient and positive way. Ms. Macdonald has a good rapport with both staff and other Committee members and her contributions improve the quality of meeting outcomes. Her absences did not result from a lack of commitment to the City and she has indicated a desire for reappointment. As she is highly qualified and an asset to the committee, staff fully supports her reappointment to the Committee.