



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 2

Section Name: {{section.name}}

Account Number: 10-1111

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: City Clerk's Office
MEETING DATE: December 12, 2022

SUBJECT:
City Council Vacancy – Applicant Interviews and Presentation

RECOMMENDATION:

Determine the Council appointee to the vacant seat for a term effective December 12, 2022 through the end of the term of former Deputy Mayor Diane Papan.

BACKGROUND:

On November 17, 2022 Deputy Mayor Diane Papan submitted her resignation letter to the City Clerk with an effective date of December 4, 2022, creating a vacancy on the City Council for her at-large seat that is set to end on December 2, 2024 (per City Charter Section 2.01 (c) 1, the term of office begins on the first regular council meeting in December immediately following the general election).

Council met on November 21, 2022 to approve the timing, advertising, and application process for the vacancy. The application period opened on November 22, 2022 and closed on December 7, 2022 at 5 pm following a robust outreach and advertising campaign. Nine applications were received and qualified to be considered for the appointment, one applicant, Maureen Freschet withdrew on Friday December 9, 2022.

The City Council established a special meeting for Monday, December 12, 2022 at 6 pm in the Council Chambers to receive a ten-minute presentation from each applicant. Council may ask follow-up questions of each applicant. The City Attorney and City Clerk drew the order by lots and the order of the presentation will be:

1. Michael Ragan
2. Mason Fong
3. Max Mautner
4. Rich Hedges
5. Cliff Robbins
6. Pablo Quintanilla
7. Chris Conway
8. John Ebnetter

Following the applicant presentations, public comment will be taken, and then Council may have some discussion, and then they will conduct a vote via paper ballot. The City Attorney will collect the ballots and tally the vote and hand to the City Clerk who will announce the results. The Council may elect to conduct as many votes as they desire until a consensus is reached, and Council also may amend the selection process with a majority vote to do so.

City Charter Section 2.08 – Vacancies in Office states:

A vacancy on the city council from whatever cause arising shall be filled by appointment by the council provided, that if the council fails to agree or for any other reason does not fill such vacancy within 30 days after the same occurs, then such vacancy shall be filled by the mayor. The appointee shall hold office until the next general election, when a successor shall be chosen by the electors for the unexpired term.

The City will announce the decision via its communication channels.

BUDGET IMPACT:

There is no budget impact from this appointment action.

ENVIRONMENTAL DETERMINATION:

This City Council appointment is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Application Packet – in last name alphabetical order

Att 2 – Endorsement Letters

- A. Michael Ragan
- B. Mason Fong
- C. Rich Hedges
- D. Cliff Robbins
- E. Pablo Quintanilla

STAFF CONTACT

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