

**Mayor**  
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**To:** Lemoore City Council Item # 7  
**From:** Nanci C. O. Lima, City Clerk  
**Date:** July 28, 2011  
**Subject:** Downtown Merchants Advisory Committee - Member Removal  
and Member Resignation

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**Discussion:**

July 14, 2011 the Chair of the Downtown Merchants Advisory Committee submitted a letter (attached) stating the Committee had voted to recommend the removal of Committee Member Dill due to lack of attendance. Administrative Policy 2011-01 state:

“If an appointed member of a board or commission misses three consecutive regular or adjourned regular meetings of such board or commission, the chair of such board or commission, or in the absence of the chair, the vice chair, shall report to the City Clerk the name of the member having missed such meeting, together with the dates of the meetings at which such member was absent and the reason for such absences, if known. The City Clerk shall forward the information to the City Council and removal of the member may occur at the Council’s discretion.”

Records submitted to staff show Ms. Dill has missed three consecutive meetings since the Administrative Policy was approved. It is staff’s recollection that Ms Dill has missed all meetings since the September meeting.

On June 8, 2011 Nicolette Mangini turned in her resignation from the Downtown Merchants Advisory Committee (letter attached). These vacancies have been posted at City Hall and placed in kiosks around the City and a copy of the Local Appointment List per Government Code § 54970-72 was filed at the Lemoore branch of the Kings County Library. These appointments would be to complete the unexpired terms, and expire October 31, 2011. No applications were submitted. Staff would repost and ensure every downtown business receives a copy of the notice of vacancy, application, and Administrative Policy 2011-01.

**Budget Impact:**

None.

**Recommendation:**

Staff has no recommendation on the issue of the removal of Committee Member Dill it is Council’s discretion.