



Memorandum

Date: 2/6/2024
Meeting of: City Council

File No. AM No. 24-013
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files	425-556-2166
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DEPARTMENT STAFF:

Executive	Cheryl Xanthos	City Clerk
Executive	Kalli Biegel	Deputy City Clerk

TITLE:

Confirmation of Appointment of New Human Services Commission Member

OVERVIEW STATEMENT:

There is currently an opening on the Human Services Commission, due to the resignation of Antionette Smith.

The press release advertising this opening was posted on November 6, 2023, and can be viewed at: [News Release: Human Services Commission Seeks New Member \(govdelivery.com\)](https://content.govdelivery.com/bulletins/gd/WAREDMOND-3790779?wgt_ref=WAREDMOND_WIDGET_2). Six applications were received and reviewed. After interviewing with City Staff, Commission Members and Mayor Birney, Michaelene Fowler was selected to move forward. Michaelene interviewed with Council on January 23, 2024, and has now been nominated for appointment, subject to Council confirmation.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council confirmation is required for Commission Member appointments.
RMC: 4.30.050(A)

Council confirmation on a nomination made by the mayor may occur only at a special meeting called for the purpose of considering the appointment, or the next regular meeting following the meeting at which the

interview took place.

RMC: 4.10.030(A)

- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

If appointment is confirmed, Michaelene Fowler would fill this seat and serve until the end of the partial term on March 31, 2025.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
This opening was advertised, and all completed applications were reviewed.
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☐ Yes ☐ No ☒ N/A

Budget Offer Number:
N/A

Budget Priority:
N/A

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
1/23/2024	Special Meeting	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

This position is currently open.

ANTICIPATED RESULT IF NOT APPROVED:

If Council decides not to confirm appointment, recruitment efforts would need to continue.

ATTACHMENTS:

None.