



**SPECIAL MEETING MINUTES**

**Date:** 1/9/2023  
**Time:** 5:00 p.m.  
**Location:** Teleconference

**Special Session**

**A. Call To Order**

Mayor Wolosin called the meeting to order at 5:11 p.m.

**B. Roll Call**

Present: Combs, Nash, Taylor, Wolosin  
Absent: None  
Staff: City Manager Justin I. C. Murphy, City Attorney Nira F. Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

**C. Regular Business**

C1. Adopt a resolution appointing a member to the office of Menlo Park City Council for District 5 for the unexpired term of former City Councilmember Mueller (Staff Report 23-002-CC)

City Clerk Judi A. Herren made the presentation (Attachment).

- John McKenna spoke in support of appointing Maria Doerr.
- Tara Moran spoke in support of appointing Maria Doerr.
- Jenny Michel spoke in support of appointing someone who can improve housing in District 5.
- Maria Doerr spoke on their application to the District 5 vacancy.
- Catherine Carlton spoke on their application to the District 5 vacancy.

The City Council received clarification on the appointment process.

The City Council discussed a special election for filling the vacant seat.

**ACTION:** Motion and second (Nash/ Wolosin), to adopt a resolution appointing Maria Doerr to the office of Menlo Park City Council for District 5 for the unexpired term of former City Councilmember Mueller, 3-0 (Combs abstaining).

C2. Swearing in of new City Councilmember


City Clerk Judi A. Herren administered the Oath of Office to Maria Doerr.

**D. Adjournment**

Mayor Wolosin adjourned the meeting at 5:50 p.m.

Judi A. Herren, Assistant to the City Manager/City Clerk

These minutes were approved at the City Council meeting of January 24, 2023.



**ADOPT A RESOLUTION APPOINTING A MEMBER TO THE OFFICE OF MENLO PARK  
CITY COUNCIL FOR DISTRICT 5 FOR THE UNEXPIRED TERM OF FORMER CITY  
COUNCILMEMBER MUELLER**

**Judi A. Herren, City Clerk**





## STAFF RECOMMENDATION

- The City Council consider and adopt a resolution appointing a member to the District 5 term expiring December 2024



## BACKGROUND



- November 8, 2022 – City Councilmember Mueller elected to San Mateo County Board of Supervisors
- November 17, 2022 – Received City Councilmember Mueller notice of resignation
- November 30, 2022 – City Council directed staff to pursue the appointment process
- December 3-20, 2022 – Published and advertised notice of vacancy
- December 1 – 20, 2022 at 5 p.m.: Accepted applications
- December 18, 2022 – Published received applications
- December 21, 2022 – City Council interviewed candidates



## **APPOINTMENT PROCESS**

### **ESTABLISHED BY RESOLUTION NO. 6775**

1. The city clerk will display applicant names, alpha by last name
2. Each City Councilmember will email one candidate they wish to nominate
3. The candidate with the most nominations will be brought up for a motion  

A motion to appoint must be supported by a majority of the City Council in order for an appointment to be made
4. If no candidate receives more nominations than any other candidate, any City Councilmember may move to appoint one of the candidates
5. If that motion to appoint fails, return to Step 1.



**THANK YOU**