



## City of Tacoma

## City Council Action Memorandum

**TO:** Elizabeth Pauli, City Manager  
**FROM:** Nicole Emery, City Clerk  
Chris Bacha, City Attorney  
**COPY:** City Council and City Clerk  
**SUBJECT:** Resolution – Appointing an individual to the City Council District 4 Position beginning July 23, 2024, through December 31, 2025. – Requested for July 16, 2024  
**DATE:** July 9, 2024

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### **SUMMARY AND PURPOSE:**

Appointing an individual to the City Council District 4 Position beginning July 23, 2024, through December 31, 2025.

### **COUNCIL SPONSORS:**

Mayor Victoria Woodards

### **BACKGROUND:**

In May 2024, the City notified the public that Council Member Catherine Ushka had passed away, leaving a vacancy in the Council District 4 position. The City announced that the City Clerk's Office would accept applications from June 6, 2024, through Noon on Monday, June 24, 2024. A total of 23 applications were received.

The City Council discussed the process for filling the position and discussed the qualifications at the Tuesday, June 4, 2024, Study Session. At the July 2, 2024, Study Session, the City Council held an executive session to discuss the qualifications of the applicants. Later that evening at the business meeting, the City Council each individually selected their top applicants and the City Clerk compiled them and ordered them by number of selections each applicant received. The City Council discussed how many of the applicants receiving the most selections they should forward as finalists. The City Council selected six finalists for the District 4 vacancy. These six finalists were invited to interview at a City Council meeting on Tuesday, July 9, 2024.

At the July 16, 2024, Study Session, the City Council will hold an Executive Session to discuss the qualifications of the finalists. At the evening business meeting the City Council may vote on who they would like to be appointed to the Council Position. Applicants will be considered in order of appearance determined by random lot, and the City Clerk will call the roll until a candidate receives at least five votes to appoint the selected applicant as the City Council Member to the City Council District 4 position beginning July 23, 2024, through December 31, 2025.

### **COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**



City of Tacoma

City Council Action Memorandum

Following the applicant interviews on July 9, 2024, the City Council asked residents to provide feedback on the applicants through a virtual form and the City Clerk's Office to help guide them in their decision making.

**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility:**

Appointing an individual to the City Council will support them in discussing and addressing the needs of the Tacoma community and ensuring diverse populations within District 4 and interests are represented on the City Council.

**ALTERNATIVES:**

The City Council may choose to not appoint an individual at this time, however in the event a majority of the Council fails to make an appointment to fill a vacancy on the Council within a period of sixty (60) days from the date the vacancy occurs, then the Mayor shall make the appointment, subject to the confirmation of the remaining members of the Council.

**STAFF/SPONSOR RECOMMENDATION:**

We recommend the individual be appointed to the City Council District 4 Position through December 31, 2025.