



Transportation Board

City of Arts & Innovation

TO: HONORABLE BOARD MEMBERS DATE: MAY 1, 2024

FROM: PUBLIC WORKS DEPARTMENT WARDS: ALL

SUBJECT: DISCUSS THE ABSENCE OF BOARD MEMBER IGNACIO CARRILLO FROM DECEMBER 6, 2023, REGULAR MEETING OF THE TRANSPORTATION BOARD.

ISSUE:

Consider whether to excuse the absence of Board Member Ignacio Carrillo from the December 6, 2023, regular meeting.

RECOMMENDATION:

Staff recommends that the Transportation Board determine whether to excuse the absence of Board Member Ignacio Carrillo from the December 6, 2023, regular meeting.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 24076, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

Staff did not receive notification that Board Member Ignacio Carrillo would not be in attendance of the December 6, 2023, regular meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Veronica Garcia, Administrative Assistant