



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** September 8, 2025  
**SUBJECT:** Approve Resolution No. 2025-039, appointing Caroline Martin to the Substandard Building Board, Place 4.  
**PRESENTER:** Alicia Richardson, City Secretary/Chief Governance Officer

### **SUMMARY:**

To consider the nomination of Council member Blake to fill the vacancy on the Substandard Building Board, Place 4.

### **GENERAL DESCRIPTION:**

In accordance with city charter, state law, and city ordinances, the City Council nominates a member of the public to serve on various boards and commissions. Nominations are subject to majority approval of the City Council. Appointed members serve a two-year term, unless appointed to fulfill an unexpired term.

A vacancy exists in Place 4 on the Substandard Building Board. Council member Blake forwarded his recommendation for consideration by the Council.

### **SUBSTANDARD BUILDING BOARD**

Caroline Martin	Place 4	Term Expiring: June 30, 2026
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### **RECOMMENDATION:**

Approve Resolution No. 2025-039, as presented.