



City of San Antonio

Agenda Memorandum

File Number:20-2305

Agenda Item Number: 21.

Agenda Date: 3/5/2020

In Control: City Council A Session

DEPARTMENT: Office of the City Attorney

DEPARTMENT HEAD: Andy Segovia, City Attorney

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Appointing Tina Flores as Acting City Clerk effective March 6, 2020.

SUMMARY:

With the March 6, 2020 retirement of the City Clerk, Leticia M. Vacek, the Mayor and City Council have requested the appointment of Deputy City Clerk Tina Flores as Acting City Clerk until a City Clerk is named by the Council.

BACKGROUND INFORMATION:

Leticia M. Vacek, City Clerk, is retiring from the City and it is necessary to fill the vacancy to maintain the order of business. Section 10 of the City of San Antonio City Charter provides that the City Council shall choose a City Clerk to keep the records of the Council and of the City, among other duties. The Mayor and City Council requested the appointment of Deputy City Clerk Tina Flores as Acting City Clerk until such time as a City Clerk is named by the Council.

ISSUE:

Section 10 of the City of San Antonio City Charter provides that the City Council shall choose a City Clerk to keep the records of the Council and of the City, among other duties.

ALTERNATIVES:

The City Council may select a different person for the position, until a City Clerk is appointed.

FISCAL IMPACT:

A 10% special assignment pay for the duration of the interim assignment is included in the General Fund Adopted Budget.

RECOMMENDATION:

The Office of the City Attorney recommends approval of this item.