



## Legislation Details (With Text)

**File #:** 20-649      **Version:** 1      **Name:**  
**Type:** Action Item      **Status:** Agenda Ready  
**File created:** 7/7/2020      **In control:** BOARD OF SUPERVISORS  
**On agenda:** 7/14/2020      **Final action:**  
**Title:** Discussion and Consideration of next steps for filling the Special Districts Administrator position upon the retirement of the incumbent  
**Sponsors:** Administrative Office  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
7/14/2020	1	BOARD OF SUPERVISORS		

## Memorandum

**Date:** July 14, 2020  
**To:** The Honorable Moke Simon, Chair, Lake County Board of Supervisors  
**From:** Carol J. Huchingson, County Administrative Officer  
**Subject:** Discussion/consideration of next steps for filling the Special Districts Administrator position upon the retirement of the incumbent

**Executive Summary:** (include fiscal and staffing impact narrative):

Special Districts Administrator Jan Coppinger will be retiring on December 1, 2020. I am seeking the direction of your Board regarding recruitment for a new Special Districts Administrator.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Consistency with Vision 2028 and/or Fiscal Crisis Management Plan** (check all that apply):

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety               | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> Not applicable      |
| <input type="checkbox"/> Economic Development    | <input type="checkbox"/> Disaster Recovery           | <input checked="" type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                  | <input type="checkbox"/> Revenue Generation  |
|  |  |  | <input type="checkbox"/> Cost Savings        |

**If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:**

Which exemption is being requested?  
How long has Agreement been in place?  
When was purchase last rebid?  
Reason for request to waive bid?

**Recommended Action:**

Direction to staff.