



Legislation Text

File #: ID 20-819, **Version:** 1

Agenda Item: 12(d)	Prepared By: Laura Litzan, City Clerk
Business: Discussion	Department: Executive

Subject:

Process for Filling the Vacancy on City Council

BACKGROUND:

On April 23, 2020, the City Manager received the attached resignation letter from Councilor Sam Young, whose resignation was effective immediately.

Section 3.05(3) of the City Charter provides the following process for filling the vacancy:

"If the remainder of the unexpired term exceeds 28 months, the remaining Council Members shall, within sixty (60) days following the occurrence of such vacancy, by majority vote of the Council Members, appoint a person to fill the vacancy until the next regularly scheduled City election at which the balance of the term for the seat shall be filled in accordance with Article V."

To fill the vacancy, Chair Brechnitz suggests the following process be considered:

1. Ask interested candidates to submit their on-line application and resume to the City Clerk no later than May 12, 2020.
2. Schedule a workshop to narrow the list of applicants to three (3) finalists for May ____.
3. Schedule individual appointments for councilors to interview each finalist during the week of May 25-29. (Note: May 25 is Memorial Day.)
4. Schedule the vote for the appointment at the June 1, 2020 meeting.

FUNDING SOURCE / FISCAL IMPACT: N / A

RECOMMENDATION: Approve the process for filling the vacancy.

POTENTIAL MOTION: N / A