

Council Business Meeting

February 20, 2018

Title: Discussion of City Councilor Appointment Process of Councilor Position #3.

From: Melissa Huhtala City Recorder
Melissa.huhtala@ashland.or.us

Summary:

At the February 6th Council Business Meeting, Councilor Lemhouse resigned from Ashland City Council effective immediately. The City Council has 60 days to fill this position.

Actions, Options, or Potential Motions:

Council moves to approve the appointment process.

Staff Recommendation:

Council consideration of the proposed timeline:

- Council agrees to an appointment process on February 20th.
- City Recorder advertises on February 21st to the local newspaper and the City website.
- Applications are due Tuesday, March 6th at 5:00 PM.
- City Recorder will send applications to Council on March 6th.
- Applicant interviews on March 19th from 4:00 PM – 5:30 PM or hold a Special Meeting on Thursday, March 29th at 5:30 PM.
- If the interviews take place on March 19th Council appoints the position at the March 20th Business Meeting.
- If the interviews take place on March 29th Council appoints the position at the April 3rd Business Meeting.

OR

Candidate interviews conducted at a time specified by Council (Special Meeting) other than above but prior to the April 3rd Business Meeting.

Resource Requirements:

N/A

Policies, Plans and Goals Supported:

Per Charter the vacancy needs to be filled within 60 days:

Section 4. Vacancies An office shall be deemed vacant upon the incumbent's death; adjudicated incompetence; conviction of a felony; other offense pertaining to his/her office, or unlawful destruction of public records; resignation; recall from office or ceasing to possess the qualifications for the office; or, in the case of the Mayor or Council Member, upon his/her

absence from the City for thirty (30) days without the consent of the Council or upon his/her absence from meetings of the Council for sixty (60) days without like consent, and subsequent declaration of the vacancy by a two-thirds affirmative vote of the Council.

A vacant elective office in the City shall be filled within sixty (60) days by the Council electing some qualified person to fill such vacancy. The appointee's term of office shall begin immediately upon appointment and shall continue until a successor, elected at the next biennial election, takes office for the unexpired term. The Council shall have the power, by a two-thirds affirmative vote, to expel any member of the Council for disorderly conduct in Council or inattention to duties. No Council member shall be expelled without notice and a hearing by the Council.

Background and Additional Information:

Past Council practice has been to advertise, determine a set of questions to be asked to the applicants, interview and vote on appointment.

Below are the questions asked for the last City Council appointment:

- What are the biggest issues facing the City?
- What is your primary motivation for seeking a vacant Council seat?
- What Community and City activities have you been involved in recently?
- What is the role of the City Councilor?

Attachments:

None.