

PROCESS TO FILL COUNCIL MEMBER VACANCY

Rebecca L. Huerta, City Secretary
May 16, 2017



History– 1990s to present

<u>COUNCIL TERM</u>	<u>COUNCIL MEMBER</u>	<u>DATE OF VACANCY</u>	<u>REPLACEMENT APPOINTED</u>	<u>APPOINTMENT DATE</u>	<u>RAN FOR COUNCIL IN NEXT RACE</u>	<u>ELECTED</u>	<u>IN RUNOFF</u>	<u>AT-LARGE OR DISTRICT</u>
<u>APRIL 1989 - APRIL 1991</u>	D. Berlanga	1/2/1990	C. Galindo	2/13/1990	YES	YES	YES	DISTRICT 2
<u>APRIL 1997 - APRIL 1999</u>	J. Capelo	12/12/1997	J. Colmenero	1/2/1998	YES	YES	YES	DISTRICT 2
<u>MAY 2009 - MAY 2011</u>	B. Chesney	11/15/2010	Linda Strong	11/30/2010	NO	NA	NA	AT-LARGE
<u>JUNE 2011 – NOV. 2012</u>	K. Kieschnick	1/4/2012	K. Allen	1/24/2012	YES	YES	NO	DISTRICT 1
<u>*JAN. 2015 – NOV. 2016</u>	L. Riojas	1/12/16	M. Hunter	3/08/16	YES	YES	NO	AT-LARGE

*On 1/12/16, Council Member Riojas gave the Council notice of her intent to resign on 2/28/16

Common Practices

- Council requested applications
- Application packet included an application, resume, and report of financial information.
- Applications were filed in the City Secretary's Office
- Council reviewed applications, and then discussed in executive session.
- Interviews were conducted in executive session.
- Decisions were made in open session.

Recent Changes - 2016

1. Background Check
2. Questionnaire
3. Public Interviews

Suggested Timeline

May 18 – June 2

Accept applications

June 8 – June 12

Individual council member review of applications

Tues., June 13

Executive session to review and discuss applications; name finalist(s).

Thu., June 15

Special Council Meeting – Hold public interviews; deliberate in executive session; decide in open session.

Tues., June 20

New Council Member sworn-in.

Questions & Discussion