

Council Business Meeting

February 21 & 22, 2023

	City Council Election to fill Councilor Positions #2 and #3 Vacancies	
From	Melissa Huhtala	City Recorder
Contact	Mellissa.huhtala@ashland.or.us ; 541-522-2084	

SUMMARY

This agenda item is for City Council deliberation to fill two vacant Councilor positions; Positions No. 2 and 3. The Council must appoint/elect replacements within 60 days of the effective dates of the individual resignations (see Article III, Section 4 of the City Charter below under Policies, Plans & Goals Supported). City Council appointments/elections to fill a vacant elected office position is for a term that expires upon election of a successor by public vote at the next biennial election; in this case November 2024. The sixty-day deadlines for the vacant Councilor positions are as follows:

- March 24, 2023, for Councilor Position No. 3
- April 8, 2023, for Councilor Position No. 2

At its January 31, 2023 Business Meeting, the City Council adopted the below outlined process and schedule for soliciting applicants and making the appointment for Councilor Position #3. The process has previously been used by the City to fill other elected officer vacancies. At the February 7, 2023 Business Meeting, the Council directed that the same process and general schedule be used to also fill Councilor Position #2.

1. Applications were due by 5:00 p.m. on **February 14, 2023**;
2. City Recorder forwarded all applications to Council upon deadline closing;
3. Interviews of applicants by Councilors, depending on number of applicants, to be completed by **February 20, 2023**;
4. Upcoming City Council meetings at which both vacant Councilor positions may be considered within the sixty-days deadlines are as follows:
 - **Feb. 21st** at the regular City Council Business meeting
 - **Feb. 22nd** at a Special Called Business Meeting
 - **March 7th** at the regular City Council Business meeting
 - **March 21st** at the regular City Council Business meeting

The City has received nineteen (19) applications for one and/or the other vacant Councilor positions.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

The appointment/election to fill vacant elective offices of the City is at the City Council's discretion. The Council may act under this agenda item to appoint individuals to fill one or both vacant Councilor positions or identify candidates for further consideration and election at a subsequent Council meeting within the sixty-days deadlines.

STAFF RECOMMENDATION

N/A

FISCAL IMPACTS

N/A

POLICIES, PLANS & GOALS SUPPORTED

City Charter Article III – Elective Officers, Section 4 – Vacancies specifies the City Council has sixty (60) days from an effective resignation date to fill a vacated Elected Officer position:

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.

REFERENCES & ATTACHMENTS

None