



CITY COUNCIL AGENDA ITEM

Date: November 12, 2012

To: Mayor and City Council

From: Mark F. Miller, Director of Economic and Community Development *MFM*
Lori Grigg Bluhm, City Attorney *LSB*
M. Aileen Bittner, City Clerk *MAB*

Subject: Proposed Timeline for Succession Process

The succession process is subject to tight time frames, and to help City Council comply with the law, City Administration has prepared the following proposed timeline utilizing the Regular City Council Meeting dates already scheduled. City Council could also decide to schedule Special Meetings to facilitate the process, however, these dates fall during the holidays which may make Special Meetings difficult.

November 12, 2012 – Study Session:

- Discussion of appointment of Mayor with unexpired term expiring November 11, 2013;
- Discussion of process for appointment to fill vacant Council Member seat if created by resignation of current Member appointed as Mayor
- Direction to City Administration to facilitate appointment process if desired

November 26, 2012 – Regular Business:

- Appointment of Mayor with unexpired term expiring November 11, 2013 (deadline: December 9, 2012);
- City Council's acceptance of Mayoral Appointee's letter of resignation (if necessary);
- If necessary, declaration of vacancy due to resignation, starting the 30-day clock on appointing replacement (deadline: December 26, 2012)

December 3, 2012 – Study Session:

- If application process, City Council reviews applications of interested residents
- City Council narrows list of candidates to 2-5 for interview

December 17, 2012 – Regular Business:

- City Council conducts interviews of 2-5 finalists
- City Council deliberates over the selection of a replacement Council Member
- City Council votes on appointment of Council Member to serve unexpired term expiring November 11, 2013