

Interim Council Appointment Process, Ward 7

October 5, 2022 – Special Meeting

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Overview

- ❑ City Council, Ward 7 – vacant as of October 3, 2022
- ❑ Eugene Charter
 - ❑ Requires vacancies to be filled within 90 days (January 1, 2023)
 - ❑ Appointee will serve until successor takes office in July 2023
- ❑ Council Options
 - ❑ Appoint a qualified person outright
 - ❑ Conduct a recruitment and appointment process for qualified person

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Interim Council Appointment - Possible Timeline

	Process Step	Date
✓	Confirm process, application, and supplemental questions	October 5, 2022
✓	Activate Application [Attachment B]	October 6, 2022
✓	Publicize appointment opportunity (press release, media announcements, website, notice to community groups, etc.)	October 6, 2022
✓	Application deadline	November 9, 2022
✓	Submitted applications & interview ballot sent to council	November 14, 2022
✓	Council interview ballots due	November 23, 2022
✓	Selected applicants contacted to confirm interviews	November 28, 2022
✓	Councilors submit interview questions [Attachment C]	November 28, 2022
✓	Meeting to conduct interviews	December 5 or 7, 2022
✓	Council nomination ballots due [Attachment C]	December 8, 2022
✓	Council meeting/action to confirm appointment	December 12, 2022

Council Break Begins: December 15, 2022
State of the City Address: January 4, 2023

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Interim Council Appointment - Possible Application, Part 1

- Application Questions [Attachment B]
 - Candidate Name
 - Residence Address, Mailing Address
 - Home Phone, Work Phone
 - Email Address, Website
 - Race & Ethnicity (Optional)
 - Do you reside in Ward 7? If yes, how long have you resided in Ward 7?
 - How long have you been a resident of the city of Eugene?
 - Occupation
 - Occupational Background
 - Educational Background
 - Prior Government Experience

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Interim Council Appointment - Possible Application, Part 2

Supplemental Questions [Attachment B]

- 1) How would you describe Ward 7 in terms of physical, social, and demographic characteristics; and what are your unique qualifications for representing Ward 7?
- 2) What are the three most important issues facing the residents of Ward 7?
- 3) What do you see as the most pressing needs for the Eugene community and what would be your top priority as a City Councilor?
- 4) Describe your experience working with a diversity of perspectives and opinions. How would you work to effectively convey your viewpoint and make decisions as a City Councilor?
- 5) Describe your experience in the formation or implementation of public policy and regulations.

Note: These supplemental questions were used in 2017 for filling the Ward 4 vacancy

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Interim Council Appointment – Interviews

Interview Ballots [Attachment C]

- Councilors can indicate as many candidates as they would like for the interview process
- 4 or more votes would advance a candidate to interviews

Interviews [Attachment C]

- 30 minutes each
- Candidates provide opening statement
- Each councilor submits and asks one interview question

Note: This interview process was used in 2017 for filling the Ward 4 vacancy

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Interim Council Appointment – Selection and Appointment

- ❑ Preference Voting Ballots [\[Attachment C\]](#)
 - ❑ Councilors vote for their top three preferences
 - ❑ If no candidate wins an outright majority of first-preference votes, second-preference votes are included
- ❑ Nomination Ballot Results Shared (Prior to Taking Action)
 - ❑ Final decision is made by motion and vote

Note: This ballot process was used in 2017 for filling the Ward 4 vacancy

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Council President Appointment Process

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Council Options

- Appoint an eligible councilor to serve out unfulfilled term (Calendar Year 2022) as Council President

OR

- Leave Council President vacant until the first regular meeting in 2023

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Ward	Name	Sworn In	Last Served as President	Last Served as Vice President
1	Emily Semple	01/04/2017	2020	2019
2	Matt Keating	01/06/2021		2022 (current)
3	Alan Zelenka	01/04/2007	2017	2016
4	Jennifer Yeh	06/27/2017	2021	2020
5	Mike Clark	01/04/2007	2018	2017
6	Greg Evans	01/09/2013	2016	2015
7	Claire Syrett	10/31/2012	2022 (vacant)	2021
8	Randy Groves	01/06/2021		

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Eugene Code 2.009

- (1) The council president shall be elected for a one-year term. That person who has served the longest on the council and has not previously acted as council president shall normally be entitled to election as the president. A councilor may be re-elected as president of the council only after the expiration of one year from the date the councilor last served as such president unless two-thirds of the total membership of the council votes otherwise. A councilor will not be eligible to be elected president who has not served as a councilor for at least two years.
- (2) The vice-president of the council shall be elected at the same time and in the same manner as the president of the council. A vice-president may be nominated and elected as president.
- (3) The candidates for president and vice-president of the council shall be nominated and elected by a majority vote at the first regular meeting of the council in each calendar year.

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Chapter 3, Section 13 of the Charter

Council - President.

- (1) Each year, at the first regular meeting of the council, or as soon as practicable, the council shall choose by ballot one of its members to serve as council president.
- (2) The council president shall preside at council meetings when the mayor is absent.
- (3) The council president shall function as mayor, with the powers and subject to the limitations of the office of mayor when the mayor: (a) is absent from the city on leave granted by the council; (b) has been absent from the city for 30 days or more; or (c) has been physically unable to function as mayor for 30 days or more.

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Council Operating Agreements

1.10 Presiding Officer.

The Mayor shall preside over City Council meetings when present. The president of the Council shall preside if the Mayor is absent or unable to preside. The Council vice president shall have the powers of the Council president when the Council president is performing the duties of the Mayor. If the Mayor, Council president, and vice president are unavailable, the Council members present shall elect a temporary presiding officer.

1.11 Council Officers.

Council officers shall be elected for one-year terms in the manner prescribed in the E.C. 2.009, at the first regular meeting in each calendar year.