

**RESOLUTION NO. 07-45**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DEWEY-HUMBOLDT, ARIZONA, ADOPTING A PROCESS FOR FILLING VACANCIES ON THE TOWN COUNCIL AND TOWN COMMISSIONS.**

**WHEREAS, due to various circumstances, vacancies may occur on the Town's Council and Commissions, and,**

**WHEREAS, Arizona Revised Statutes require the Council to fill vacancies on the Council and the Town Council appoints members to the Town's Commissions, and,**

**WHEREAS, a fair and efficient process for identifying interested individuals and selection to the Council or Commissions is in the interest of the Town:**

**NOW THEREFORE BE IT RESOLVED that the Town of Dewey-Humboldt hereby adopts the following selection process for purposes of filling vacancies on the Council and Commissions:**

Upon notice that a vacancy exists on the Council or a Commission, the Town Council will request that letters of interest be submitted by individuals interested in being appointed with a specific deadline for such letters to be received by the Town at the Town offices.

After such deadline, the Council will meet in a public meeting to consider the letters of interest and may nominate any candidates that individual Councilmembers deem to be qualified and notify those individuals of a time a place for interviews to be held. The Council may prepare interview questions in advance of the interviews and provide them to applicants.

Interviews of applicants will be held in a public meeting with, however, no provision for public comment on the interviews or applicants. Upon completion of the interviews, all candidates will be included on ballots for voting by the Council. The Council may convene in a properly noticed Special Council Meeting for purposes of voting and selecting a candidate or may choose to delay this action to a future Regular or Special meeting.

Each Councilmember will vote by paper ballot and may indicate their first, second and third choice from the candidates interviewed. Staff will tabulate the results assigning 3, 2 and 1 points to the first, second and third choices on each ballot.

If any candidate receives a first choice vote from a majority of the Councilmembers present, they will be declared the winner. If not, then;

If tabulation of the results indicates that any candidate received more points than any other candidate, they will be declared the winner. If not, then;

If there is a tie between two or more of the highest scored candidates, the candidate with the highest number of voters supporting them, will be declared the winner. If not, then;

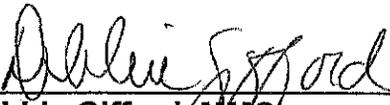
If there is still a tie between two or more of the highest scored candidates and the highest number of voters supporting them, a new ballot will be developed with just the 'tied' candidates on the ballot. If there are only two, the voters will select one candidate as their choice. If there are three or more, voters will indicate their first choice (2 points) and second choice (1 point) and the winner will be determined based on a repeat of this process.

The successful candidate will be sworn in at the next regularly scheduled Council (or Commission) meeting following the election.

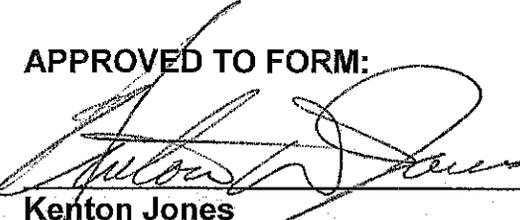
**PASSED AND ADOPTED by the Common Council of the Town of Dewey-Humboldt, Yavapai County, Arizona, this 11th day of September, 2007.**

  
\_\_\_\_\_  
Earl Goodwin, Mayor

ATTEST:

  
\_\_\_\_\_  
Debbie Gifford, MMC  
Town Clerk

APPROVED TO FORM:

  
\_\_\_\_\_  
Kenton Jones  
Town Attorney