Process for Appointment to Vacant Council Position  
Approved March 14, 2007

Pursuant to City Charter Sect. 2.06 (see next page) City Council has 30 days from occurrence of the vacancy to fill the vacant Council position. Thirty days expires on April 11, 2007.

I. Application period – Open immediately with applications due no later than 10:00 am on Wednesday, March 28. Applications will be accepted at the City Council office. Applicants shall complete the Application for Appointment to Interim City Council 4th Ward Representative Position which can be found on the City’s website or obtained at the Council Office. Applications are a public record subject to public disclosure and will be printed in the Council agenda packet for the April 2, 2007, City Council meeting.

II. Public presentation by candidates at a special meeting April 4, 2007, 7:00 p.m., in City Council chambers. Candidates will be allowed 5 minutes for a presentation to City Council on their interest and qualifications for this position.

III. City Council will adjourn to executive session following the candidate presentations to evaluate qualifications of the candidates.

IV. Final action appointing a candidate to elective office shall be taken in the open public meeting.

- Any Council member may nominate a candidate
- Nominations do not require a second
- Candidates are voted on in order of nomination
- As soon as one candidate receives a majority vote the Council president declares him or her appointed and there is no vote on the remaining candidates
- If the City Council cannot agree after 30 days have passed, then Mayor selects from those candidates nominated by members of City Council.

V. The person appointed to the interim City Council 4th Ward position serves from the date of appointment until the person elected in the November 2007 election takes office, November 27, 2007, the date the election results are certified and the person is qualified.
City of Bellingham Charter
Section 2.06 Elected Officers—Vacancies

Should a vacancy occur in the office of any City elected official pursuant to the provisions of state law or this Charter, that vacancy shall be filled under the provisions of this section.

A vacancy in the office of any City elected official shall be filled for the remainder of the unexpired term, if any, at the next municipal general election; but the Council, or the remaining members thereof, by majority vote, shall appoint a qualified registered voter to fill the vacancy until the person elected to serve the remainder of the unexpired term takes office. A vacancy in a ward council position shall be filled by the appointment of a qualified registered voter of that ward.

If at any time the membership of the Council is reduced below the number required for a quorum because of vacancies therein, the remaining members, nevertheless, by majority action, may appoint additional members to fill the vacancies until persons are elected to serve the remainder of the unexpired term.

If, after 30 days have passed since the occurrence of a vacancy, the Council is unable to agree upon a person to be appointed to fill a vacancy in the Council, the Mayor shall make the appointment from among the persons nominated by members of the Council.