

12/14/16
City Council mtg
item 3
handout

Council Member Appointment Process

Objective: Appoint a replacement well before 1/27/2017 goal-setting session

Submit application by 1/6

Very simple application:

- What qualifies you to serve on MH City Council?
- Your top three priorities for MH if appointed
- Why should you be chosen over anyone else?

Special meeting 1/12-1/15 (find mutually available time)

- Each Councilmember brings applicant rankings 1-2-3
- Assign points to each applicant where 1=3 pts, 2=2 pts and 3=1 pt, get totals/overall ranking
- Discuss next steps – appointment now or interviews on 1/18
- If interviews, finalize how many, who and discuss questions/process of interviews

If appointment made, swear in at 1/18 meeting

Interviews on 1/18 prior to regular agenda:

- Conduct interviews, each Council member asking questions
- Do similar overall ranking as done from applications
- Discuss results, determine who to appoint or process to finalize appointment

Appoint by 1/20 at latest to allow prep for goal-setting, swear in at 1/25 meeting