



Office of the City Clerk
Tina Barton

From: Leanne Scott, Deputy Clerk
 To: City Council Member
 Date: December 5, 2016
 Re: Election/Appointments of City Council Members

The following procedure has been provided in the past to help eliminate any confusion and inconsistencies; therefore, I felt it would be beneficial to provide it again.

President Opens the Floor for Nominations	
Council Members Nominate	
President Closes the Floor for Nominations <i>No Resolution is needed to close nominations</i>	
<p>If there are more nominations than positions:</p> <ul style="list-style-type: none"> • President asks for Roll Call Vote • Council Members Vote 	<p>If there is exactly the number of nominees needed to fill positions</p> <ul style="list-style-type: none"> • President announces nominee(s) have been unanimously appointed
<p>Majority Votes are elected</p>	<p>If no majority vote, nominee with fewest number of votes is dropped and voting continues until majority received</p>
Council President announces the winner	