



Office of the City Clerk  
Leanne Scott

From: Leanne Scott, City Clerk  
 To: City Council Members  
 Date: December 2, 2024  
 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><b>If there are more nominations than positions:</b></p> <ul style="list-style-type: none"> <li>• President asks for Roll Call Vote</li> <li>• Council Members Vote</li> </ul>	<p>If there is exactly the number of nominees needed to fill positions</p> <ul style="list-style-type: none"> <li>• President announces nominee(s) have been unanimously appointed</li> </ul>
<p><b>Majority Votes</b> are elected</p>	<p><b>If no majority vote,</b> nominee with fewest number of votes is dropped and voting continues until majority received</p>
Council President announces the winner	