

A RESOLUTION OF THE COUNCIL OF THE CITY OF
NORMAN, OKLAHOMA SETTING FORTH A PROCESS
FOR COUNCIL TO FOLLOW IN THE EVENT OF A
VACANCY ON CITY COUNCIL.

- § 1. WHEREAS, Article II, Section 22 of the Norman Charter declares there to be a vacancy in office whenever the officeholder ceases to possess some qualification for the office, dies, resigns, is removed from office by proceedings by a Court of competent jurisdiction, is declared legally incompetent by a Court of competent jurisdiction, or ceases to reside in the ward for which elected, except by reason of reapportionment; and
- § 2. WHEREAS, Article II, Section 22 of the Norman Charter further requires that any vacancy occurring on the City Council shall be filled by a majority vote of the remaining members of the City Council; and
- § 3. WHEREAS, Article II, Section 22 of the Norman Charter states that if City Council fails to fill any vacancy by majority vote within sixty (60) days of its occurrence, City Council must call and schedule a special election to fill the vacancy for the unexpired term.
- § 4. WHEREAS, there has not been a consistent process employed over the years to fill City Council vacancies; and
- § 5. WHEREAS, after a number of Council vacancies between 2019 and 2021, Council expressed a desire to adopt by resolution a process for filling vacancies that could be used to provide consistency and ensure resident input.

NOW, THEREFORE, be it resolved by the Council of the City of Norman:

- § 6. THAT, within five (5) days of learning of a Council vacancy, the City Manager shall ensure an Application for the Ad Hoc Selection Committee for Council Vacancy and the City Council Application (attached hereto as Exhibit A) are posted prominently on the City's website.
- § 7. THAT, nominations to the Ad Hoc Selection Committee shall be limited to residents who reside in the ward for which a vacancy has occurred.
- § 8. THAT, the City Manager shall place five (5) nominations from the Mayor for the Ad Hoc Selection Committee on the next available Council meeting agenda for Council confirmation.
- § 9. THAT, Staff shall work with the members of the Ad Hoc Selection Committee to schedule a meeting as soon as possible after its appointment to review the process to be followed, to consider whether any ward specific questions should be added, to review Applications for Council Seat received by the City Clerk, to determine which applicants to interview, and to select an interview date.

§ 10. THAT, the Ad Hoc Selection Committee shall meet and conduct all interviews for the vacant Council seat in one meeting, leaving time for deliberation and the selection of an applicant to forward to City Council for its consideration on the next available Council meeting agenda.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2022.

Stephen T. Holman
Mayor Pro Tem

ATTEST:

Brenda Hall, City Clerk