AN ORDINANCE introduced by Councilmembers Duane Pomeroy, Lisa Stubbs and Harold Lane establishing a process for the filling of vacancies in the offices of mayor or councilmember.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TOPEKA, KANSAS:

Section 1. Filling of vacancies in the office of mayor or councilmember.

Subject to City of Topeka Charter Ordinance A2-24, as amended, the following process shall be followed when filling vacancies in the offices of mayor or councilmember.

a. Within one week of a vacancy in the office of mayor or councilmember, the City Clerk shall cause to be published in the official city newspaper a notice that applications are being sought for the filling of the open position.

b. The deadline for applications shall be at 5:00 PM on the day two weeks from the date of publication of the notice for the office of councilmember and four weeks from the date of publication of the notice for the office of mayor. Applications shall be submitted to the City Clerk.

c. The application shall include the following information:

i. A statement of qualifications and personal background.

ii. A statement addressing why the applicant wishes to serve in the office of mayor or councilmember (as applicable).

iii. A statement addressing what the applicant sees as the number one problem facing Topeka city government and how the applicant would seek to address the problem if chosen to serve.

d. Unless an alternative date and/or time is established by the City Council, the Council shall interview each applicant at the next regular council meeting following the application deadline.

e. At least one day prior to the interview date, the mayor and councilmembers may each submit one question to be asked of all applicants during the interviews.

f. Interviews shall be conducted in the order that applications are received.
g. Interviews shall consist of an opening statement by the applicant and the asking and answering of all submitted questions.

h. At the conclusion of the interviews the City Council may conduct an election to fill the vacant position, subject to the following rules:

i. The election shall be conducted only during a regular city council meeting. The election may be deferred to a subsequent meeting upon approval by the City Council of an appropriate motion. In no event shall an election be deferred later than the next regular city council meeting.

ii. Each councilmember and the mayor shall vote for one person on each ballot by indicating in writing his or her choice and signing the ballot before submitting it to the City Clerk.

iii. The City Clerk shall read the result of each ballot.

iv. Balloting shall end any time one applicant receives five votes.

v. If no applicant receives five votes in the final ballot, additional ballots shall be cast until one of the applicants receives five votes or the matter is deferred until a date certain, which shall not be later than the next regular council meeting.

vi. The council and mayor may confer after any ballot in any manner consistent with the Kansas Open Meetings Act.

Section 2. This Ordinance shall take effect and be in force from and after its passage, approval and publication in the official city newspaper.

PASSED and APPROVED by the City Council

AUG 19 2003

Harry Feltke, Mayor

APPROVED AS TO FORM AND LEGALITY
DATE 08/20/03 BY

TO BE CODIFIED

NOT TO BE CODIFIED

Iris E. Walker, City Clerk

08/20/03