



Legislation Text

File #: Res. 2017-021, **Version:** 1

City Council Meeting Date: March 21, 2017

To: Mayor and City Council
City Administrator

From: Deborah Little, City Clerk

Consider Resolution Ordering Special Election to Fill the Vacancy for Council Member At-Large

Action Requested:

The Northfield City Council is asked to approve the attached resolution ordering a special election on November 7, 2017 to fill the City Council At-Large vacancy.

Summary Report:

Council Member Rhonda Pownell was elected as Mayor on November 8, 2016 and was sworn into office as Mayor on January 3, 2017. Charter Section 3.3 states in part: "A person who is sworn in as mayor while holding a council seat thereby vacates the council seat." There were two years remaining in the Council Member At-Large term, with the term expiring on December 31, 2018. Northfield City Charter Section 3.5 requires that the Council declare the vacancy to exist and to appoint an eligible person to fill the vacancy. On January 10, 2017, Gregory Colby was appointed to fill the vacancy through December 31, 2017. Section 3.3 further states that: "if the vacancy occurs between January 1 and June 30, the appointee shall serve until the end of the current year. A replacement shall be elected on the first Tuesday after the first Monday in November of the year in which the appointment expires. A special election shall be held if no regular municipal election is scheduled for that date." The elected replacement will have a shortened one-year term expiring on December 31, 2018, thus filling the unexpired part of the Council Member At-Large term. A complete copy of Sections 3.3 and 3.5 are attached.

Per Northfield Charter Section 5.3, the City Council needs to order a special election by resolution. The procedure of the special election must conform as nearly as possible to that prescribed for other municipal elections, except that a primary election shall not be held for filling a vacancy on the council. A complete copy of Section 5.3 is attached.

The Special Election to fill the vacancy will be held on Tuesday, November 7, 2017. The term for the at-large elected position will be January 1, 2018 through December 31, 2018. Relevant timelines are noted below in the timelines section.

The Northfield School Board has had discussions about a possible special election in November. The Board has not made any decisions, but they are just exploring a possible special election in the fall. I have been contacted and have had very preliminary conversations about partnering on the election if they go forward with a special election. I will provide further information at a later date if this moves forward.

Alternative Options:

N/A

Financial Impacts:

It is anticipated that the Special Election will cost \$15,000 - \$20,000. There is money in the 2017 budget for this election.

Tentative Timelines:

Item/Action	Date
Declare Vacancy to Exist - Resolution 2017-002	January 3, 2017
Appoint Gregory Colby to Fill the At-Large Vacancy- Resolution 2017-003	January 10, 2017
Order a Special Election to Fill Vacancy	March 21, 2017
Candidate Filing	August 1 - August 15, 2017
Candidate Withdrawal Deadline	August 17, 2017 by 5:00 pm
Ballot layout is finalized	August 18, 2017
Absentee Ballots Available	September 23-November 6, 2017
Last day to Preregister for Election	October 18, 2017
Special Election	November 7, 2017
Canvass Election Results	November 14, 2017
Elected Candidate Sworn In	January 2, 2017