



City of Leavenworth

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City Council
Cheryl K. Farivar - *Mayor*
Elmer Larsen
Carolyn Wilson - *Mayor Pro-Tem*
Mia Bretz
Margaret Neighbors
Sharon Waters
Clint Strand
Position #1 - Vacant
Joel Walinski - *City Administrator*

**LEAVENWORTH CITY COUNCIL
SPECIAL MEETING AGENDA**
Leavenworth City Hall - Council Chambers
January 16, 2018 - 6:00 PM

Call to Order

Flag Salute

Roll Call

Resolutions, Ordinances, Orders and Other Business

1. Discuss: Conduct Candidate Interviews for Open Position No. 1 City Council Seat

Interview Schedule:

1. Larry Meyer - 6:05
2. Jason Lundgren - 6:25
3. Carl Florea - 6:45

Executive Session: RCW 42.30.110 (1)(h) Evaluate Qualifications of Candidates for Appointment to Elective Office.

2. Action: Motion to Appoint Candidate to Open Position No. 1 City Council Seat

Adjournment

(Next Ordinance is 1559 - Next Resolution is 1-2018)

SUPPLEMENTAL COUNCIL AGENDA

1. Conduct Candidate Interviews for Open Position No. 1 City Council Seat

This time is allocated for the interviews to be conducted, no motion is necessary for this portion of the meeting. In prior appointment processes, council members have asked interviewees to step out of the room during other candidate's interviews to allow for a fair process to each candidate. It is acceptable to request this; however, it is the legal right of each candidate to choose not to leave the room as this process is an open public process and all members are allowed to be present with exception to Executive Session.

Council will conduct a public interview of candidates. Candidates will be asked not to be in attendance of the other candidate interviews. Each interview is expected to be approximately 20 minutes. Candidates have been assigned the following interview times:

6:05 PM	Larry Meyer
6:25 PM	Jason Lundgren
6:45 PM	Carl Florea

- A. Following the Interview of Candidates, the Council will recess to an executive session to discuss and evaluate the qualifications of each candidate.
- B. The Council resumes the Special Meeting and selects a candidate:
 - i. Council members are provided a ballot with the list of the three candidates and each member identifies their top two candidates.
 - ii. All ballots are collected and for each ballot the City Clerk reads aloud the two selected candidates. Votes are tallied and the two candidates that receive the most votes are identified. In the event of a tie (except a tie among the top two), the process is repeated until two candidates only are identified with the most votes.
 - iii. Once the top two candidates are identified, the Council is polled on identifying who their top candidate is of the remaining two candidates. Votes are tallied. In the event of a tie, the Mayor will provide the tie-breaking vote.

2. Motion to Appoint Candidate to Open Position No. 1 City Council Seat

This item will be the final step to appoint the top candidate to the open position on the City Council.

MOTION: *The Leavenworth City Council moves to appoint _____ to fill the vacancy of Position No. 1 of the Leavenworth City Council effective January 16, 2018 through the term of office, December 31, 2019.*