

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: February 10, 2011**

SUBJECT: Council Vacancy Applicant Interviews

SUBMITTING DEPARTMENT: Town Clerk

PREPARED BY: Diane Russell, Town Clerk/Risk Manager for Larry Tarkowski, Town Manager

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: Finalist Applications

SUMMARY BACKGROUND: At its February 3rd Work Study Session, Council chose to proceed with an application and interview process in search of a potential Council member to complete the four-year unexpired term of Council member Harold Wise. Town Code Section 2-01-040 states that "The Council shall fill by appointment for the unexpired term any vacancy that may occur for whatever reason." The term expires in June 2013.

Council chose to advertise the vacancy and accept applications from any interested parties. Advertising was completed in both the Courier and Prescott Valley Tribune newspapers for the determined dates. Five applications were received by the February 1, 2011 5:30 p.m. application submittal date. At the February 3, 2011 Work Study session the applicants were allotted five (5) minutes each to address Mayor and Council as to why they are the best candidate for the council appointment and present what they feel are important issues faced by the Town and solutions to those issues. Applicants also presented any additional materials that they wished to be taken into consideration by the Council for the appointment.

Council reviewed the applications received and chose to interview all five applicants who are now being advanced for interviews by Mayor and Council at the February 10, 2011 Regular Council meeting. The five applicants are Michael Janiszewski, David Kyburz, Judy Smeltzer, Court Stringer and Don Tjiema. Council will consider nominating one candidate for appointment to the vacant council member position through secret ballot in open meeting. This candidate is scheduled to take the Oath of Office and be seated as a council member at the February 24, 2011 Regular Council meeting.

OPTION ANALYSIS: Council may nominate and vote, by ballot, for one applicant for appointment to fill the vacant Council member position or choose to advertise for additional candidates for consideration of appointment.

ACTION OPTION: Motion to appoint _____ to the existing vacant Council member four-year term expiring in June 2013, by electronic vote.

RECOMMENDATION: Staff recommends nominating and appointing one applicant to the vacant Council member seat.

FISCAL ANALYSIS: None.

REVIEWED BY:

Management Services Director _____ Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____