

2016 COUNCIL VACANCY TIME LINE AND PROCEDURE

<u>DATE</u>	<u>TASK</u>
July 25	Vacancy Occurred – Coulouris Resignation
July 26	Applications and Affidavit of Eligibility available in City Clerk’s Office
Aug 5 @ 5:00 pm	Deadline to file written application and Affidavit of Eligibility
Aug 8	Applicant Names Presented to Council <ul style="list-style-type: none">• Copies of applications are submitted to Council• Council sets COW meeting date/time• Council sets rules for the interview process and questions <p>City Clerk, Police Department, and Fiscal Services verify applicants in accordance with State Law and Charter requirements.</p> <ol style="list-style-type: none">1. Registered Voter,2. No person in default to the city shall be eligible for appointment or election to any city office, and3. Meet State law requirements:<ol style="list-style-type: none">a. Citizen of the United States of America;b. Age 18 years or more; andc. Resident of Michigan for 30 days.
Aug 22	Committee of the Whole (COW) interviews, and a Regular Council Meeting to appoint.