



The City of Taylorsville
City Council Selection Process
January 9, 2013

Dear Applicant for Vacant Taylorsville City Council District 3 Seat:

On January 9, 2013, the Taylorsville City Council directed the city administration to provide notice to the citizens of Taylorsville of the city council vacancy in District 3 due to the appointment of former City Council Member Jerry Rechtenbach to the office of Mayor. The notice includes an open solicitation to residents of District 3 who meet the statutory qualifications, to submit names of individuals interested in being considered for appointment to the City Council Third District.

City Council Member Appointment Process:

- I. The framework to fill an unexpired term of a municipal elected official is set by Utah law and can be found in the Utah Code Annotated (UCA).
 - A. UCA 20A-1-510 identifies the process and requires the legislative body to make the appointment of the municipal executive. The legislation does not allow for any local change to the appointment process such as a special election. The appointed individual will be appointed to serve as the city council representative from District 3 until December 31, 2013. If the appointed individual desires to continue serving as a member of the city council beyond December 2013, he/she will be required to run for election in November 2013 for a two-year term. The election filing period is June 1 – June 15, 2013.
 - B. The law requires that each person whose name was submitted for consideration and meets the qualifications for office will be interviewed in an open meeting, scheduled for January 30, 2013, beginning at 6:30 p.m.
 - C. Council members will vote to appoint a person to fill the city council vacancy of Jerry Rechtenbach following the interview process.

- II. In addition to filing the required Application for Candidacy form, qualified applicants are requested to submit to City Recorder Cheryl Peacock Cottle, the following information. Please be aware that all documents submitted will be classified as public record.
 - A. A statement of qualifications (not to exceed 200 words).
 - B. A written description of the applicant's vision for the city. This statement may be in addition to the 200-word statement identified in II A.
 - C. Resume or Vita, as well as any other materials each applicant believes would be helpful to the Council in making an informed decision.

III. The City Council has asked that the city administrator act as facilitator in presenting questions to each of the applicants. As such, I am asking that each participant agree to the following process:

A. Responses will be limited to three minutes for each question. Please respect the time allotment so that all participants are given a fair and equal opportunity to share their answers with the council.

1. We will conduct this portion of the interview process with a timer, where the speaker will be given a signal when 15 seconds are remaining of the three minutes to allow the speaker to summarize their thoughts and answers.
2. Please be respectful of the other participants' answers and time allotment. This is not a debate of issues, but an opportunity to share your qualifications and vision for the City of Taylorsville as a member of the legislative body.
3. I will also be asking citizens in attendance to respect the time allotment and the information that is being provided to the council by individual applicants. There should be no campaigning or electioneering in the city council chambers. There should be no cheering, jeering, or applause during this process.

B. Each applicant will be asked to respond to the following questions. Numbers will be placed in a bowl and drawn by each applicant to determine the interview order.

1. Why have you submitted your name to be considered for appointment to the Taylorsville City Council?
2. If you were appointed to the city council, what legislative issues and priorities are you most interested in pursuing?
3. Please share your understanding of the separate roles of the city council and the mayor (administration)?
4. Please share with the council your past service to the city, either as an appointed volunteer, a community project participant, or in any other capacity.
5. City Council members have the charge to represent the service delivery and quality of life issues of the residents in their respective districts. Council members approach this duty in a variety of ways. In addition to the required City Council meetings, members of the council who are well engaged often spend 25 to 36 hours per week working on city issues and consulting with citizens and staff. Please discuss your ability to dedicate sufficient time to this position of service.
6. What is your fiscal philosophy? Under what circumstances would you consider tax increases and/or bonding?

Other potential questions (second round)

7. Please provide an example of your greatest accomplishment or an activity of which you are most proud.
8. Please share your experience with legislative matters.
9. How willing are you to receive and implement constructive feedback from your constituents and others you work with?

Thank you for your willingness to serve our city and participate in this process.

Sincerely,

John Inch Morgan
City Administrator/City Treasurer