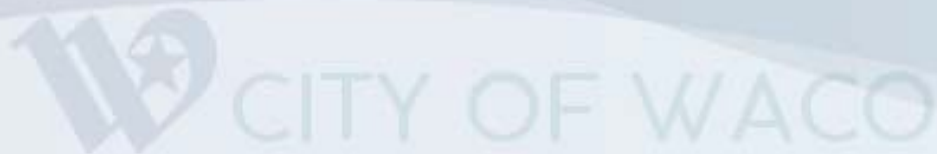


Vacancy-Filling Procedures

November 15, 2022

Michelle Hicks, City Secretary



Overview

- Charter Requirements
- Eligibility for Office
- Appointment Process/Timeline
- Notice to the Public

Waco City Charter

Article II, Section 4 of the Waco City Charter provides that vacancies in the Council arising from any cause shall be filled by a majority vote of the remaining members for the unexpired term or until the next City general election.

Eligibility for Office

- Be a United States Citizen
- Be 21 years of age or older (Charter)
- Have not been determined totally or partially mentally incapacitated without the right to vote by a final judgement of a court exercising probate jurisdiction
- Have not been fully convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities.

Eligibility for Office

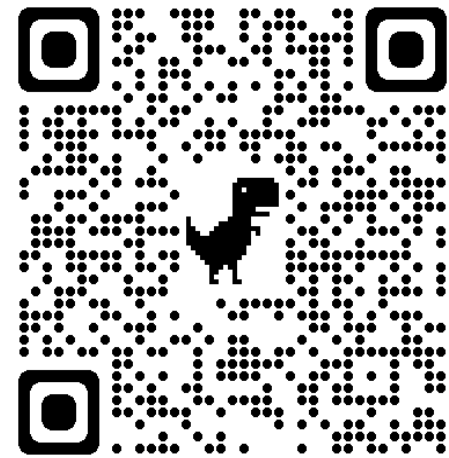
- Have resided in the State of Texas and City of Waco for 12 months and in District IV for six months immediately preceding the date the appointment is made. (Charter)
- Qualified voter of the State of Texas and City for 12 months immediately preceding the date appointment is made. (Charter)

Appointment Process/Timeline

Wednesday, November 16, 2022 - Public Notice on the application process.

Monday, November 21, 2022 - First Day to file application. Office hours to apply are Mon-Fri., 8:00 am to 5:00 pm.

Tuesday, January 3, 2023 - Last Day to file. Must be received by 5:00 p.m.



Appointment Process/Timeline

Tuesday, January 10, 2023

- Work Session: Interviews
- Executive Session: Discussion

Tuesday, January 17, 2023

- Executive Session: Discussion, if necessary
- Business Session: Resolution Appointing Representative to Fill the City Council District IV Vacancy
- Administer Oath of Office

Appointment Process/Timeline

General Election on May 6, 2023 – Districts II, IV, V

Filing Period:

- First Day to File for General Election – Wednesday, January 18, 2023
- Last Day to File for General Election – Friday, February 17, 2023

Notice to the Public

- Press Release
- MyWacoTV
- Published in the Waco Tribune Herald
- City of Waco Website
- Social Media
- Neighborhood Engagement Office



Questions



CITY OF WACO