



**CLARKSVILLE CITY COUNCIL
SPECIAL SESSION
SEPTEMBER 7, 2021, 4:30 P.M.**

**CITY COUNCIL CHAMBERS
106 PUBLIC SQUARE
CLARKSVILLE TN 37040**

AGENDA

- 1) CALL TO ORDER *Mayor Joe Pitts*
- 2) PRAYER *Councilperson Wanda Allen*
- 3) PLEDGE OF ALLEGIANCE *Councilperson DaJuan Little*
- 4) ATTENDANCE *City Clerk*
- 5) APPOINTMENT OF CITY CLERK
 1. **RESOLUTION 18-2021-22** Approving appointment of City Clerk *Mayor Pitts*
- 6) CITY COUNCIL VACANCIES *Mayor Pitts*
 1. Appointment of Ward 1 City Council Member and Oath of Office
 2. Appointment of Ward 5 City Council Member and Oath of Office
- 7) NON-PUBLIC MEETING
 1. Quarterly Outside Counsel Report *City Attorney*
- 8) RECONVENE PUBLIC MEETING
- 9) ADJOURNMENT

RESOLUTION 18-2021-22

A RESOLUTION APPROVING THE APPOINTMENT OF LISA CANFIELD AS
CITY CLERK

*BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLARKSVILLE,
TENNESSEE:*

That, in accordance with the Official Charter of the City of Clarksville, Article VI,
Section 2, the Clarksville City Council hereby approves the appointment of Lisa Canfield
as City Clerk effective October 1, 2021

ADOPTED:

CITY CODE

Sec. 1-210. - Procedure to fill vacancy in office of city council other than mayor.

a. Candidates applying to fill a vacancy on the city council, other than mayor, shall be qualified in accordance with the Official Charter of the City of Clarksville and general state law. Whenever a vacancy shall occur in the office of city council, other than mayor, the ward boundaries in effect at the time of the vacant member's election or appointment shall be used to determine the ward residency qualifications of applicants for the vacancy, except in cases of a general election where there has been reapportionment, in which case the most recently adopted reapportionment ward boundaries shall be used.

b. The city clerk shall publish notice of the vacancy, and within sixty (60) days of a vacancy occurring, all qualified applicants shall appear before the city council at a regularly scheduled meeting to make known their intention to apply to fill the vacancy, and may make a brief statement to the city council at such meeting concerning: the reasons for their desire to serve on the city council, their background, education, training, employment, military service, volunteer work, and such other matters as may be appropriate to an evaluation of their application, and may answer questions from city council members.

c. Within fourteen (14) days of the regularly scheduled meeting of the city council at which applicants appear to make known their intention to apply for the vacancy, the mayor, or mayor pro tem in the absence of the mayor, shall hold a special called meeting of the city council for the purpose of appointing an applicant to fill the unexpired term of the city council member whose office is vacant. Only those applicants who appeared at the previous regularly scheduled meeting and made known their intention to apply to fill the vacancy may be considered at the special called meeting for voting on the appointment.

d. During the special called meeting of the city council, the following voting procedure shall be used to appoint an applicant to fill the unexpired term of the city council member whose office is vacant:

(1) The appointed applicant shall be appointed only upon receiving a majority vote of the entire membership of the city council.

(2) Each applicant's name shall be announced by the city clerk, and thereafter each city council member may vote for only one applicant by roll call voice vote by stating the name of the applicant they vote for. If any applicant receives a majority vote or more of the entire membership of the city council, that applicant shall be approved and appointed to fill the vacancy for the unexpired term of the vacant member.

(3) If no applicant receives a majority vote or more of the entire membership of the city council during the first vote, then a second round of voting shall commence following the same procedure set forth above. At the conclusion of the second round of voting, any applicant who receives a majority vote or more of the entire membership of the city council shall be approved and appointed to fill the vacancy for the unexpired term of the vacant member.

(4) If no applicant receives a majority vote or more of the entire membership of the city council during the second vote, then a third round of voting shall commence. During the third round of voting, the city council shall not consider and no member of the city council may vote for the applicant having the lowest vote total during the preceding vote.

(a) If after the second round of voting, two (2) or more applicants are tied with the lowest vote totals from the preceding vote, then a separate run-off vote shall first be conducted, prior to the third round vote, between only the tied applicants with the lowest vote totals from the preceding second round vote, or between all applicants if all applicants received an equal number of votes. During this separate run-off vote, all city council members may vote, but only for one of the tied applicants, except for the mayor, or the mayor pro tem in the absence of the mayor, who shall not have a vote in the run-off vote. The applicant with the highest total number of votes in the run-off vote shall

continue to the third round of voting for consideration by the city council. In case of a tie vote during the run-off vote, the mayor, or the mayor pro tem in the absence of the mayor, shall break the tie by selecting from among those tied which applicant shall continue to the third round of voting by the city council.

(b) At the conclusion of the third round of voting, any applicant who receives a majority vote or more of the entire membership of the city council shall be approved and appointed to fill the vacancy for the unexpired term of the vacant member.

(5) Subsequent voting rounds, to include run-off votes, if necessary, shall be conducted in accordance with the provisions above until such time as an applicant shall have received a majority vote of the entire membership of the city council.

e. Upon approval and appointment by the city council, the applicant shall immediately thereafter be sworn by the mayor, or mayor pro tem in the absence of the mayor, and shall take their seat and hold office until the next general election.

(Ord. No. 70-2004-05, 4-7-05; Ord. No. 24-2013-14, § 1, 10-3-13)