

## **Article 7: Elections, Campaign Finance and Lobbying**

### **Division 9: Procedure for Filling Vacancies in Elective Offices by Special Election**

*(“Procedure for Filling Vacancies in Elective Offices by Special Election”  
renumbered from Division 24 and retitled on 7-26-1999 by O-18664 N.S.)*

#### **§27.0901 Purpose and Intent**

The purpose and intent of this division is to establish an orderly procedure for the City *Council* to follow in conducting a *special election* to fill a vacant office. It is the intent of this division that these procedures be the same for filling vacancies in all *elective offices*. This includes the offices of Mayor, City Attorney, and City *Council*. If a position is to be filled by *election*, the procedures provided for in this division shall be followed.

*(“Purpose and Intent” added 7-26-1999 by O-18664 N.S.)*

#### **§27.0902 Special Election to be Called**

If a vacancy occurs in the office of the Mayor, City Attorney, or a *Council* district for any reason other than a successful recall or removal *election*, and the vacancy is to be filled by *election*, the *Council* shall promptly call a *special election* to be held within ninety calendar days of the vacancy, unless there is a municipal, statewide, or countywide *election* scheduled to be held within 180 calendar days of the vacancy. If there is a municipal, statewide, or countywide *election* scheduled to be held within 180 calendar days of the vacancy, the *Council* may consolidate the *special election* with that *election*.

*(Amended 9-10-2001 by O-18979 N.S.)*

*(Amended 1-30-2015 by O-20454 N.S.; effective 3-1-2015.)*

*(Amended 11-20-2018 by O-21009 N.S.; effective 12-20-2018.)*

#### **§27.0903 Nomination Procedures**

*Candidate* nominations shall be conducted in accordance with the provisions of the nomination procedures in this article.

*(“Nomination Procedures” added 7-26-1999 by O-18664 N.S.)*

**§27.0904      Special Election to Conform to Other Elections**

To the extent practicable, when a vacancy in any *elective office* is to be filled in accordance with this division, the City *Clerk* shall conduct the *special election* in a manner conforming to other *candidate election* procedures, including procedures for write-in *candidates*, in this article.

(“*Special Election to Conform to Other Elections*” added 7-26-1999 by O-18664 N.S.)

**§27.0905      If Majority of Votes Cast, Winner Declared**

If one *candidate* receives the majority of votes cast for all *candidates* in the *special election*, the *candidate* receiving the majority of votes cast shall be deemed to be and declared by the City *Council* to be elected to the vacant office.

(“*If Majority of Votes Cast, Winner Declared*” added 7-26-1999 by O-18664 N.S.)

**§27.0906      If No Majority of Votes Cast, Run-off Required**

If no *candidate* receives a majority of votes cast in the *special election*, a special runoff *election* shall be held within ninety calendar days of the first *special election*, unless there is a municipal, statewide, or countywide *election* scheduled to be held within 120 calendar days of the proposed special run-off *election* date, at which time the City *Council* may consolidate the special run-off *election*, with that *election*. The two *candidates* receiving the highest number of votes cast for the vacant seat in the first *special election* shall be the only *candidates* for the vacant seat; and, the names of only those two *candidates* shall be printed on the ballots to be used at the run-off *election*.

(“*If No Majority of Votes Cast, Run-off Required*” added 7-26-1999 by O-18664 N.S.)

(Amended 1-30-2015 by O-20454 N.S.; effective 3-1-2015.)

**§27.0907      Date to Assume Office**

A *candidate* elected to the office of the Mayor, City Attorney, or a *Council* district, at either the *special election* or at the special run-off *election* called by the *Council* to fill a vacant *elective office*, shall be declared elected for the unexpired term of their predecessor and shall assume their office at the time the *Council* adopts the resolution declaring the results of such *election* to the vacant office.

(Amended 9-10-2001 by O-18979 N.S.)

(Amended 1-30-2015 by O-20454 N.S.; effective 3-1-2015.)

(Amended 11-20-2018 by O-21009 N.S.; effective 12-20-2018.)

(Amended 6-27-2023 by O-21667 N.S.; effective 7-27-2023.)