

# City Council Agenda Memo

**From:** Bonnie Foster, City Clerk

**Council Meeting:** May 15, 2025

**Subject:** City Council Vacancy

**Presenter(s):** Bonnie Foster, City Clerk  
Steve Britzman, City Attorney

## **Summary:**

A call for Applications to fill the Vacant City Council Seat was posted March 14<sup>th</sup>. Deadline for Applications was April 4<sup>th</sup>. This item is presented at a Study Session to allow discussion for the selection and appointment to fill the City Council vacancy.

## **Item Details:**

A City Council member vacancy was created when Council Member Andrew Rasmussen submitted his resignation effective February 28, 2025. The City issued a press release seeking applicants for the vacant City Council seat. The appointed City Council member would serve until the next regular municipal election (April 2026), with the appointed term expiring on April 30, 2026. Applicants must be a Brookings resident for a minimum of six months and registered to vote in Brookings.

Any vacancy occurring in the office of Mayor or City Council must be filled pursuant to City Charter, Section 2.06 - Vacancies; Forfeiture of Office; Filling of Vacancies:

City Charter Reference - Filling of Vacancy. (d) Filling of Vacancies. Filling of Vacancies. Except as provided below, a vacancy in the office of Mayor or of a City Council Member shall be filled for the remainder of the unexpired term at the next regular City election. The Council by a majority vote of all its remaining members shall appoint a qualified person to fill the vacancy until the person elected to serve the remainder of the unexpired term takes office. However, if the vacancy occurs less than sixty days prior to the next regular City election, then the person appointed to fill the vacancy shall continue to serve and the vacancy shall be filled at the regular City election immediately following the next regular City election. Notwithstanding the requirement in Section 2.11, if at any time the membership of the Council is reduced to less than 6, the remaining members shall, within sixty (60) days, fill the vacancies by appointment or call for a special election to fill the vacancies.

The appointment process is further defined in City Council Policy #205 – Vacancies.

The applicants were invited to this Study Session to provide additional information and respond to questions. The City Council is scheduled to vote on the appointment at the April 22, 2025 City Council meeting.

Applications have been received by the following individuals:

- Al Austreim
- Larry Ayres
- Eric Griggs
- Lisa Hager
- Michael Lambertus
- Hannah Markley
- Blake Stevens
- Zeno Wicks III

**Supporting Documentation:**

Process and Timeline

Press Release

Application

Code of Ethics

City Charter

City Council Policy #205 - Vacancies