

Neighborhoods Commission Caucus Procedures 2016

The 2016 Caucus will be held in the Spring to nominate commissioners from even-numbered districts. Those commissioners' terms will begin July 1, 2016. Prior to the caucus, the Neighborhoods Commission will review and update the caucus procedures.

The following procedures from past caucuses are provided as a sample. Please note that the Neighborhoods Commission now has two commissioners from each City Council district, and there are no longer alternate members of the commission.

Past Caucus Procedures

Neutral moderator / facilitator will provide welcome, introductions, ground rules, and explanation of the caucus process to all in attendance in each of the ten (10) respective council district caucuses.

Candidate opening statements: two (2) minutes each (chosen in random order).

Question and answer period: All candidates will have the opportunity to briefly respond (one minutes answers) to four (4) questions provided by delegates, The questions shall be received, reviewed, and asked to the candidates by the neutral moderator/ facilitator to prevent repetition and inappropriate questions.

Each candidate shall be provided with time for a one (1) minute closing statement prior to the balloting.

There will be a caucus period provided (time for delegates to talk one-on-one with the candidates and members of the community in attendance). Additional caucus time may be requested and provided by the moderator/ facilitator during the process as needed to promote dialogue and resolve "ties" in the balloting process.

In the initial (first) round of balloting, each Delegate shall choose five (5) candidates. Any candidate who receives a majority of votes cast by all delegates voting shall be

elected. If on the initial ballot fewer than three (3) commissioners and two (2) alternates are elected by majority vote, successive rounds of balloting shall occur with the single lowest ranking candidate eliminated on each successive round until such time as three (3) commissioners and two (2) alternates have been elected by a majority of votes cast by all delegates voting.

There will be successive rounds of public balloting in which designated delegates in each of the ten (10) respective council district caucuses select three (3) commissioners and two (2) alternates.

To be elected to a commissioner seat, a candidate must receive a majority vote of the delegates in attendance at the caucus.

The two candidates elected by a majority of votes cast by all delegates voting who received the lowest number of votes or who were elected in the latest of successive rounds of voting shall be considered alternates. As between the two alternates, the alternate with the higher number of votes or who was elected earlier in successive rounds of voting shall be considered the first alternate. The other alternate shall be considered the second alternate. If a Neighborhoods Commissioner leaves the position during his or her term, the first

alternate from the same council district shall then move into the position of commissioner. If a second Neighborhoods Commissioner from the same council district leaves the position during his or her term, the second alternate from the same council district shall then move into the position of commissioner. In the event there

is an equal number of votes between the third and fourth and any additional candidates for commissioner in a given council district, successive rounds of voting shall take place to determine which of these candidates shall become a commissioner and which an alternate.

In the event that not all five Neighborhood Commissioner and alternate seats are filled during the caucus process for a given council district, the status of open seats shall be reviewed and resolved by the Neighborhoods Commission once the group is seated.

Names of those individuals chosen through the Neighborhood Caucus process will be provided to the City Council, who will formally ratify and appoint commissioners.