

## **District 3 Vacancy Appointment Process**

### ***Guide for Candidates and Council Members***

In accordance with Utah Code 20A-1-510, when a council member's position becomes vacant, a specific process must be followed to fill that position. Here's what will happen at the Monday, November 24<sup>th</sup> meeting, beginning at 5:00 PM in the Community Forum on the 2<sup>nd</sup> floor of Millcreek City Hall, 1330 E Chambers Avenue:

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#### **1. Procedures Explained**

City Recorder Elyse Sullivan will explain the process, so everyone understands what to expect. Time limits will be strictly enforced.

#### **2. Candidate Self-Introductions (1 minute each)**

Each candidate who declared for the council member position will have **one minute** to introduce themselves to the council.

#### **3. Question and Answer Session (10 minutes each)**

The candidates will be invited to exit the meeting during the interviews of other candidates. City Manager Mike Winder will take them to the Grandeur Conference Room on the 2<sup>nd</sup> floor, bring candidates in and out at the appropriate times, and ensure they are seated at the proper times.

The order of in-person interviews will be by the 2024-2025 Master Ballot Position List established by the Office of the Lt. Governor, as listed below. The mayor and council members will ask the candidates questions. Each candidate will have up to 2 minutes to respond to each question. The question-and-answer period will last approximately 10 minutes per candidate.

- Amber Measom (participating electronically)
- Linda Zenger
- Ian Wright
- Leslie Moss
- Matthew Gardner
- Michael Gura
- Nathan Gibby
- Patti Hession
- Nicole Handy

#### **4. Closing Statements (2 minutes each)**

Each candidate will have **two minutes** to make their final comments or pitch to the council.

## **5. Deliberation and Voting**

- The council will publicly deliberate on the candidates.
- The initial voting will be by secret ballot; no one will know how individual council members voted unless they publicly state their vote. As set forth in Utah Code 20A-1-510(6), Mayor Cheri Jackson may only vote in the event of a tie.
- Each council member indicates their choice on the provided ballot.
- The City Recorder collects and tabulates the ballots.
- The candidate who receives the most votes wins. With three voting council members (Silvia Catten, Thom DeSirant, and Bev Uipi), a winner will be determined by a 3-0 or 2-1 vote. In the event the ballots are 1-1-1, Mayor Jackson will break the tie.
- The council will then approve a resolution appointing the new council member.

## **6. Appointment and Swearing-In**

After the council approves the resolution appointing the new councilmember, the appointee will be officially sworn in by the City Recorder and will serve until the next municipal election in 2027.

**MILLCREEK, UTAH**  
**RESOLUTION NO. 25-42**

**A RESOLUTION OF THE MILLCREEK COUNCIL FILLING THE MID-TERM  
VACANCY OF COUNCIL DISTRICT 3**

**WHEREAS**, the Millcreek Council ("*Council*") met in a meeting on November 24, 2025, to consider filling the mid-term vacancy of Council District 3; and

**WHEREAS**, Cheri Jackson submitted her resignation as Council Member for District 3, effective November 10, 2025; and

**WHEREAS**, on November 6, 2025, the City gave notice of the following: (1) there is a vacancy of Council District 3 due to the Midterm Resignation, (2) as a result of the vacancy the Council needs to appoint an Interim Council Member, (3) the Council will accept application from qualified registered voters to be considered for the appointment of Interim Council Member, (4) the deadline for application was November 14, 2025, (5) the Council will interview applicants at a duly noticed public meeting on November 24, 2025, and (6) following the interviews in the open meeting the Council will appoint an Interim Council Member to serve the remaining term of Cheri Jackson; and

**WHEREAS**, on or before the deadline, the City received applications from the following qualified registered voters of the City: Linda Zenger, Ian Wright, Amber Measom, Leslie Moss, Matthew Gardner, Michael Gura, Nathan Gibby, Patti Hession, and Nicole Handy; and

**WHEREAS**, on November 24, 2025, the Council allowed Mayor Cheri Jackson to interview applicants, and the Council interviewed Linda Zenger, Ian Wright, Amber Measom, Leslie Moss, Matthew Gardner, Michael Gura, Nathan Gibby, Patti Hession, and Nicole Handy; and

**WHEREAS**, following the interviews in the public meeting on November 24, 2025, the Council took an initial vote to fill the mid-term vacancy, provided, however, pursuant to Utah Code section 20A1-510 (6), Mayor Cheri Jackson was not allowed to vote on the appointment to fill the mid-term vacancy except in the case of a tie; and

**WHEREAS**, the initial vote indicated that \_\_\_\_\_ be appointed to fill the mid-term vacancy of Council District 3.

**NOW, THEREFORE, BE IT RESOLVED** by the Council that \_\_\_\_\_ be appointed to fill the mid-term vacancy of Council District 3 to serve the remaining term with all the authority and responsibility of that office and direct that \_\_\_\_\_ be sworn in on November 24, 2025.

This Resolution shall take effect immediately.

**PASSED AND APPROVED** by the Council this 24<sup>th</sup> day of November 2025.

## MILLCREEK

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Cheri Jackson, Mayor

**ATTEST:**

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Elyse Sullivan, City Recorder

### Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Uipi	Yes	No