

**NEWTON CITY COMMISSION  
ADOPTED PROCEDURE  
FOR FILLING THE CITY COMMISSION VACANCY**

The Newton City Commission announces that it is seeking persons who have an interest in fulfilling the unexpired term of Commissioner Curtis Nightingale whose current term will expire in April, 2009. Legal qualifications to serve are as follows:

- Must be a citizen of the United States
- Must be a resident of the City of Newton
- Must be a current registered voter still legally eligible to vote

The selection procedure will be as follows:

1. Interested persons may submit a letter of interest to the Office of the City Clerk. **The deadline for submission of letters of interest is Tuesday, August 21, 2007, at 4:00 p.m.** This may be mailed to PO Box 426 so that it is received by the deadline, or hand-delivered to the Office of the City Clerk in City Hall at 201 E. Sixth Street. Letters of interest should include the following:
  - (a) Educational and employment history;
  - (b) Experience in positions of leadership;
  - (c) Other relevant experience or qualifications;
  - (d) Statement of skills and viewpoints the candidate would bring to the office;
  - (e) Statement of what the candidate's vision is for the community; and
  - (f) Names and contact information as to persons who can serve as references.
2. Each City Commissioner may also provide to the City Clerk names of persons they would like to have considered. Each Commissioner is responsible for determining that any such person is willing to accept the position, and to see to the submission of background and qualification information on such person.
3. On Wednesday, August 22, 2007, the City Clerk will convey to the Commissioners a list of all names received, along with any background information received.
4. Any Commissioner can add candidate names to the list by notifying the City Clerk up until noon, August 24, 2007, and the City Clerk will then notify all Commissioners.
5. At the August 28, 2007, City Commission meeting the four sitting Commissioners will select the successor to Commissioner Nightingale under the following procedure.
  - (a) The final list of possible candidates will be reviewed.
  - (b) By written ballot each Commissioner will designate up to three of the candidates which the Commissioner regards as the top candidates for election.
  - (c) Each of the ballots will be publicly read and those results tabulated.
  - (d) The list will be reduced to include only candidates named on at least two ballots.
  - (e) Thereafter further balloting will be conducted with each Commissioner designating one person off of the remaining list. Ballots will be publicly read.
  - (f) At any time following conclusion of any such balloting a motion may be entertained for the election of a candidate. Any such motion, if seconded, shall be voted upon, with three votes in favor of the motion being necessary for the election of a candidate to the Commission.