



Municipal Technical Advisory Service  
INSTITUTE *for* PUBLIC SERVICE

Published on *MTAS* (<http://www.mtas.tennessee.edu>)

August 05, 2020

## Aldermanic Appointment Resolution

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Dear Reader:

The following document was created from the MTAS website ([mtas.tennessee.edu](http://www.mtas.tennessee.edu)). This website is maintained daily by MTAS staff and seeks to represent the most current information regarding issues relative to Tennessee municipal government.

We hope this information will be useful to you; reference to it will assist you with many of the questions that will arise in your tenure with municipal government. However, the *Tennessee Code Annotated* and other relevant laws or regulations should always be consulted before any action is taken based upon the contents of this document.

Please feel free to contact us if you have questions or comments regarding this information or any other MTAS website material.

Sincerely,

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## Aldermanic Appointment Resolution

Reference Number: MTAS-1030

### EXAMPLE OF AN ALDERMANIC APPOINTMENT RESOLUTION

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF ANYTOWN, TENNESSEE APPOINTING MARY SMITH TO FILL THE UNEXPIRED ALDERMANIC TERM OF JOHN DOE.**

**WHEREAS**, Alderman *John Doe* has submitted his resignation from the *Anytown* Board of Mayor and Aldermen; and

**WHEREAS**, the *Anytown* Board of Mayor and Aldermen has adopted a Resolution to accept the resignation of John Doe from the Board of Mayor and Aldermen; and

**WHEREAS**, Section 10 of the *Anytown* City Charter requires the Board of Mayor and Aldermen to appoint a qualified citizen to fill the aldermanic vacancy created by John Doe's resignation, and that such appointee shall serve the remainder of the vacant term of office or until the next regular general election, whichever shall occur first; and

**WHEREAS**, *John Doe's* term of office was scheduled to expire with the election scheduled for November 4, 2014 and the next regularly scheduled general election is scheduled for November 6, 2012; and

**WHEREAS**, *Mary Smith of 1320 South Columbus Street* in *Anytown* has agreed to fill the Aldermanic vacancy created by *John Doe's* resignation.

**NOW, THEREFORE, IN CONSIDERATION OF THESE FACTS, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF ANYTOWN, TENNESSEE, AS FOLLOWS:**

- 1. Appointment to the Board of Mayor and Aldermen.** Mary Smith is hereby appointed to the position of Alderman in the City of *Anytown*, Tennessee.
- 2. Term of Office.** Pursuant to Section 10 of the *Anytown* Private Act Charter, *Mary Smith* shall serve as Alderman until after the next regular general election, scheduled for November 6, 2012 and until her successor to office has been elected and qualified.
- 3. Effective Date.** This Resolution shall be in full force and effect from and after its date of passage by the Board of Mayor and Aldermen of the City of *Anytown*.

**PASSED AND APPROVED THIS 12<sup>TH</sup> DAY OF AUGUST, 2011 BY A ROLL CALL VOTE OF THE ANYTOWN BOARD OF MAYOR AND ALDERMEN.**

\_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
City Recorder

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**Source URL (retrieved on 08/05/2020 - 7:01am):** <http://www.mtas.tennessee.edu/reference/aldermanic-appointment-resolution>



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