



MEMORANDUM

Date: December 5, 2017
To: Mayor Coursey and Members of the City Council
From: Daisy Gomez, City Clerk
Subject: Election of Vice Mayor

Santa Rosa City Charter Section 15 requires the Council to select one of its members as Vice Mayor each November in odd-numbered year. Attached for the Council's information are the provisions of the City Council Manual of Procedures and Protocols that outline the process for election of the Vice Mayor.

Attachment - Section XII of the City Council Manual of Procedures and Protocols