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**ELECTION OF DESIGNATED  
PRESIDING OFFICER TO PRESIDE  
OVER COUNCIL MEETINGS IN  
ABSENCE OF BOTH MAYOR AND  
VICE MAYOR**

City Council Meeting  
December 6, 2016



# Recommendation

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It is recommended by staff that the Council: 1) pass a motion by two-thirds vote, suspending the procedures in Section III(A) of the Manual of Procedures and Protocols for the selection of a presiding officer in the event of the absence of both the Mayor and Vice Mayor; and 2) elect a “Designated Presiding Officer” for a term of one year to preside over Council meetings in the event of the absence of both the Mayor and Vice Mayor, using the procedures set forth in Section XII(C) of the Manual of Procedures and Protocols for the election of Mayor and Vice Mayor.

# Election of Designated Presiding Officer

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Section III (A) of the Council's Manual of Procedures and Protocols provides that the Mayor shall be the Presiding Officer at all meetings of the City Council, and that in the absence of the Mayor, the Vice Mayor shall preside.

Section III(A) further requires that, in the absence of both the Mayor and Vice Mayor, the Councilmembers present shall select a temporary presiding officer to serve until the arrival of the Mayor or until adjournment.

# Procedure

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Staff recommends that the Council suspend the procedures in Section III(A) with a two-thirds vote, and use the same procedures in Section XII(C) that Council uses for electing a Mayor and Vice Mayor to elect a Designated Presiding Officer for a term of one year.