

ELECTION OF VICE MAYOR



City Council Meeting
November 18, 2025

Recommendation

The City Attorney and City Clerk recommend that the Council elect a Vice Mayor as required by the City Charter.

Election of New Vice Mayor

- Charter requires the Council, at the time it selects a Mayor and in November of each odd-numbered year, to select one of its members as Vice Mayor.
 - Vice Mayor serves as Mayor Pro Tem in the absence of Mayor.
 - Vice Mayor serves a one-year term.
- City Council Manual of Procedures and Protocols describes selection process for Vice Mayor.
 - These rules were recently updated by Council.

Updated Nomination Rules

- Presiding Officer calls for nominations for Vice Mayor.
- Nominations require a second and nominee's acceptance.
- Each Council Member may nominate OR second the nomination of only one Council Member, but may not both nominate and second a nomination.
- No Council Member may nominate themselves but may second a nomination for themselves.
- If a nomination is invalid (no second or no acceptance), the nominator/seconders may make or second a new nomination.
- Once all nominations are made, Presiding Officer closes nominations.

Selection Process: One Valid Nominee

- If there is only one valid nominee, the Presiding Officer declares that person to be elected Vice Mayor by unanimous consent.

Voting Process: If 2 or 3 Nominees

- Each Councilmember “shall” vote by written ballot for one of the valid nominees.
 - Any ballot with vote for any other person = invalid
 - Any ballot with votes for more than one person = invalid
- The Clerk reads ballots aloud after all votes are cast.
- If a nominee receives 4 or more votes, the Presiding Officer declares that individual to be elected.

Selection Process: Elimination & Revote

- If no valid nominee receives at least 4 votes, then the following elimination rules are applied:
 - Nominees receiving 0 votes = eliminated unless would result in only 1 remaining nominee.
 - If no nominees received 0 votes, then nominees receiving 1 vote = eliminated unless would result in only 1 nominee remaining.
- If any nominee is eliminated, then revote by ballot to select one of remaining valid nominees.

New Rule to Get Unstuck: Run-Off Vote

- If there is a 3/2/2, 3/1/1, or 2/1/1 vote, then a run-off vote (by ballot) is taken to eliminate one of the two nominees tied with the lowest votes.
- Following elimination of one nominee by run-off vote, the Council revotes (by ballot) to select one of the two remaining nominees.

New Rule to Get Unstuck: No Other Process to Move Forward

- If there is a completely tied vote (e.g. 3/3; 2/2; or 2/2/2), or other circumstance where there is no other established process to move forward, then Council “shall” discuss and consider taking one of the following actions:
 - Revote by written ballot; OR
 - Decide, by motion, to select Vice Mayor from the remaining nominees by random selection (drawing name from a hat or other container).

Questions

Any Questions?