

EXCERPT—CITY COUNCIL PROTOCOL MANUAL 2021

2.3—Selection of Mayor and Vice Mayor

The Council rotates/selects the Mayor and Vice Mayor each year on the Thursday immediately following the second Wednesday in December. The City Council believes that experience as a Councilmember will assist those who are selected to serve as Mayor or Vice Mayor, and has outlined a process that provides Councilmembers an opportunity to gain experience in cycles of governing prior to assuming their respective offices. Rotation to Vice Mayor is based on the length of time a councilmember has served since last being elected mayor and if needed the total vote count of his/her last election and works as follows:

1. The Vice Mayor rotates to the position of Mayor.
2. The member with the most continuous time of service on the Council who has not previously served as Mayor will be selected as Vice Mayor.
3. If two or more members have equal time of continuous service, the member who received the highest number of votes at his/her election shall be selected.
4. If a Councilmember is appointed to fill a mid-term vacancy, that Councilmember will go to the bottom of the rotational list.
5. Incumbent Councilmembers, when re-elected, do not begin anew at the bottom of the list, but rather retain their placement in the rotation.
6. A Councilmember may decline to serve as Mayor or Vice Mayor. In this case, the office would pass to the next Councilmember on the list. The Councilmember who declined may drop back one position in the rotation.
7. When the Council reorganizes, the outgoing Mayor will nominate the Vice Mayor to succeed him/her. The newly appointed Mayor will then nominate the next Councilmember in the rotational sequence to serve as Vice Mayor for the coming year.

The process described above shall guide the Council's selection of the Mayor and Vice Mayor; however, a majority of the City Council retains the authority to disregard the process and select any member of the City Council for these positions.