

Mayor
John Murray
Mayor Pro Tem
Mary Hornsby
Council Members
John Plourde
Willard Rodarmel
William Siegel



**Office of the
City Clerk**

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To: Lemoore City Council Item # 6
From: Nanci Lima, City Clerk
Date: December 3, 2010
Subject: City Council Reorganization - Election of Mayor and Mayor Pro Tem

Discussion:

Now that the new Council is seated it is time for the election of the Mayor and Mayor Pro Tem. While Lemoore's Municipal Code is silent on the election of the Mayor and Mayor Pro Tem; the City's practice is that every 2 years there is an election of Mayor and Mayor Pro Tem among the Council Members.

Duties of the Mayor included:

1. The Mayor presides over the regular and special meetings of the Council.
 - a. Keeps the discussion focused on the issues.
 - b. Prevents overly dominant members from having a disproportionate influence.
 - c. Solicits opinions, feelings, and positions from reticent members.
 - d. Discourages finger pointing and blame-oriented statements or questions.
 - e. Protects colleagues and staff from verbal attacks.
 - f. Encourages the generation of alternative solutions.
 - g. Protects new thought from being rejected prior to consideration.
 - h. Delays evaluation and analysis of alternatives until all are on the table.
 - i. Moves the meeting along and does not let the elected body drift off the subject at hand.
 - j. Guides the process of screening alternatives and selecting a solution.
 - k. Attempts to build consensus among members during the meetings only.
2. The Mayor has the authority to call special Council meetings.
3. The Mayor has the authority to cancel regular Council meetings.
4. The Mayor has the authority to suppress disorderly conduct at meetings held in the Council Chambers with the aid of the Police Chief or a police officer.
5. Committee/Commission appointments by the Mayor are subject to the approval of two-thirds of the Council Members present.
6. The Mayor is required to sign all ordinances, resolutions and City Council minutes.
7. The Mayor signs all letters from the Council.
8. The Mayor approves and signs all proclamations.
9. Represents the City at Civic and Community functions such as:
 - a. Chamber of Commerce Annual Meeting (Proclamations presented for Citizen of the Year, Business of the Year, Organization of Year)
 - b. Chamber Ag Dinner (Proclamations presented for Agriculturalist of the Year, Agricultural Supporter of the Year)
 - c. Quarterly City/County Coordinating Meetings
 - d. Possible service club meetings

- e. Not required but usually attends 6 South San Joaquin Valley Division League of California Cities meetings
- f. Miscellaneous meetings where the Mayor's presence is requested

The Mayor Pro Tem assumes the duties of the Mayor when the Mayor is not available.

Reorganization Procedure:

Once the newly elected Council Members are sworn in, the City Clerk, holds the election for Mayor. This process includes the following:

The City Clerk declares that nominations are open for the office of Mayor. The City Clerk accepts nomination(s) from the Council Members. You may nominate more than one person for a position and you may nominate yourself for a position. When there are no further nomination(s), the City Clerk will close the nominations and take a roll call vote. If there is more than one nomination, a vote will be taken in last name alphabetical order of the nominations. You may vote for more than one person for the position. The Mayor is elected by majority vote, three (3) votes; if a tie occurs there will be a runoff vote. Following the vote(s), the City Clerk declares the Mayor elected.

Once the newly elected Mayor is seated, the Mayor holds the election of the Mayor Pro Tem in the same manner as outlined for Mayor.

Those Council Members who have expressed an interest in serving as Mayor are listed in alphabetical order:

John Murray (will serve if nominated)
John Plourde
Willard Rodarmel

Budget Impact:

The City Council Members receive a stipend of \$300.00 per month; the Mayor receives an additional \$100.00 per month for a total of \$400.00 per month.

Recommendation:

Staff recommends that the election of the Mayor and Mayor Pro Tem be held.