

DATE SUBMITTED 12/15/2018
 SUBMITTED BY City Clerk
 DATE ACTION REQUIRED 12/19/2018

Agenda Item No F-7
 CITY COUNCIL ACTION (X)
 PUBLIC HEARING REQUIRED ()
 RESOLUTION ()
 ORDINANCE 1ST READING ()
 ORDINANCE 2ND READING ()
 CITY CLERK'S INITIALS ()

**IMPERIAL CITY COUNCIL
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: REORGANIZATION OF CITY COUNCIL.	
<ol style="list-style-type: none"> 1. CITY CLERK TO OPEN NOMINATIONS FOR MAYOR. 2. NEWLY SELECTED MAYOR ASSUMES CHAIR AND OPENS NOMINATIONS FOR MAYOR PRO TEMPORE. 	
DEPARTMENT INVOLVED: City Clerk and City Council	
BACKGROUND/SUMMARY: Please see separate staff report.	
FISCAL IMPACT: None	
STAFF RECOMMENDATION Council act accordingly to select a Mayor and Mayor Pro-tempore .	
MANAGER'S RECOMMENDATION:	MANAGER'S INITIAL _____
MOTION:	
SECONDED: AYES: NAYES: ABSENT:	APPROVED () REJECTED () DISAPPROVED () DEFERRED () REFERRED TO:

staff report

To: City of Imperial City Council
From: Debra Jackson, City Clerk
Date: December 19, 2018
Subject: REORGANIZATION OF CITY COUNCIL

Background and Summary

According to Government Code Section 36801, the City Council shall meet at the meeting at which the declaration of the election results for a General Municipal Election is made pursuant to Section 10262 and 10263 of the Elections Code and following the declaration of the election results and the installation of elected officials, choose one of its number as Mayor, and one of its number as Mayor Pro-tempore.

In addition Government Code Section 36802 states the Mayor shall preside at the meetings of the Council. If he is absent or unable to act, the Mayor Pro-tempore shall serve until the Mayor returns or is able to act. The Mayor Pro-tem has all of the powers and duties of the Mayor.

The Mayor represents the City at ceremonial and civic events. The Mayor executes documents and agreements on behalf of the City Council, makes recommendations for appointments to City boards and commissions and may represent the City on various county and regional boards, committees and commissions.

To assist in the procedure of nominating and selecting a Mayor and Mayor Pro-tem, the following protocol is recommended:

1. The City Clerk to open nomination for Mayor by asking for nomination by motion. (Nominations cannot be accepted from members of the public). And a second to confirm the nomination.
2. If there is a second the matter will be taken to a vote. If there is no second, the Clerk will ask for another nomination by motion and a second.
3. A vote will be taken to appoint the Mayor.
4. The newly selected Mayor assumes chair and opens nominations for Mayor Pro-tem.

The Mayor and Mayor Pro-tem will serve for a one (1) year term. The office of Mayor and Mayor Pro-tem receives the same monthly stipend as other members of the City Council.

Respectfully Submitted,
Debra Jackson, City Clerk