



STAFF REPORT

To the Honorable Mayor and City Council From the City Manager

DATE: December 6, 2021

SUBJECT

Selection and installation of Mayor and Vice Mayor to each serve for a term of two years

RECOMMENDATION

Select Vice Mayor Giselle Hale to serve as Mayor for a term of two years and select Councilmember Diana Reddy to serve as Vice Mayor for a term of two years, in accordance with the procedure outlined in City Council Policy No. 2019-02 Selection of Mayor and Vice Mayor.

STRATEGIC PLAN GUIDING PRINCIPLE

Excellence in Government Operations

BACKGROUND

According to section 14 of the [City Charter](#), the City Council shall select one of their members to serve as Mayor for a two-year term. The Mayor shall serve as the executive head of the City and shall represent the City in all ceremonial functions of a patriotic or social character. Section 14 further provides that the City Council shall select one of their members to serve as Vice Mayor for a term that shall run concurrently with that of the Mayor.

At their meeting on [September 9, 2019](#), the City Council voted unanimously to adopted a City Council Policy on the Selection of Mayor and Vice Mayor (Attachment A), which outlines the process by which the City Council shall select the incoming Mayor and Vice Mayor at the first City Council meeting in December of odd-numbered years. The policy establishes a rotation of Councilmembers based on seniority, and if two or more Councilmembers are newly elected, provides a formula for establishing the rotation based on votes cast in the previous election.

Mayor Howard will complete her two-year term as Mayor in December, 2021. Vice Mayor Hale is currently serving the remainder of former Vice Mayor Shelly Masur's two-year term, as her term on the City Council

ended prior to the completion of her two years as Vice Mayor. Vice Mayor Hale was selected to serve the remainder of the Vice Mayor term at the [December 7, 2020](#) City Council meeting. Vice Mayor Hale’s partial term as Vice Mayor will also expire in December 2021.

ANALYSIS

Mayoral Rotation

The City Council policy on the Selection of Mayor and Vice Mayor establishes a rotation process based on whether the City Councilmember has already served as Mayor and has not had a break in service on the City Council, and based on their seniority on the City Council. Seniority is established based on whether the Councilmember was elected on an at-large basis, or elected through a district-based election.

- If two or more Councilmembers are newly elected on an at-large basis at the same time, the number of votes received in the election determines the position in the sequence, with the new Councilmember receiving the highest number of votes cast being the first in the rotation among the new Councilmembers.
- If two or more Councilmembers are newly elected through district-based elections at the same time, the percentage of votes received in the election for their district determines the position in the sequence, with the new Councilmember receiving the highest percentage of votes cast in their district being the first in the rotation among the new Councilmembers.

Under the provisions in the policy, Vice Mayor Hale is the next Councilmember in order of seniority to serve a two-year term as Mayor. Councilmember Reddy will be the next in order of seniority to serve a two-year terms as Vice Mayor. Below is a chart detailing the order of seniority for all Councilmembers as prescribed in section 2 of the policy.

Member Seniority	Years Elected	Last Election Results	Current Term Expiration	Served as Mayor?
Hale	2018	At-large 12,723 votes	2022	No
Reddy	2018	At-large 11,319 votes	2022	No
Smith	2020	District 100% of votes	2024	No
Gee	2020; 2013; 2009	District 64% of votes	2024	Yes; 2013-2015*

Member Seniority	Years Elected	Last Election Results	Current Term Expiration	Served as Mayor?
Espinoza-Garnica	2020	District 42% of votes	2024	No
Aguirre	2020; 2015; 2011; 2007, 2005	District 49% of votes	2024	Yes; 2011-2013
Howard	2018; 2013; 2005, 2001, 1997, 1994	At-large 11,904 votes	2022	Yes; 2019-2021 1997-1999

*Prior to break in service between 2018-2020

Process

The Selection of Mayor and Vice Mayor Policy outlines the following process for selecting the Mayor and Vice Mayor:

1. After the Mayor opens the agenda item, the Mayor shall open the floor to public comment as to both positions.
2. At the close of public comment, the floor shall be open for nomination(s) for Mayor.
3. At the close of nominations, a vote will be taken and a member of the City Council selected as Mayor. If no member receives a majority vote of the members present, a second vote will be taken or, at the discretion of the City Council, the nomination process repeated.
4. After the selection of the Mayor, the procedure will be repeated for the selection of the Vice Mayor, beginning with Step 2 above.

FISCAL IMPACT

There is no fiscal impact associated with this action.

ENVIRONMENTAL REVIEW

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

ALTERNATIVES

According to section 1(f) of the Selection of Mayor and Vice Mayor policy, the City Council may, by majority vote, utilize another procedure for the selection of Mayor and Vice Mayor provided the public participation in the process is taken into consideration.

ATTACHMENTS

Attachment A – City Council Policy No. 2019-02 – Selection of Mayor and Vice Mayor

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