

# Election of a Mayor Pro Tem

## Process

The following outlines the nomination/election process for the appointment of a Mayor Pro Tem.

- Mayor opens the floor to nominations for a Mayor Pro Tem.
  - Only after the Mayor announces, “*Nominations are now open*”, can members of the City Council make nominations.
    - If a member indicates a desire to nominate before the announcement, that member will not be acknowledged.
    - Council members must be acknowledged by the Mayor before voicing their nomination.
    - A council member may only make one nomination.
- Mayor shall accept as many nominations as members of the City Council may wish to submit.
  - The nominating council member may make comments to describe the reasoning for their nomination.
  - The Mayor will inquire of each nominee whether they accept the nomination.
- Mayor shall close the nomination process after verifying there are no more nominations received.
  - At this time, the floor shall be opened for commentary from any member of the City Council.
  - The item is opened for public comment, if any.
- Mayor shall put nominees to a voice vote in the order nomination(s) were submitted.
  - Once a nominee receives a simple majority vote of those members present, no other nominations will be considered.
    - In the event of a tie vote for any/all nominations received, the nominees previously submitted shall again be presented for election.