

**CITY OF CULVER CITY  
COUNCIL POLICY STATEMENT**

**Policy Number: 3404**

General Subject: City Council and Administration

Date Issued: 02/24/2020

Specific Subject: Mayoral Rotation

Effective Date: 02/24/2020

Resolution No. 2020-R011

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**I. PURPOSE:**

The purpose of the Mayoral Rotation policy (Policy) is to provide a general guideline by which the Mayor and Vice Mayor are selected.

This Policy shall be consistent with the City Charter and other applicable laws.

**II. CITY CHARTER PROVISIONS:**

Section 606 of the City Charter states:

Immediately following the certification of election results for any general or special municipal election at which Council Members are elected, the City Council shall elect one of its members as its presiding officer, who shall have the title of Mayor and one of its members as Vice Mayor. In odd numbered years, the City Council shall elect the Mayor and Vice Mayor at the second City Council meeting following twelve months after the prior election. Both the Mayor and Vice Mayor shall serve at the pleasure of the City Council.

The Mayor shall have a voice and a vote in all City Council proceedings, shall be the official head of the City for all ceremonial purposes, and shall perform such other duties as may be prescribed by this Charter or as may be imposed by the City Council consistent with the office of Mayor. The Vice Mayor shall perform the duties of the Mayor during the absence or incapacity of the Mayor.

A Council Member who has held the office of Mayor or Vice Mayor for one year shall not be eligible for reelection to that same office until one year has elapsed.

This Policy is established in accordance with this City Charter provision. As provided in the Charter, the election of Mayor and Vice Mayor is at the pleasure of the majority of the City Council. Where there may be conflicts between the Charter and this Policy, the Charter shall prevail.

### **III. MAYORAL ROTATION:**

It shall be the policy of the City Council to provide for an orderly election of the Mayor and Vice Mayor each year. To implement such transition, the following are guidelines and procedures for the election of the Mayor and Vice Mayor.

The City Council shall discuss and elect the new Mayor and Vice Mayor as follows:

1. At the meeting at which the election results are certified; or
2. At the second City Council meeting following 12 months after the prior election.

The newly elected Mayor shall select a date for the ceremonial community swearing in celebration, to take place within 30 calendar days of the election of the Mayor and Vice Mayor.

### **IV. OTHER LEGISLATIVE BODIES:**

The members sitting as Mayor and Vice-Mayor for the City Council shall also sit as Chair and Vice-Chair, respectively, for all other legislative bodies on which the City Council serves as members.

***\*This Policy supersedes Policy No. 2010-01 issued on February 8, 2010 by Resolution No. 2010-R008 and revised on February 27, 2017 by Resolution No. 2017-R015.***