

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Kathy Flamson, City Clerk  
**DATE:** December 6, 2016  
**SUBJECT:** Vice Mayor Appointment

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APPROVAL FOR FORWARDING:

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Dylan Feik, City Manager

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**ISSUE:** To consider a Resolution selecting a Council Member to serve as the Vice Mayor.

**RECOMMENDATION:** Adopt Resolution.

**BACKGROUND:** In accordance with Calistoga Municipal Code § 2.06.010 which adopts by reference California Government Code § 36801 the Council must select from its members the Vice Mayor by a majority vote after nominations are offered. This selection is done at the regularly scheduled meeting following the declaration of the election. Vice Mayor Dunsford has served as Vice Mayor since December 2006.

**DISCUSSION:** The position of the Vice Mayor is created in California pursuant to Government Code § 36802. In an instance when the Mayor is absent or unable to act, the Vice Mayor carries out the Mayor’s duties until the Mayor returns or is able to act. While the Mayor and the Vice Mayor have some additional ceremonial and administrative responsibilities, in the establishment of policies, voting and in other significant areas, all members of the City Council are equal. Other than the Mayor, any Councilmember may be selected by majority vote to be Vice Mayor. The Mayor usually nominates a person. The term is for two (2) years.

**CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** Goal 2: Offer excellent professional services to all customers. Objective 1: Provide a high standard in the delivery of emergency and general municipal services.

28 **FISCAL IMPACT:** None

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30 **ATTACHMENTS:**

31 1. Draft Resolution

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**RESOLUTION NO. 2016-XXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,  
COUNTY OF NAPA, STATE OF CALIFORNIA AUTHORIZING THE  
SELECTION OF A VICE MAYOR**

**WHEREAS**, Government Code section 34905 provides for the selection of a Vice Mayor; and

**WHEREAS**, Councilmember \_\_\_\_\_ was selected to be the Vice Mayor of the City of Calistoga; and

**WHEREAS**, the City Council concurred with this selection by the vote as recorded below.

**NOW THEREFORE BE IT RESOLVED**, that Councilmember \_\_\_\_\_ is hereby selected as Vice Mayor for the City of Calistoga.

**PASSED AND ADOPTED** as a resolution of the City Council of the City of Calistoga at their regular meeting held on **6<sup>th</sup> day of December, 2016** by the following vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

\_\_\_\_\_  
**CHRIS CANNING, Mayor**

**Attest:**

\_\_\_\_\_  
**KATHY FLAMSON, City Clerk**