



**AGENCY: Finance and Administration  
Committee**  
**MEETING DATE: November 8, 2023**  
**DEPARTMENT: City Manager/Administration**  
**PRESENTED BY: Peggy Ducey**

## AGENDA ITEM SUMMARY

**TITLE:**  
**Receive Report on Selection of the Mayor and Vice-Mayor and Provide Direction to Staff Regarding Next Steps**

**ISSUE:**  
Staff requests direction from the Finance and Administration Committee whether to revise the way the City Council appoints the Mayor and Vice-Mayor positions.

**ANALYSIS:**  
The City of Fort Bragg currently chooses the Mayor and Vice-Mayor through a nomination process, which the City Council then cast their votes for nominees during a public meeting. However, a number of California cities have adopted an annual rotational system to appoint the Mayor and Vice-Mayor, which permits every Councilmember to serve at least one year as mayor or Vice-Mayor. In general, the rotation is based on seniority, with the longest-serving Councilmember serving as Mayor for one year. The second longest-serving Councilmember is appointed as Vice-Mayor.

California cities that have a rotational system for Mayor and Vice-Mayor include, but is not limited to the following:

- Arcata
- Pt. Arena
- Millbrae
- Vernon
- Palmdale
- Redlands
- Palm Springs
- Palm Desert
- Indio
- Rancho Mirage
- Cathedral City
- Rancho Cordova
- Banning

Some cities have adopted a rotational system both through a majority vote of the City Council, which is then codified via an ordinance. Other cities have taken the approval process through a vote of their electorate. For instance, Desert Hot Springs sponsored an election in 2018 for a rotational system but it failed 65% to 35%.

Attached are examples of how the cities of Banning, Cathedral City, and Arcata each implemented their rotational system.

**RECOMMENDED ACTION:**  
Receive report and provide direction to staff regarding next steps.

**ATTACHMENTS:**  
City of Banning Ordinance No. 1458  
City of Cathedral City  
City of Arcata