



## Town of Atherton

### **CITY COUNCIL STAFF REPORT – PRESENTATION**

**TO: HONORABLE MAYOR AND CITY COUNCIL  
GEORGE RODERICKS, CITY MANAGER**

**FROM: ANTHONY SUBER, DEPUTY CITY MANAGER/ CITY CLERK**

**DATE: DECEMBER 18, 2024**

**SUBJECT: CITY COUNCIL REORGANIZATION**

### **RECOMMENDATION**

Per the City Council Handbook and Atherton Municipal Code, select the Mayor and Vice Mayor for the calendar year 2024.

### **BACKGROUND**

City Council adopted Ordinance No. 528 in November 2001, amending Atherton Municipal Code Section 2.04.030 related to the appointment of the Mayor and Vice Mayor. Ordinance No. 528 states, "The city council shall meet at least annually to choose one of its members as Mayor and one of its members as Vice Mayor." Section 2.04.040 further provides that the term of office of the mayor and vice mayor shall be one year. No member shall serve as mayor or vice mayor for consecutive terms.

#### *Nomination Process – Selection of Mayor & Vice Mayor*

The City Clerk shall declare the office of Mayor vacant and ask for nominations for the position of Mayor. Traditionally, a Council Member nominates someone other than herself or himself for the position. However, this requirement is not prescribed within Rosenberg's Rules of Order or within any formal Council policy. Nominations do not require a second.

When it appears that no further nominations will be made, the City Clerk shall announce that the nominations are closed. If only one Council member has been nominated, the City Clerk shall call for a vote on the nomination. The nominated Council Member must receive three affirmative votes to be selected as Mayor.

If more than one Council Member has been nominated, the City Clerk shall call for a vote of the first person nominated. If that candidate receives three or more votes, the City Clerk shall declare that candidate selected as Mayor and the voting concludes. If not, the City Clerk shall call for a vote for the second candidate in the same manner. The candidate receiving three or more votes

shall be declared the Mayor.

Led by the new Mayor or the City Clerk, the process repeats for the selection of Vice Mayor from the remaining four members of the City Council. The Vice Mayor role is currently vacant.

### **FISCAL IMPACT**

None.

### **GOAL ALIGNMENT**

This Report and its contents are in alignment with the following Council Policy Goals:

- Goal Area E – Strengthen Community Engagement and Transparency
- Goal Area F – Be Forward-Thinking, Well-Managed, and Well-Planned

### **POLICY FOCUS**

The recommendations in this report are consistent with the Atherton Municipal Code and City Council Handbook.

### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with this agenda item listed at least 72 hours before the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,400 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders –including, but not limited to, media outlets, school districts, Menlo Park Fire Protection District, service providers (water, power, and sewer), and regional elected officials.

### **COMMISSION/COMMITTEE FEEDBACK/REFERRAL**

This item has not been before a Town Committee or Commission.

### **ATTACHMENTS**

None.