



# City of Eustis

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TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: January 8, 2026

RE: Appointment of City Clerk as Temporary Chairman for Election of Mayor and Vice Mayor

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**Introduction:**

This item is for the election of the Mayor and Vice Mayor for 2026.

**Background:**

The following procedure will be utilized for the election of Mayor:

1. Mayor Hawkins will turn the meeting over to the City Clerk for the election of the Mayor for 2026.
2. The City Clerk will open the floor to nominations for Mayor. Nominations do not require a second.
3. When it appears no further nominations are forthcoming, the City Clerk will call for a motion that nominations be closed. This motion does require a second, followed by a voice vote.
4. If there is only one nomination for Mayor, a roll call vote shall be taken in alphabetical order on the nomination.
5. If there is more than one nomination for Mayor, a roll call vote shall be taken on the nominees in the order in which the nominations were offered up to a nominee receiving three affirmative votes. There will be no run-off or voting on subsequent nominees once someone has received three votes. Roll call shall be in alphabetical order as follows: Commissioner Asbate, Commissioner Ashcraft, Commissioner Hawkins, Commissioner Holland, and Commissioner Lee.

Following the election of the Mayor, the new Mayor will take over the meeting and proceed with the election of the Vice Mayor using the same format as for election of the Mayor.

Following the election of the Vice Mayor, the new Mayor and Vice Mayor will assume their respective seats and the new Mayor will proceed with the first item on the regular agenda.

**Prepared By:**

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**Reviewed By:**

Tom Carrino, City Manager