



## MEMORANDUM

TO: Honorable Mayor and Board of Commissioners  
VIA: Robin Gomez, City Manager  
FROM: Clara VanBlargan, City Clerk  
DATE: 01/15/2025  
**RE: Appointment of Vice Chair – One (1) Year term**

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### **City Charter, Section 4.4 – Vice Mayor**

The Board of Commissioners shall appoint a Vice Mayor at its first regular meeting following the election. The term of Vice Mayor shall be for one (1) year. The Vice Mayor shall act as Mayor during the absence or disability of the Mayor. Should the Vice Mayor be required to act as Mayor for a period in excess of thirty (30) days, he/she shall receive the compensation of the Mayor retroactive to the date upon which he/she assumed the Mayoral duties.