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## Section 2.04. Mayor-commissioner and vice-mayor.

- (a) *Duties.* The mayor-commissioner shall preside at meetings of the commission and shall be recognized as the head of the city government for service of process, ceremonial matters, and execution of contracts, deeds, and other documents. The mayor-commissioner may be referred to as the "mayor." The mayor shall have no administrative duties. The mayor has the right to vote on all matters coming before the commission.
- (b) *Selection of vice-mayor.* At the first regular meeting in April each year the city commission shall appoint from the sitting commissioners a vice-mayor.
- (c) *Absences.* The vice-mayor shall act as mayor during the absence or disability of the mayor. If a vacancy occurs or exists in the office of mayor the vice-mayor shall become mayor for the completion of the unexpired term of the former mayor and shall also serve his regular term as a commissioner. In the temporary absence of the mayor and vice-mayor the remaining commissioners shall select a mayor pro tempore. In the event that there is neither a mayor nor a vice-mayor sitting on the commission, the commissioners shall select a mayor to serve in that capacity until the next election. A vice-mayor designate may refuse such office or once in office may resign from such office and remain on the commission as a member during his term.

(Ord. No. 2017-09 , § 1, 12-12-2017)