

# **PRE-MEETING AGENDA**

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**Casper City Council**  
**City Hall, Council Meeting Room**  
**Tuesday, November 15, 2022, 5:30 p.m.**



*\*Please silence cell phones during the City Council meeting\**

	<b>Presentation</b>	<b>Beginning Time</b>	<b>Allotted</b>
1.	Council Leadership Process	5:30	10 min
2.	Sole Source with Core and Main LP	5:40	10 min
3.	Agenda Review	5:50	5 min
	Approximate Ending Time		5:55

**We are CASPER**

**Communication   Accountability   Stewardship   Professionalism   Efficiency   Responsiveness**

November 9, 2022

MEMO TO: J. Carter Napier, City Manager *?? for JCN*  
FROM: Fleur Tremel, City Clerk/Assistant to the City Manager *??*  
SUBJECT: Mayor and Vice Mayor Selection Process

Meeting Type & Date

Pre-Meeting  
November 15, 2022

Action type

Info Only

Recommendation:

That Council review the process and provide nominations.

Summary:

According to Charter Ordinance No. 22-97, City Council will elect a Mayor and Vice-Mayor (Vice President of Council) each year at the first meeting in January. In the past, Council has used a straw poll process to select the Mayor and Vice Mayor that would be voted on during the first Council meeting. This process begins by Councilmembers nominating a Mayor and Vice Mayor. Councilmembers may self-nominate or any other councilmember for Mayor or Vice Mayor by anonymously filling out the sheet provided and delivering to the City Clerk or by telling the Clerk. Staff will ensure that councilmembers accept the nomination and will then draft a ballot.

At the next work session, Council will then be asked to conduct a straw poll for the Mayor. The ballots will then be counted by the City Attorney and the City Clerk. The selected Mayor will be announced, and then the Vice Mayor ballot will be likewise distributed, counted, and announced. The Councilmembers selected for Mayor and Vice Mayor will then be moved forward for formal approval on January 3, 2023.

Financial Considerations

None.

Oversight/Project Responsibility

Fleur Tremel, City Clerk/Assistant to the City Manager

Attachments

Nomination form