RESOLUTION NO. 2018-105

A RESOLUTION ADOPTING A PROCEDURE FOR ELECTION OF THE MAYOR PRO TEM AT THE POST ELECTION ORGANIZATIONAL MEETING OF THE CASTLE ROCK TOWN COUNCIL

WHEREAS, the Castle Rock Charter requires that the Town Council elect a Mayor Pro Tem from among its members for a two-year term at its first organizational meeting following the Regular Election per Charter Section 2-3(c) and 2-5(a);

WHEREAS, the Town Council desires to formalize the process used to elect its Mayor Pro Tem;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CASTLE ROCK, COLORADO AS FOLLOWS:

Section 1. <u>Adoption</u>. The Mayor Pro Tem Election Procedures, attached as *Exhibit 1* are hereby adopted.

PASSED, APPROVED AND ADOPTED this 4th day of December 2018, by the Town Council of the Town of Castle Rock, Colorado, on first and final reading by a vote of _____ for and _____ against.

ATTEST: TOWN OF CASTLE ROCK

_____   _____
Lisa Anderson, Town Clerk   Jason E. Gray, Mayor

Approved as to form: **Approved as to content:**

_____   _____
Robert J. Slentz, Town Attorney   Lisa Anderson, Town Clerk

Exhibit 1

ELECTION OF MAYOR PRO TEM

Per Charter Section 2-3(c), Town Council shall hold an organizational meeting at the first regular meeting in December following the regular election. At the organizational meeting, the Council shall elect by majority vote of the entire Council one of its members as Mayor Pro-Tem to a two-year term who shall serve until the next organizational meeting unless removed by a majority vote of the entire Council per Charter Section 2-5(a). No public comment is taken, and ballots will contain the voter's district and candidate selection.

1) The Mayor asks Councilmembers to express their interest in serving as Mayor Pro Tem.

2) Interested Councilmembers may make a statement why they want to serve as Mayor Pro Tem.

3) The Clerk distributes ballots to each member of Town Council to vote for one of the candidates.

4) Balloting continues until one candidate receives at least 4 votes. If no candidate receives 4 votes, the candidate with lowest number of votes is dropped and a vote is taken again until a candidate receives 4 votes.

5) The Clerk announces who was elected Mayor Pro Tem when a candidate receives 4 votes.