

**RESOLUTION NO. 2026-035**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA, APPOINTING A MAYOR AND VICE MAYOR FOR A ONE-YEAR TERM PURSUANT TO THE CITY'S CHARTER, SECTION 302, "THE MAYOR AND VICE MAYOR;" AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, in accordance with Section 302a. of the City's Charter, the City Commission will, after the swearing in of newly-elected Commissioners, or in years where there are no newly-elected Commissioners, at the second regularly scheduled Commission meeting in March, as the first order of business, reorganize by appointing a Mayor and Vice Mayor; and

**WHEREAS**, the reorganization will be conducted to wit:

**a. Nomination of New Mayor:**

1. The incumbent Mayor will ask for nominations for Mayor.
2. Commissioners must not nominate themselves, but they may second any nomination.
3. After all nominations have been made, and each nomination is seconded, the nominations will be closed.
4. In the event there is only one (1) nominee and second for Mayor, the nominee will be seated as Mayor.
5. In the event that there are multiple nominees (and the nominations are seconded), the City Clerk will then call the roll of Commission members, and each Commissioner will cast an affirmative vote for the Commission member of his or her choice. The Commissioner, who receives a majority vote, will be appointed as Mayor, for a term that ends upon the following year's re-organization.
6. In the event no Commissioner receives a majority of the votes cast on the first roll call, subsequent roll calls will continue until one (1) Commissioner receives a majority vote.
7. The incumbent Mayor, if having served two (2) consecutive full terms, is not eligible to be re-appointed for a third consecutive term as Mayor.

**b. Nomination of New Vice Mayor:**

1. The newly-appointed Mayor will ask for nominations for Vice Mayor.
2. Commissioners must not nominate themselves, but they may second any nomination.
3. After all nominations have been made, and each nomination is seconded, the nominations will be closed.
4. In the event there is only one (1) nominee and second for Vice Mayor, the nominee will be seated as Vice Mayor.
5. In the event that there are multiple nominees (and the nominations are seconded), the City Clerk will then call the roll of Commission members, and each Commissioner will cast an affirmative vote for the Commission member of his or her choice. The Commissioner, who receives a majority vote, will be appointed as Vice Mayor for a term that ends upon the following year's re-organization.
6. In the event no Commissioner receives a majority of the votes cast in the first roll call, subsequent roll calls will continue until one (1) Commissioner receives a majority vote.
7. The incumbent Vice Mayor, if having served two (2) consecutive full terms, is not eligible for a third consecutive term as Vice Mayor.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA:**

**Section 1:** That the City Commission hereby appoints \_\_\_\_\_ as Mayor, pursuant to Section 302a., City Charter, for a one-year term.

**Section 2:** That the City Commission hereby appoints \_\_\_\_\_ as Vice Mayor, pursuant to Section 302a., City Charter, for a one-year term.

**Section 3:** That the individuals set forth in Sections 1 and 2 above are hereby appointed to serve as Mayor and Vice Mayor for a one-year term.

**Section 4:** That this resolution shall be in full force and effect immediately upon its adoption.

**Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.**

\_\_\_\_\_  
, Mayor

Attest:

\_\_\_\_\_  
Joseph J. Kavanagh, City Clerk

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