



## STAFF REPORT

DATE: January 7, 2025  
REGULAR

**AGENDA ITEM:** Acting Mayor

**SUBMITTED BY:** Julie Johnson, City Clerk

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### **BACKGROUND:**

Minnesota State Statute § 412.121 reads: “At its first meeting each year the council shall choose an acting mayor from the council members. The acting mayor shall perform the duties of mayor during the disability or absence of the mayor from the city or, in case of vacancy in the office of mayor, until a successor has been appointed and qualifies.”

### **ISSUE BEFORE COUNCIL:**

Who should the Council appoint as Acting Mayor?

### **PROPOSAL:**

The City Council is asked to select an Acting Mayor on the City’s behalf, should Mayor Cadenhead be unavailable or unable to attend a meeting, sign an agreement, or attend functions on behalf of the City.

### **OPTIONS:**

Any of the four council members may be appointed acting mayor.

### **RECOMMENDATION:**

***“Move to appoint Council Member \_\_\_\_\_ as Acting Mayor for 2025, to comply with and fulfill all duties enumerated in Minn. Statute § 412.121 relating to selection of an Acting Mayor.”***