



CITY OF POQUOSON

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3000 TELEPHONE (757) 868-3101 FAX

Office of the City Manager
J. Randall Wheeler

January 14, 2019

To: City Council

From: City Manager

Subject: **Election of Vice Mayor and Appointment of the City Manager, City Clerk, City Attorney, and Deputy City Clerk**

Article IV of the City Charter provides for the election by majority vote of a Vice Mayor from the members of Council whose responsibility will be to perform the duties of the Mayor in his absence or disability. It also requires the appointment of a City Manager, City Clerk, and City Attorney at the first meeting in January or as soon as practicable following a councilmanic election.

Presented therefore for your consideration are resolutions electing the Vice Mayor and making the other necessary appointments.

RESOLUTION NO. _____

**A RESOLUTION ELECTING A VICE MAYOR
OF THE CITY OF POQUOSON, VIRGINIA**

BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That pursuant to Article IV, Section 3 of the City Charter the following member of Council is elected as Vice Mayor of the City of Poquoson, Virginia whose responsibility shall be to perform the duties of the Mayor in his absence or disability.

Name

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____

City Clerk

RESOLUTION NO. _____

**A RESOLUTION APPOINTING THE CITY MANAGER
OF THE CITY OF POQUOSON, VIRGINIA**

WHEREAS, Article IV, Section 11 of the Charter of the City of Poquoson, Virginia requires the appointment of the City Manager as soon as practicable following a councilmanic election.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the following person be and the same hereby is appointed as City Manager of the City of Poquoson, Virginia:

NAME

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____

City Clerk

RESOLUTION NO. _____

**A RESOLUTION APPOINTING THE CITY CLERK
OF THE CITY OF POQUOSON, VIRGINIA**

WHEREAS, Article IV, Section 12 of the Charter of the City of Poquoson, Virginia requires the appointment of the City Clerk as soon as practicable following a councilmanic election.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the following person be and the same hereby is appointed as City Clerk of the City of Poquoson, Virginia:

NAME

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

RESOLUTION NO. _____

**A RESOLUTION APPOINTING THE CITY ATTORNEY
OF THE CITY OF POQUOSON, VIRGINIA**

WHEREAS, Article IV, Section 13 of the Charter of the City of Poquoson, Virginia requires the appointment of the City Attorney as soon as practicable following a councilmanic election.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the following person be and the same hereby is appointed as City Attorney of the City of Poquoson, Virginia:

NAME

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

RESOLUTION NO. _____

**A RESOLUTION APPOINTING THE DEPUTY CITY CLERK
OF THE CITY OF POQUOSON, VIRGINIA**

WHEREAS, Article IV, Section 12 of the Charter of the City of Poquoson, Virginia requires the appointment of the Deputy City Clerk as soon as practicable following a councilmanic election.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the following person be and the same hereby is appointed as Deputy City Clerk of the City of Poquoson, Virginia:

NAME

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk