

What are the duties of the Mayor of Wasilla?

The duties of the Mayor of Wasilla can be found in Wasilla Municipal Code 2.16. For your convenience, the duties are outlined below from WMC 2.16:

Chapter 2.16 MAYOR

Sections:

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2.16.010 Department established.

There is established the department of administration. The executive power and administrative duties are vested in the mayor. (Prior code § 2.16.005)

2.16.020 Power and duties of mayor.

A. The mayor is the chief administrator of the city, has the same powers and duties as those of a manager under AS 29.20.005, and shall:

1. Preside at council meetings. The mayor may take part in the discussion of matters before the council, but may not vote, except that the mayor may vote in the case of a tie;
2. Act as ceremonial head of the city;
3. Sign documents on behalf of the city;
4. Appoint, suspend or remove city employees and administrative officials, except as provided otherwise in AS Title 29 and the Wasilla Municipal Code;
5. Supervise the enforcement of city law and carry out the directives of the city council;
6. Prepare and submit an annual budget and capital improvement program for consideration by the council, and execute the budget and capital program as adopted;
7. Make monthly financial reports and other reports on city finances and operations as required by the council;
8. Exercise legal custody over all real and personal property of the city;
9. Perform other duties required by law or by the council; and
10. Serve as personnel officer, unless the council authorizes the mayor to appoint a personnel officer.

B. The mayor may appoint a person to the position of administrative assistant and deputy administrator. If appointed, the positions may not be eliminated during the mayor's term of office without prior consent of the mayor. (Prior code § 2.16.010)

2.16.030 Qualification of mayor.

A person is eligible to hold the office of mayor if the person is a qualified city voter and has been a city resident or a resident of territory annexed to the city for one year immediately prior to the election. The mayor may not hold a position as council member or city employee, except as provided by state statute. (Prior code § 2.16.025)

2.16.040 Election and term of office of mayor.

The mayor shall be elected at-large for a term of three years. The qualified candidate succeeds to the office of mayor on the first Monday following the certification of the election and upon taking an oath of office. No person may serve as mayor for more than two consecutive, full terms without a break in service of at least one full year. (Prior code § 2.16.030)

2.16.050 Vacancy in the office of mayor.

A. A vacancy in the office of mayor occurring within one hundred eighty (180) calendar days prior to a regular election shall be filled by appointment by the council. The person appointed shall serve until the next regular election and until a successor is elected to serve the balance of the term. If a council member is appointed, the council member shall resign the council seat. If a vacancy occurs more than one hundred eighty (180) calendar days prior to a regular election, the council shall call a special election to fill the unexpired term.

B. The council shall, by two-thirds concurring vote, declare the office of mayor vacant only when the person elected:

1. Fails to qualify or take office within thirty (30) calendar days after election or appointment;
2. Unless excused by the council, is physically absent from the city for ninety (90) consecutive calendar days;
3. Resigns and the resignation is accepted;
4. Is physically or mentally unable to perform the duties of office;
5. Is convicted of a felony or of an offense involving a violation of the oath of office;
6. Is convicted of a felony or a misdemeanor described in Alaska Statutes 15.56;
7. Is convicted of a violation of Alaska Statute 15.13;
8. No longer physically resides in the city. (Prior code § 2.16.040)

2.16.060 Temporary absence or disability.

The mayor shall designate a council member as deputy mayor to preside at council meetings during the mayor's temporary absence or disability. The mayor, subject to council approval, shall designate a city employee, or series of city employees in order of succession, to perform the executive and administrative functions of the mayor during the mayor's temporary absence or disability. (Ord. 04-13 § 2, 2004: prior code § 2.16.050)

2.16.070 Salary of mayor.

A. Upon the succession to office of each mayor who did not hold the office immediately preceding election or appointment, the annual salary for the position of mayor shall be seventy-five thousand dollars (\$75,000), and for so long as the same mayor remains continuously in office, the annual salary for the position of mayor shall increase by one and one-half percent on each anniversary of that succession to office.

B. The salary of the mayor may be reduced voluntarily at the mayor's discretion. A decision of the mayor to reduce the salary is not binding upon or applicable to future administrations. The salary of the mayor may not be reduced by council action during a mayor's term.

C. The mayor shall receive employee benefits as provided to all permanent employees of the city. (Ord. 07-35 § 2, 2007: prior code § 2.16.060)

2.16.080 Veto by mayor.

The mayor may veto an ordinance, resolution, motion, or other action of the council and may strike or reduce appropriation items. A veto must be exercised before the next regular council meeting and must be accompanied by written explanation of the reasons for the veto. A veto may be overridden by a vote of two-thirds of the council within twenty-one (21) calendar days following the veto, or at the next regular meeting, whichever is later. The veto does not extend to the adoption or repeal of a manager plan of city government. (Prior code 2.16.070)