



CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 06/22/99
AGENDA ITEM 6
WORK SESSION ITEM _____

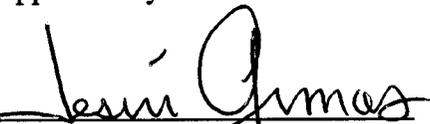
TO: Mayor and City Council
FROM: City Clerk
SUBJECT: Election of Mayor Pro Tempore

It is time once again for the Council to elect a Mayor Pro Tempore. Attached is the pertinent excerpt from the Council Members Handbook regarding the election of a Mayor Pro Tempore in odd-numbered years.

Prepared by:


Angelina Reyes, City Clerk

Approved by:


Jesús Armas, City Manager

Attachment: Exhibit A - (Excerpt from CC Handbook)

SECTION II

MAYOR

POWERS AND DUTIES

The elected Mayor shall be recognized as the official head of the City for all ceremonial purposes, and by the Courts for the purpose of serving civil processes. The Mayor shall be the presiding officer of the Council, and shall preside at the meetings of the Council for the purpose of determining the presence of a quorum. He/She shall be entitled to a vote on all matters coming before the Council, but shall possess no veto power. He/She may use the title of Mayor in all cases, but the same shall not be construed as conferring upon him/her administrative or judicial functions or other powers or functions of a Mayor under the general laws of the State. (*Sec. 604, City Charter*)

SIGNING OF DOCUMENTS

The Mayor, or Mayor Pro Tempore in the absence of the Mayor, shall sign ordinances and minutes adopted by the City Council.

MAYOR PRO TEMPORE

In even years, the Council shall elect the Mayor Pro Tempore following the installation of those newly elected Council Members. The Mayor Pro Tempore shall serve at the pleasure of the Council for the term of one year, and shall be elected and removed by the affirmative votes of at least five (5) members of Council. Prior to being elected as Mayor Pro Tempore, a Council Member shall have served at least two years on the Council. (*Resolution 98-120*)

In odd years, the Council Member with the most seniority as a Council Member who has not previously served as Mayor Pro Tempore shall be elected annually. In the event two Council Members begin service in the same year, the Council Member with the highest number of votes will serve as Mayor Pro Tempore. (*See City Council Minutes, 4/28/92*)

The Mayor Pro Tempore shall perform the duties of the Mayor during his/her absence or disability. (*Sec. 605, City Charter*)

POWERS OF COUNCIL

All powers of the City shall be vested in the Council, subject to the provisions of this Charter and to the Constitution of the State of California. The Council may establish the method by which any of such powers may be exercised. (*Sec. 606, City Charter*)

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION AUTHORIZING THE ELECTION OF
MAYOR PRO TEMPORE OF THE CITY OF HAYWARD
FOR 1999-2000**

WHEREAS, by Resolution No. 98-120 on June 23, 1998, the City Council revised its Handbook to amend the process concerning the election of a Mayor Pro Tempore; and

WHEREAS, the City Council conducted an election to select the Mayor Pro Tempore on June 22, 1999.

BE IT RESOLVED by the City Council of the City of Hayward that it hereby elects _____ as Mayor Pro Tempore of the City of Hayward, for the fiscal year 1999-2000.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 1999

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward