



CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 06/26/01
AGENDA ITEM 6
WORK SESSION ITEM _____

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

This item appears on the agenda to enable the Council to elect a Mayor Pro Tempore. Attached is the pertinent excerpt from the City Council Handbook regarding appointment of Mayor Pro Tempore.

It has been Council's practice to elect a Mayor Pro Tempore following the local election, which in turn effects the duration of the term of office. Moreover, because the date of the local election is determined by the date of the state election, starting and ending dates have varied in recent years. For example, the current term began April 4 and concludes June 30. Next year, with the municipal election occurring in March, this could again result in different starting and ending dates.

Accordingly, staff would suggest that you consider establishing a fixed period that is not tied directly to the election timeframe. For example, it could be based on either a calendar or fiscal year. For convenience, the attached resolution reflects a fiscal year time period, although it can be revised to reflect your determination.

Prepared by:


Angelina Reyes, City Clerk

Approved by:


Jesús Armas, City Manager

Attachment

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 2001-2002**

WHEREAS, the City Council conducted an election to select the Mayor Pro Tempore on June 26, 2001.

BE IT RESOLVED by the City Council of the City of Hayward that it hereby elects Council Member _____ as Mayor Pro Tempore of the City of Hayward, from July 1, 2001 through June 30, 2002.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2001

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