DATE: June 27, 2017

TO: Mayor and Council Members

FROM: City Clerk

SUBJECT   Election of Mayor Pro Tempore for Fiscal Year 2018

RECOMMENDATION

That the City Council elects the Mayor Pro Tempore for Fiscal Year 2018.

BACKGROUND

It is the Hayward City Council's policy to elect the Mayor Pro Tempore to perform duties of the Mayor during his or her absence or disability. The current term is based on the fiscal year of July 1, 2017 through June 30, 2018. Below is a pertinent excerpt from the City Council Member Handbook. Attachment II is a list of members who have previously served as Mayor Pro Tempore. Based on the guidelines listed below, Council Member Márquez would be the next eligible Council Member to serve as Mayor Pro Tempore should the Council choose to continue the traditional selection process.

Mayor Pro Tempore

> *In even number 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.*

> *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. 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. (City Council Minutes, 4/28/92)*

> *Prior to being elected as Mayor Pro Tempore, a Council Member shall have served at least two years on the Council. The term of the Mayor Pro Tempore shall be based on the fiscal year of July 1 to June 30. (Resolution 98-120 and Council Minutes, 6/26/2001)*

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

FISCAL IMPACT

There is no fiscal impact associated with this report.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:

Kelly McAdoo, City Manager