



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** May 26, 2026  
**SUBJECT:** Appoint a member of the Council to serve as Mayor Pro Tem for a term of one year.

**PRESENTER:** Alicia Richardson, City Secretary/Chief Governance Officer

### **SUMMARY:**

The purpose of this item is to appoint a member of the Council to serve as Mayor Pro Tem for a one-year term.

### **GENERAL DESCRIPTION:**

Article VI of the City Charter provides for the powers and duties of officers. Pursuant to Article VI, Section 2 of the City Charter, "The Mayor Pro Tem shall be selected from among the members of the seven (7) Council members at (i) the first regular meeting following the general City election; (ii) following the swearing in of Council members upon declaration of members elected; or (iii) upon action of the City Council in the event of a vacancy in the position. The Mayor Pro Tem shall, in the absence or disability of the Mayor, perform all the Mayor's duties."

### **RECOMMENDATION:**

Appoint a member of the Council to serve as Mayor Pro Tem for a term of one year.