



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** May 21, 2018

**SUBJECT:** Consider appointing a member of City Council to serve as Mayor Pro Tem for a term of one year.

**PRESENTER:** Alicia Richardson, City Secretary

**SUMMARY:**

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

**GENERAL DESCRIPTION:**

Pursuant to Article VI, Section 2 of the City Charter, the City Council shall select a mayor pro tem from among the seven members of Council. The appointment shall be made at the first regular meeting following the general city election. The mayor pro tem shall, in the absence or disability of the mayor, perform all the mayor's duties.

**RECOMMENDATION:**

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