



CITY OF HAYWARD AGENDA REPORT

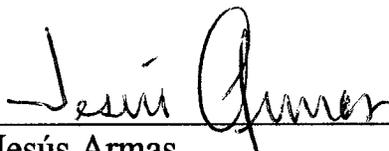
AGENDA DATE 6/23/98

AGENDA ITEM 11

WORK SESSION ITEM _____

TO: Mayor and City Council
FROM: City Manager
SUBJECT: MODIFICATION TO COUNCIL HANDBOOK REGARDING MAYOR PRO
TEMPORE

This item appears on the agenda at the request of Councilmember Bill Ward to clarify the selection process for the position of Mayor Pro Tempore.



Jesús Armas

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.

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 on the second Tuesday of April. 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.

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 ADOPTING AMENDMENT TO THE COUNCIL MEMBERS HANDBOOK

BE IT RESOLVED that the City Council of the City of Hayward hereby adopts the following amendment to the Council Members Handbook:

SECTION II, MAYOR, MAYOR PRO TEMPORE is hereby amended by the addition of the following sentence at the beginning of the first paragraph:

“Prior to being elected as Mayor Pro Tempore, a Council Member shall have served at least two years on the Council.”

IN COUNCIL, HAYWARD, CALIFORNIA _____, 1998

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