



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IB

Title: City Council membership election of Mayor Pro Tem

Presenter: City Administrator Heather McGuire

Meeting: City Council Date: May 1, 2023

Proposed Cost: \$NA Budgeted Amount: \$NA Not Budgeted:

Executive Summary *(if not budgeted, please explain):*

The State Statute as follows offers guidance regarding the selection of the Mayor Pro tem.

“If the mayor...is temporarily absent because of an incapacity to perform official duties, but the incapacity does not create a vacancy in the office, the corporate authorities shall elect one of their members to act as mayor...pro tem. The mayor ...pro tem during this absence or disability, shall perform the duties and possess all the rights and powers of the mayor... but shall not be entitled to vote both as mayor ...pro tem and as alderman...”

As a Home Rule community, the St. Charles practice has been to identify this person every two years with the Mayor’s appointment list, and the Mayor Pro Tem is ready for service as needed. The process this year follows the Statute providing for the Council to select the mayor pro tem.

Attachments *(please list):*

Recommendation/Suggested Action *(briefly explain):*

Staff recommends that the City Council select a Mayor Pro Tem.