



## MEMORANDUM

**To:** Mayor and City Council

**From:** Ashley Owens, City Secretary

**Date:** May 14, 2024

**Reference:** Discussion regarding the designation of a Mayor Pro Tem and City Council committee assignments.

**2040:** **Sustainable Government**

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**Introduction:**

As required by Section 3.05 of the Home Rule Charter, City Council elects a councilmember to be Mayor Pro Tem following either each regular city election or runoff election if such occurs. In addition, the Mayor assigns liaisons to regional committees and school boards.

**Community Benefit:**

Ensure business continuity.

**Legal Review:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

The City Secretary recommends City Council to decide to designate a Mayor Pro Tem and assign committees.