

**CITY OF TEMECULA
CITY COUNCIL POLICY**



Title:	Selection of Mayor and Mayor Pro Tempore
Policy No.	4
Approved:	TBD
Revised:	N/A

PURPOSE:

The purpose of this City Council policy is to provide a process for the selection of the Mayor and Mayor Pro Tempore to serve in honorary positions of the City Council.

POLICY:

The policy of the City Council with respect to the matter listed in the above-referenced title is as follows:

The City of Temecula is a general law city, operating under the structure of a council-manager form of government, with a five-member, non-partisan legislative body. The legislative body is referred to as the city council. The city council has within it the position of mayor and mayor pro tempore. The positions of mayor and mayor pro tempore are ceremonial in nature and not directly elected. The city council selects the mayor and mayor pro tempore amongst themselves and the positions typically serve a calendar year. The selection of the mayor and mayor pro tempore occurs annually at the last regularly scheduled council meeting in December. In an election year, the selection of the mayor and mayor pro tempore shall occur at the regularly scheduled council meeting in December at which the election is certified after the results are declared and the new council is seated.

Qualifications for Serving as Mayor and Mayor Pro Tempore

To serve as mayor, an individual must have served on the city council for at least two years in their current term. To serve as mayor pro tempore, an individual must have served on the city council for at least one year in their current term. An individual may decline to serve in this role and/or resign at any time.

Term of Mayor and Mayor Pro Tempore

The term of mayor and mayor pro tempore shall be one year unless otherwise designated by a majority of the city council. Terms may be extended by a majority vote of the city council in a declared emergency such as a natural disaster. A regular report shall be provided to the city council in any circumstance whereby a term is extended on a temporary basis in an emergency circumstance. Terms may be also be limited by a majority vote of the city council under extenuating circumstances. Extenuating circumstances may include criminal activity, medical need, excessive absences from public meetings, or similar circumstance whereby a majority of the city council deems it appropriate to limit the term of mayor and/or mayor pro tempore.

Rotation of Mayor and Mayor Pro Tempore

The selection of the mayor and mayor pro tempore shall be determined by seniority based on a member's continuous length of service on the city council without having served as mayor. The individual with the longest continuous service on the council without having served as mayor shall be appointed to serve as mayor. The individual with the second longest continuous length of service on the council without having served as mayor shall be appointed to serve as mayor pro tempore. In the event two or more individuals have equal seniority, the individual with the higher vote count in his or her most recent election will be considered to have higher seniority and shall be selected. The position of mayor pro tempore shall automatically succeed to the position of mayor.

The above reaffirms the selection policy of the mayor and mayor pro tempore for the city council in the City of Temecula. Said policy shall apply to both appointed and elected members of the city council.

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