



## STAFF REPORT

**DATE:** May 11, 2021  
**TO:** Kent Cagle, City Manager  
**FROM:** Traci Briggs, City Attorney  
**SUBJECT:** Elect Mayor Pro Tem

### **BACKGROUND AND FINDINGS:**

The City Charter provides for the position of mayor pro-tem. The mayor pro-tem acts as the mayor during the absence or disability of the mayor, and, if a vacancy shall occur, becomes the mayor until the next regular general election. The Charter provides for the city council to "elect a mayor pro-tem from their number..." Historically, the city council has elected the mayor pro-tem after each general election.

### **THE ALTERNATIVES CONSIDERED:**

Elect a mayor pro-tem this day or elect a mayor por-tem at a future date.

#### **Which alternative is recommended? Why?**

Elect a mayor pro-tem this day.

### **CONFORMITY TO CITY POLICY:**

Election of a mayor pro-tem is in compliance with the City Charter.

### **FINANCIAL IMPACT:**

#### **What is the amount of the expenditure in the current fiscal year? For future years?**

There is no fiscal impact.

#### **Is this a one-time or recurring expenditure?**

N/A

#### **Is this expenditure budgeted?**

N/A

#### **If not, where will the money come from?**

N/A

#### **Is there a sufficient amount in the budgeted line-item for this expenditure?**

N/A

**RECOMMENDATION:**

That \_\_\_\_\_ is hereby elected to serve as Mayor Pro-Tem for the City of Killeen.

**DEPARTMENTAL CLEARANCES:**

Legal

**ATTACHED SUPPORTING DOCUMENTS:**

N/A