

## AGENDA REPORT

To: The Clare City Commission  
From: Ken Hibl, City Manager  
Date: November 12, 2015  
RE:: Selection of Mayor Pro-Tem

For the Agenda of November 21, 2016

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**Background.** The Charter of the City of Clare stipulates that the City Commission may, at its discretion, designate one of its members to serve as the City's Mayor Pro Tem to fulfill the duties of the City Mayor during any absences of the Mayor. The City Commission has traditionally designated a Mayor Pro Tem and is asked to consider whether it desires to continue this tradition.

**Issues & Questions Specified.** Should the City Commission designate one of its members to serve as Mayor Pro Tem?

**Alternatives.**

1. Designate a Mayor Pro Tem.
2. Do not designate a Mayor Pro Tem.

**Financial Impact.** None.

**Recommendation.** I recommend that the City Commission by appropriate motion and vote designate a member of the City Commission to serve as the Mayor Pro Tem of the City of Clare by adoption of attached Resolution 2016-130.

**Attachment.** Resolution 2016-130.

**RESOLUTION 2016-130**

**A RESOLUTION OF THE CLARE CITY COMMISSION DESIGNATING A MAYOR PRO TEM.**

**WHEREAS**, the Charter of the City of Clare provides that the City Commission may designate one of its members to serve as the City's Mayor Pro Tem; and

**WHEREAS**, the City Commission has traditionally designated a Mayor Pro Tem; and

**WHEREAS**, the City Commission deems it prudent to continue said tradition, thereby facilitating the continuance of the duties of the office of City Mayor by the Mayor Pro Tem during any periods of absence or incapacitation of the Mayor.

**NOW THEREFORE BE IT RESOLVED THAT** the City Commission has elected Commissioner \_\_\_\_\_ to serve as the Mayor Pro Tem of the City of Clare, the term of said office to be effective this date through the date of the next election of the City's Mayor Pro Tem by the City Commission, unless otherwise extended or terminated by the City Commission prior to that date.

**ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.**

**The Resolution was introduced by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_. The Resolution declared adopted by the following roll call vote:**

**YEAS:**

**NAYS:**

**ABSENT:**

Resolution approved for adoption on this 21<sup>st</sup> day of November 2016.

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Diane Lyon, City Clerk