



# ***Agenda Report***

## ***Fullerton City Council***

**MEETING DATE:** DECEMBER 16, 2025

**TO:** CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY / PUBLIC FINANCING AUTHORITY

**SUBMITTED BY:** LUCINDA WILLIAMS, CITY CLERK

**PREPARED BY:** LUCINDA WILLIAMS, CITY CLERK

**SUBJECT:** MAYOR / CHAIR AND MAYOR PRO TEM / VICE CHAIR APPOINTMENT

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### **SUMMARY**

City Council / Successor Agency / Housing Authority / Financing Authority appoints a new Mayor / Chair and Mayor Pro Tem / Vice Chair on an annual basis.

### **PROPOSED MOTION**

1. City Attorney conduct nominations for Mayor / Chair appointment.
2. Mayor conduct nominations for Mayor Pro Tem / Vice Chair appointment.

### **ALTERNATIVE OPTIONS**

- Approve the Proposed Motion
- Other options brought by City Council.

### **STAFF RECOMMENDATION**

Staff recommends the Proposed Motion.

### **CITY MANAGER REMARKS**

None.

### **PRIORITY POLICY STATEMENT**

This item matches the following Priority Policy Statement:

- Fiscal and Organizational Stability.

### **FISCAL IMPACT**

None.

## BACKGROUND AND DISCUSSION

City Council / Successor Agency / Housing Authority / Financing Authority votes to appoint a Council / Agency / Authority Member to serve as Mayor / Chair and a Council / Agency / Authority Member to serve as Mayor Pro Tem / Vice Chair. The Mayor / Chair serves as the presiding officer during Council / Agency / Authority meetings and represents the City at various events. The Mayor Pro Tem / Vice Chair serves as presiding officer and represents the City in the Mayor / Chair's absence.

City Council approved a Mayor / Chair and Mayor Pro Tem / Vice Chair appointment policy in October 2020 stating City Council may select the Mayor Pro Tem based on seniority according to the number of years a member served consecutively on City Council without serving as Mayor. The Mayor Pro Tem becomes Mayor the following year. The Policy provides a method to break a tie when two or more Council Members have equal seniority to become the Mayor Pro Tem.

If the Council Member scheduled to next serve as Mayor Pro Tem declines the appointment, the member will move to "second position" and the next most senior member may serve as Mayor Pro Tem. If the Mayor Pro Tem next scheduled to serve as Mayor chooses not to serve, the member continues to serve as Mayor Pro Tem and the next most senior member serves as Mayor.

A random selection determines seniority when voters elect two or more non-incumbent Council Members at the same municipal election.

The following table lists Council Member seniority:

<b>Council / Agency / Authority Member</b>	<b>Last Served as Mayor / Chair</b>	<b>Years Served Without Serving As Mayor / Chair</b>
Ahmad Zahra	n/a	7
Shana Charles	n/a	3
Nick Dunlap	2024	1
Jamie Valencia	n/a	1
Fred Jung	2025	0

Mayor Pro Tem Charles would serve as Mayor for the ensuing term per the Policy.

Council Member Zahra would serve as Mayor Pro Tem for the ensuing term per the Policy.

The Policy also allows Mayor Pro Tem and / or Mayor selection based on a City Council majority vote.

Staff attached a copy of the Mayor Pro Tem Selection Policy for reference.

### Attachments:

- Attachment 1 – Selection of Mayor Pro Tem Policy

cc: Interim City Manager Eddie Manfro