Agenda Item: 11.E
Date of Meeting: December 8, 2025
Department: City Clerk

STAFF REPORT

To:	City Council
From:	Robin Picken
Subject:	**Call for Selection of Mayor and Mayor Pro Tem**
Prepared On:	December 4, 2024

Background/History:
This time is set aside for reorganization and the Council to hold an election for the appointment of Mayor and Mayor Pro Tem for the City of Bishop. This process is outlined in the City of Bishop City Council Standards and Procedures Manual Section 2.1 - Reorganization, which was updated and approved by Council on June 30, 2025 and reads as follows.

In December of each year, the office of the Mayor and Mayor Pro Tem shall rotate as follows:

(a) The Mayor shall be the senior member who has not previously served in that capacity and the term of office shall be one year, without succession, beginning at the first regularly scheduled City Council meeting each December or the first meeting following certification of a City Council election.

(b) The Mayor Pro Tem shall be the next senior member who has not previously served as Mayor and the term of office shall run concurrent with that of the Mayor as described above.

(c) When two or more members have equal seniority and have not yet served as Mayor or Mayor Pro Tem, the order of succession shall be determined by the number of votes each member received at the time of their election.

(d) The Mayor Pro Tem shall automatically succeed the Mayor each year, excepting that the Mayor Pro Tem may decline such succession. If the Mayor Pro Tem declines the position of Mayor, such office shall be extended to the next senior member in order, or by majority vote of the Council if all other members have served at least one year as Mayor.

(e) Once all seated members have served as Mayor, succession shall be based on a majority vote of the Council, recognizing that the term of office for each position shall be one year. Members of the City Council who first took their seats on the Council more than twenty-three (23) months prior to the meeting at which the Mayor is being selected are eligible for Mayorship.

Analysis/Discussion:
Pursuant to the City of Bishop City Council Standards and Procedures Manual Section 2.1, Mayor Pro Tem Muchovej qualifies to be nominated as Mayor; and Councilmember Freundt qualifies to be nominated as Mayor Pro Tem.

Economic Impacts:
None.

Budget Impacts:
None.

Legal Review:
City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:
Following the June 30, 2025 City of Bishop City Council Standards and Procedures Manual Section 2.1 Reorganization, the City Administrator will conduct the election for Mayor, and the newly-elected Mayor will then conduct the election for Mayor Pro Tem.

Approved By: Pam Foster 12/2/2026
Approved By: Dean Pucci 12/3/2025
Approved By:
Approved By: