



Town of Knightdale

Staff Report Cover Sheet

Title: Appointment of Mayor Pro Tempore

Staff: Bill Summers, Town Manager

Date: December 18, 2024

PURPOSE

- Appoint a Mayor Pro Tem

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- [NCGS § 160A-70](#)
- Section 20.37 of the Knightdale Code of Ordinances states:
“The Mayor Pro Tempore shall have no fixed term of office, but as such, shall perform all the duties of the Mayor in the Mayor’s-absence or disability. A Council member who serves as Mayor Pro Tempore shall be entitled to vote on all matters and shall be considered a Council member for all purposes, including the determination of whether a quorum is present. If the Mayor should become physically or mentally unable to perform the duties of their office, the Council may by unanimous vote declare the Mayor incapacitated and confer any of the Mayor’s powers and duties on the Mayor Pro Tempore. When a Mayor declares that they are no longer incapacitated, and a majority of the Council concurs, the Mayor shall resume the exercise of their powers and duties. If both the Mayor and the Mayor Pro Tempore are absent from a meeting, the Council may elect from among its members a temporary chair to preside at the meeting.”

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- N/A

STAFF RECOMMENDATION

- Deliberate and appoint Mayor Pro Tempore

Knightsdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence