

HAYWARD CITY COUNCIL

RESOLUTION No. 26-____

Introduced by Council Member _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAYWARD
REDUCING THE FREQUENCY OF CITY COUNCIL MEETINGS AND
CERTAIN CITY COUNCIL STANDING COMMITTEE MEETINGS AND
ESTABLISHING A REVISED MEETING SCHEDULE

WHEREAS, Article VI, Section 607 of the City of Hayward Charter provides that the City Council, by ordinance or resolution, shall provide for the time and place of holding its meetings; and

WHEREAS, Chapter 2, Article 1 of the Hayward Municipal Code provides that the City Council, by resolution, shall provide for the time and place of holding its meetings; and

WHEREAS, Article VI, Section 600(a) of the City of Hayward Charter authorizes the City Council to organize among its members standing committees acting as fact-finding committees for the purpose of considering information on proposed legislation or matters of policy; and

WHEREAS, on February 28, 2026, the City Council held a Special City Council/Budget Work Session and accepted a recommendation to implement operational efficiency measures including reducing the frequency of City Council meetings and certain City Council Standing Committee meetings; and

WHEREAS, these efficiency measures are intended to support fiscal discipline, allow staff to focus resources on priority services and initiatives, and improve the efficiency and planning of City Council and committee meetings; and

WHEREAS, most cities in Alameda County conduct City Council meetings twice per month, and adopting a similar schedule will help align the City of Hayward with regional practices.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward as follows:

Section 1. City Council Meeting Schedule

The City Council hereby establishes that regular City Council meetings shall be held two times per month, occurring on the first and third Tuesday of each month, January through December, except during the July City Council recess.

Section 2. Fourth Tuesday Availability

The fourth Tuesday of the month may be utilized, as needed, for special City Council meetings, closed session meetings, or City Council trainings.

Section 3. Effective Date for City Council Meeting Schedule

The change to the City Council meeting frequency established in this resolution shall become operative April 1, 2026.

Section 4. City Council Standing Committee Meeting Frequency

The frequency of the following City Council Standing Committees is hereby modified as follows:

Council Economic Development Committee (CED)

The CED shall meet quarterly, replacing the current monthly meeting schedule.

Council Sustainability Committee (CSC)

The CIAC shall meet two times per year, replacing the current bi-monthly meeting schedule.

Council Public Safety Committee (CPSC)

The CPSC shall meet quarterly, replacing the current quarterly meeting schedule.

Section 5. Effective Date for Committee Schedule

The change in frequency for the City Council Standing Committees described in this resolution shall become operative August 1, 2026.

Section 6. Coordination of Committee Scheduling

The City Clerk, in coordination with Council Standing Committee liaisons and the Maintenance Services Department – Facilities Division, shall coordinate committee meeting schedules and locations to avoid conflicts and ensure meeting space availability, and post the information on the City’s website.

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Section 7. Administrative Updates

The City Clerk is authorized and directed to update all necessary City documents and public information materials, in partnership with City staff responsible for committee administration and the City's website, including the Council Members' Handbook, to reflect the meeting schedule established by this resolution.

IN COUNCIL, HAYWARD, CALIFORNIA, _____ 2026.

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
 MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
 City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward