



DATE: June 26, 2018

TO: Mayor and City Council

FROM: City Clerk and City Attorney

SUBJECT Informational Report Extending the Term of Mayor Pro Tempore

RECOMMENDATION

That the City Council reviews the informational report extending the term of Mayor Pro Tempore Márquez to align with the 2018 November election and enable her to fulfill her duties up to the installation of the elected Council Members, tentatively scheduled for December 4, 2018.

SUMMARY

This information report provides information regarding extending the term of Mayor Pro Tempore Elisa Márquez to ensure the continued term of the existing Mayor Pro Tempore, and the smooth City Council operations through the date of the General Municipal Election.

DISCUSSION

It is the Hayward City Council's policy to elect the Mayor Pro Tempore to perform the duties of the Mayor during his or her absence or disability. According to the City Charter, the Council elects one of its members following Hayward's general municipal elections. Further guidance related to the election of the Mayor Pro Tempore is provided in the Council Member Handbook which indicates that, in even numbered years, the Council elects the Mayor Pro Tempore following the installation of the newly elected Council Members.

In June 2016, City of Hayward voters approved a City of Hayward Charter amendment that moved Hayward's municipal elections from June to November of even-numbered years. The term of the Mayor Pro Tempore Márquez ends June 30, 2018. Considering the election change, staff recommends extending the term of Mayor Pro Tempore Elisa Márquez up to the installation of the newly elected Council Members, which is tentatively scheduled for December 4, 2018. Furthermore, staff will recommend changing the term of the Mayor Pro Tempore from fiscal to calendar year.

FISCAL IMPACT

This informational report does not have any fiscal impact on the Hayward community.

STRATEGIC INITIATIVES

This agenda item is a routine operational item and does not relate to one of the Council's Strategic Initiatives.

PUBLIC CONTACT

This report is an informational item and does not require a public notice.

Prepared and Recommended by: Miriam Lens, City Clerk
Michael Lawson, City Attorney

Approved by:



Kelly McAadoo, City Manager