



**DATE:** September 19, 2017

**TO:** Mayor and City Council

**FROM:** City Attorney and City Clerk

**SUBJECT** Introduction of Ordinance Amending Chapter 2, Article 3, Section 2-3.50 of the Hayward Municipal Code to provide for increased membership to the Library Commission

### **RECOMMENDATION**

That the Council introduces an ordinance amending Chapter 2, Article 3, Section 2-3.50 of the Hayward Municipal Code (“HMC”) to provide for increased membership on the Library Commission.

### **SUMMARY**

Following the July 25, 2017 annual Board/Commission/Task Force interviews, the City Council expressed an interest in increasing the number of members on the Library Commission from seven (7) to nine (9), with the intent that the increase would benefit the Commission in light of the new 21<sup>st</sup> Century Library which is anticipated to create new services.

This report and accompanying ordinance recommend that the City Council introduce an ordinance amending [Chapter 2, Article 3, Section 2-3.50 of the Hayward Municipal Code](#) to increase the number of seats on the Library Commission.

### **BACKGROUND**

The Library Commission currently consists of seven (7) members, one of whom is designated Chairman. In 1974, the membership of the Library Commission was increased from five (5) to seven (7) members. This change was accomplished by means of an amendment to Chapter 2, Article 3, Section 2-3.50 of the Hayward Municipal Code (Ordinance 74-028), introduced on October 1, 1974, and adopted October 15, 1974.

### **DISCUSSION**

To increase the number of members of the Library Commission, it is necessary to introduce and adopt an ordinance amending Chapter 2, Article 3, Section 2-3.50 of the Hayward Municipal Code. The amendment will change the number of Library Commission members from seven (7) to nine (9). One of the seats is to have a two-year term and the other seat is to

have a four-year term, remaining consistent with the staggered terms currently in place for all commission members. Therefore, City staff recommends revising Chapter 2, Article 3, Section 2-3.50 of the Hayward Municipal Code.

When the amendment to Chapter 2, Article 3, Section 2-3.50 is approved by the City Council, the City Clerk's office will work with MuniCode to update the Code accordingly.

**STRATEGIC PRIORITIES**

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

**FISCAL IMPACT**

There is no fiscal impact associated with increasing the number of seats on the Library Commission.

**PUBLIC CONTACT**

If introduced, the City Clerk will publish a legal notice of the introduction of the ordinance prior to its adoption in the manner provided in the Charter.

**NEXT STEPS**

If introduced on September 19, 2017, the City Council will consider adoption of the ordinance on September 26, 2017. The ordinance would become effective thirty days after adoption.

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

Approved by:



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Kelly McAdoo, City Manager