

**CITY COUNCIL MEETING
TUESDAY, JANUARY 17, 2017**

PRESENTATIONS

Item #7 WS 17-001

Revisions to the Council Member Handbook



Council Member Handbook



- **Presentation**
- **Public Comments**
- **Questions/Discussion**



➤ Presentation

BACKGROUND



- ▶ City Charter Section 611
- ▶ Council Member Handbook(July 1983)

PROPOSED AMENDMENTS



- I. City Council
- II. Policy Regarding City Council Expression
- III. Meetings
- IV. Agenda
- V. Addressing the Council
- VI. Motions
- VII. Council Committees
- VIII. Boards, Commissions, Committees and Task Forces

I. CITY COUNCIL



1. Elective Officers

- General municipal elections change from June to November

2. Training Requirements

- AB 1661 (sexual harassment prevention training)
- Discussion: Professional Development

3. Compensation for Members of the Council

- Update annual salary amounts

I. CITY COUNCIL



4. Benefits

- Include information about the benefits

5. Council Office Budget & Expenditure Guidelines

- Discussion: Expenses

II. POLICY REGARDING CITY COUNCIL EXPRESSION ON STATE, FEDERAL AND INTERNATIONAL ISSUES



1. Hayward Legislative Program

III. MEETINGS



1. Special Meetings/Calling/Notice

- Geologic Hazard Abatement District Board

2. Work Session

- Public comments

3. Public Hearings and Legislative Business

- Discussion: Reduce time for groups to three (3) minutes

IV AGENDA



1. Order of Business

- Move consent before work session items

2. Posting of Agenda

- Add bulleting board outside City Hall

V. ADDRESSING THE COUNCIL



1. Time Limitation for Council

- Discussion: Limit general comments to five (5) minutes once specific questions have been asked and answered.

VI. MOTIONS



1. Motion to Amend

- Remove reference to substitute motions

2. Processing of Motions

- Request to speak before making a motion and second

VII. COUNCIL COMMITTEES



1. Continue Mayor's prerogative to assign Council Members to various Council Committees for two-year appointments.

VIII. BOARDS, COMMISSIONS, COMMITTEES & TASK FORCES



Application Procedure and Membership

1. Council Economic Development Committee

- Remove CEDC reference

2. Personnel Commission

- Discussion: Alternates for advisory boards

VIII. BOARDS, COMMISSIONS, COMMITTEES & TASK FORCES



3. Arts and Culture Committee

- Delay consideration for at least one year

4. Council Infrastructure Committee

- Further discussion in February

5. Community Services Commission

- Discussion: Community Agency Funding

6. Recruitment/Interviews/Appointment

- Change the annual recruitment timeline in 2018



➤ Public Comments

➤ Questions/Discussion



➤ Discussion



1. Training Requirements

- Discussion: Professional Development

2. Council Office Budget & Expenditure Guidelines

- Discussion: Expenses for attending events

3. Public Hearings and Legislative Business

- Discussion: Reduce time for groups to three (3) minutes

4. Time Limitation for Council

- Discussion: Limit general comments to five (5) minutes

5. Personnel Commission

- Discussion: Alternates for advisory boards

6. Community Services Commission

- Discussion: Community Agency Funding