



# CITY OF HAYWARD

Hayward City Hall  
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## Cover Memo

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**File #:** RPT 19-253, **Version:** 1

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**DATE:** March 25, 2019

**TO:** Ad Hoc Committee

**FROM:** City Manager, City Attorney, and City Clerk

**SUBJECT**

Modifications to the Council Member Handbook

**RECOMMENDATION**

That the Ad Hoc Committee reviews proposed changes to the Council Member Handbook (Handbook) and provides direction for recommendations based on feedback expressed at the Council Retreat on February 3, 2019, and subsequent Council meetings.

**SUMMARY**

At the February 3, 2019 Council Retreat, the Council reviewed the Table of Contents of the Handbook and discussed sections they recommended be reviewed and modified. Sections of the Handbook recommended for review have been included in the staff report.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Redlined Council Member Handbook
Attachment III	Excerpt from 2019 Governance Retreat Report
Attachment IV	Council Minutes of 2/3/19
Attachment V	Code of Fair Campaign Practices for Hayward Candidates