



# CITY OF HAYWARD

Hayward City Hall  
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## Cover Memo

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**File #:** LB 21-009, **Version:** 1

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**DATE:** March 2, 2021

**TO:** Mayor and City Council

**FROM:** City Clerk

### **SUBJECT**

Planning Commission Vacancy: Acceptance of Resignation of Mr. Gary Patton from the Planning Commission Effective April 1, 2021, and Direction on Process for Filling the Vacancy

### **RECOMMENDATION**

That the Council accepts the resignation of Mr. Gary Patton from the Planning Commission effective April 1, 2021 and adopts a resolution (Attachment II) appointing former Council Member Al Mendall to fill the vacancy until September 2021.

### **SUMMARY**

Mr. Gary Patton was appointed to the Planning Commission on September 18, 2018 and his term was set to expire September 30, 2022. Mr. Patton's resignation will become effective April 1, 2021 per his resignation letter (Attachment III).

During its City Council retreat on February 20, 2021, Mayor Halliday shared the upcoming Planning Commission vacancy with Council. It was noted that options for filling an unexpected vacancy involved conducting a special recruitment or filling the vacated seat during the 2021 annual appointment process for the City's appointed officials to Commissions and Keep Hayward Clean and Green Task Force.

According to Deputy Development Services Director Buizer, Planning Division staff anticipates a few public hearings in the next six to nine months involving key development sites and additional cannabis businesses, as well as initiatives that would benefit from work session discussions and feedback from the Planning Commission. Planning staff recommended either holding a special recruitment or utilizing the 2020 list of Planning Commission applicants to fulfill the balance of Commissioner Patton's term (approximately 2 years). While staff has conducted special Planning Commission recruitments to fill unexpected vacancies in the past, a special recruitment during shelter in place would limit the community outreach to social media and would not benefit from outreach via water bill inserts, which usually requires two to three months to reach the entire City.

Mayor Halliday suggested the option to appoint former Council Member Al Mendall to fill the vacancy until the Council confirms the 2021 commissions and task force appointments, currently anticipated in September. It was noted that former Council Member Mendall chose to not seek reelection in 2020 and his knowledge after serving on the Council as well as on the Planning Commission would be an asset to the Planning Commission during the interim. He has also expressed a willingness to serve in this short-

term capacity, should the Council appoint him. Some members of the City Council expressed support for the option and one or two were interested in evaluating the 2020 list of Planning Commission applicants who had expressed the Planning Commission as their number one choice for service. Attachment IV is the 2020 Planning Commission List of Applicants.

## **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Resignation Letter
Attachment IV	2020 Planning Commission List of Applicants