



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: RPT 22-106, **Version:** 1

DATE: November 1, 2022

TO: Mayor and City Council

FROM: City Clerk, City Attorney, and City Manager

SUBJECT

Informational Report Describing the Appointment and/or Special Election Process for City Council Vacancy

That Council reviews the process for filling the anticipated unexpired term of Council Member Mark Salinas upon his election to Mayor on November 8 in advance of the decision-making process on Tuesday, December 13.

SUMMARY

The upcoming November General Municipal Election encompassed two races for vacancies for three positions on the Hayward City Council: Mayor and two (2) Council Members. Council Member Mark Salinas is currently running unopposed for Mayor. Council Member Salinas will take his seat as Mayor effective December 13, 2022, which will create a two-year vacancy on the Council. Section 501 of the City's Charter requires that the Council either fill the vacancy or proceed with a special election within 30 days following the occurrence of the vacancy. This report outlines the suggested process for appointing a Council Member to fill the anticipated vacancy resulting from Council Member Salinas becoming Mayor. The new Council would need to make a decision on December 13 regarding conducting an appointment process or calling for a special election.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Sample Application Form