



CITY OF HAYWARD

Hayward City Hall
777 B Street
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Cover Memo

File #: LB 21-054, **Version:** 1

DATE: December 7, 2021

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Mayor Pro Tempore Election: Adopt a Resolution Authorizing the Election of Mayor Pro Tempore of the City of Hayward for 2022

RECOMMENDATION

That Council adopts a resolution (Attachment II) electing the Mayor Pro Tempore.

SUMMARY

It is the Hayward City Council's policy to elect the Mayor Pro Tempore to perform the duties of the Mayor during the Mayor's absence or disability. The current term is based on the calendar year.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	List of Mayor Pro Tempore