



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: APPT 23-001, **Version:** 1

DATE: January 9, 2023

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

City Council Vacancy: Selection and Appointment Process for Two-Year Council Seat

RECOMMENDATION

That the City Council proceeds to interview candidates for the two-year Council seat based on the approved process and timeline; and if the approved process is not successful, Council directs the City Clerk to proceed with the steps necessary to hold a Special Mail Ballot Municipal Election on May 2, 2023.

SUMMARY

At the December 13, 2022 City Council meeting, the Council approved a process for filling a two-year City Council vacancy created when Council Member Mark Salinas was elected Mayor and sworn into office on December 13, 2022. Following the Council meeting and as directed, City staff issued a news release about the Council vacancy (Attachment II). A Notice of Vacancy (Attachment III) was published in the Daily Review c/o Bay Area News Group-East Bay on December 16, 2022.

At the January 3, 2023 City Council meeting, the Council accepted applications from forty-five qualified candidates and approved the interview process to select a member of the City Council. The final list of candidates is included as Attachment IV.

On January 5, 2023, members of the City Council individually nominated up to five applicants and submitted their selections to the City Clerk. The City Clerk tallied choices and invited applicants who received five or more points to interview with the City Council on Monday, January 9, 2023. The nomination matrix is provided as Attachment VI.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	News Release

Attachment III	Proof of Publication
Attachment IV	Final List of Applicants
Attachment V	Nomination Form
Attachment VI	Nomination Matrix