



CITY COUNCIL APPOINTED OFFICERS COMMITTEE SPECIAL MEETING

December 17, 2014

ROOM: 4B, City Hall

TIME: 4:30 p.m.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS: *(The Public Comment section provides an opportunity to address the City Council Committee on items not listed on the agenda. The Committee welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Committee is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.)*

1. Review of Council Appointed Officers' Travel and Training Annual Reports
Attachments

COMMITTEE MEMBER ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

NEXT SPECIAL MEETING – TO BE DETERMINED

****Materials related to an item on the agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office, City Hall, 777 B Street, 4th Floor, Hayward, during normal business hours. An online version of this agenda and staff reports are available on the City's website.****

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the Assistant City Manager at (510) 583-4300 or TDD (510) 247-3340.

CITY HALL, 777 B STREET, HAYWARD, CA 94541
[HTTP://WWW.HAYWARD-CA.GOV](http://www.hayward-ca.gov)

**Council Appointed Officer Travel/Training Annual Report – Miriam Lens
December 2013 – December 2014**

Event/Conference Name	Dates	Location	Cost	City Paid or Employee Paid?	Brief Description – include whether event was required to maintain certifications or other relevant information
2013 City Clerks New Law & Elections Seminar	12/4/13 – 12/6/13	Hyatt Mission Bay, San Diego, CA	\$450.00	City	This conference emphasizes new laws affecting elections and other facets of the city clerk's roles and responsibilities such as the Fair Political Practices Commission, the Brown Act and the Public Records Act. Clerks attend this annual conference for continuing professional education, to discuss current topics, and to learn about new products and services that can better serve the City.
City Clerks Seminar - Hyatt Mission Bay hotel reservation	12/4/13-12/6/13	Hyatt Mission Bay, San Diego, CA	\$299.61	City	
Airfare – for City Clerks Seminar	12/4/13	N/A	\$167.80	City	
Northern California City Clerks Association Division/Business meeting	1/24/14	Garden House at Shoup Park, 400 University Ave, Los Altos CA	\$40.00	City	Topic: City Clerk and Registrar of Voters – Partners in the Election Process
City Clerks Association of California (CCAC) – Membership Renewal 2014	N/A	N/A	\$210.00	City	CCAC membership provides City Clerks with the latest information and it provides members with reduced registration fees to conferences sponsored by the League of California Cities
International Institute of Municipal Clerks – Membership Renewal 2014	N/A	N/A	\$185.00	City	IIMC membership provides information about educational programs, technical support, resources and publications.
Hispanic Community Affairs Council Annual Scholarship Awards Luncheon	5/2/2014	Newark, CA	\$60.00	Employee	

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Northern California City Clerks Association (NCCCA) Division/Business Meeting	9/19/14	Pleasanton Firehouse Arts Center, 4444 Railroad Avenue, Pleasanton CA	\$40.00	City	Topic: Mind the Bridges – Understanding Generational Differences
League of Women Voters Eden Area (LWV-EA) - Membership Renewal 07/2014-06/2015	N/A	N/A	\$50.00	City	The League of Women Voters is a nonpartisan political organization that encourages the informed and active participation of citizens in government.
37 th Annual Volunteer Recognition and Awards Dinner	10/7/14	St. Rose Hospital's Grand White Tent, Hayward, California	\$40	City	
2014 City Clerks New Law & Elections Seminar	12/3/14-12/5/14	Hyatt Regency Monterey, CA	\$450.00	City	This conference emphasizes new laws affecting elections and other facets of the city clerk's roles and responsibilities such as the Fair Political Practices Commission, the Brown Act and the Public Records Act. Clerks attend this annual conference for continuing professional education, to discuss current topics, and to learn about new products and services that can better serve the City.
City Clerks Seminar - Hyatt Regency Monterey hotel reservation	12/3/14-12/5/14	Hyatt Regency Monterey, CA	\$332.40	City	

**Council Appointed Officer Travel/Training Annual Report – Michael Lawson
October 2013 – December 2014**

Event/Conference Name	Dates	Location	Cost	City Paid or Employee Paid?	Brief Description – include whether event was required to maintain certifications or other relevant information
Sterling v. COH	10/2/13	S.F. Federal Court	Mileage/Toll	City	Mediation/Settlement Conference
McGraw v. COH	10/2/13	Oakland Superior Court	Mileage	City	Jury Trial
Oliveira v. COH	1/14/14	S.F. Federal Court	Mileage/Toll	City	Mediation/Settlement Conference
MLK Event	1/20/14	Chabot College	N/A	N/A	Annual Event
Rojas v. COH	1/25/14	Walnut Creek	Mileage	City	Mediation/Settlement Conference
Chamber of Commerce	1/25/14	CSUEB	N/A	City	Annual Dinner
Liebert, Cassidy, Whitmore	2/21/14 & 2/22/14	S.F. Hyatt	N/A	City	Employment Law Update (12 Hours of State Bar Mandatory Continuing Legal Education)
Public Contracting & Environmental Law	3/26/14	Oakland City Hall	\$45.00 + Mileage	City	Public Contracting & Environmental Law Update (2.5 hours of State Bar Mandatory Continuing Legal Education)
ALUC Meeting	5/21/14	Alameda Co. Hayward	Mileage	City	Attend ALUC Meeting RE: Southland
Hispanic Chamber Unity Council	5/2/14	Newark	\$60.00	Employee	Annual Event
Braddock v. COH	5/8/14	Oakland	Mileage	City	Mediation/Settlement Conference
City View/Hidden Hills	6/6/14	City View	Mileage	City	Tour Hidden Hills Club

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October 2013 – December 2014**

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		Apartments			
League of California Cities - Police Civil Liability Update	7/27/14	City Hall	N/A	N/A	Webinar on Police Liability (one hour of State Bar Mandatory Continuing Legal Education)
Rabani v. COH Eminent Domain	8/18/14	San Ramon	Mileage	City	Mediation/Settlement Conference
Southland Mall HAHS	9/25/14	Hayward Area Historical Society	N/A	N/A	50 th Anniversary of Southland Mall
Huynh v. COH Mediation	9/29/14	City Hall	N/A	N/A	Mediation/Settlement Conference
9 th Circuit U.S. Court of Appeals	10/6/14	S.F. 9 th Circuit	Mileage + Toll	City	James v. COH Appeals Court Hearing
Volunteer Dinner	10/7/14	St. Rose Hospital	\$40.00	City	Annual Event
Swearing in of New Union City Police Chief	10/16/14	Union City Center	N/A	N/A	Swearing-in of Darryl McAllister
Hackney v. COH	10/17/14	S.F. Federal Court	Mileage + Toll	City	Mediation/Settlement Conference
Russell City Energy Company v. COH	10/31/14	Oakland Federal Court	Mileage	City	Hearing Motion to Dismiss
NAACP Dinner	11/7/14	Fremont	\$225.00	Employee	Three Tickets to Annual Event
Net Connection v. COH	11/12/14	Oakland	Mileage	City	Meeting with District Attorney
Ochoa v. COH	11/17/14	S.F. Federal Court	Mileage + Toll	City	Mediation/Settlement Conference
City View/Hidden Hills	11/20/14	City View Appartments	Mileage	City	Meeting with Owners- Recreation Amenities
California Police Officers "Association – Legislature Update	12/10/14	Walnut Creek City Hall	\$90.00 + Mileage	City	Legislature Update on AB 1147, Prop 47
Whitted v. COH	12/29/14	S.F. Federal Court	Mileage + Toll	City	Mediation/Settlement Conference

**Council Appointed Officer Travel/Training Annual Report – Fran David, City Manager
January - December 2014**

Dates	Event/Conference Name	Location	Cost	City Paid or Employee Paid?	Brief Description – include whether event was required to maintain certifications or other relevant information
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TRAINING & TRAVEL					
1/6 & 1/7/2014	Executive Team Retreat	Hayward	\$200+	Employee	Dinner for Participants
1/15/14	ACCMA: Alameda County City Manager's Association	San Leandro	Auto expenses: \$8	Employee	Monthly City Managers' meeting
1/23/14	Revenue & Taxation Policy Committee	Sacramento	Auto expenses: \$110 +; parking of \$20	Employee	Quarterly Meeting
1/24/14	Measure A Oversight Committee	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
1/24/14	Kaiser Meeting w/Valle	Oakland	Auto expenses: \$34	Employee	Tennyson Community Center funding
1/30/14	China Silicon Valley Round Table	Newark	Auto expenses: \$13	Employee	
2/5-2/7/2014	City Managers Dept. Meeting	Long Beach	\$450	Employee	Flight, taxi, airport parking, hotel
2/13/2014	East Bay EDA Innovations Award	Oakland	\$106.49 + \$35 for auto	Employee	

**Council Appointed Officer Travel/Training Annual Report – Fran David, City Manager
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			and parking:		
2/19/2014	ACCMA	San Leandro	Auto expenses: \$8	Employee	Monthly City Managers' meeting
2/21/2014	Alliance of CEOs	San Ramon	Auto expenses:\$12	Employee	Monthly Meeting
2/25-2/27/2014	ICS Training	Hayward	None		Training put on by City of Hayward re Emergency Incident Management
2/28/14	Measure A Oversight Committee	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
3/19/14	ACCMA	San Leandro	Auto expenses: \$8	Employee	Monthly City Managers' meeting
3/21/2014	Alliance of CEOs	Livermore	Auto expenses:\$25	Employee	Monthly Meeting
3/28/2014	Measure A Oversight Committee	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
4/3/2014	Revenue & Taxation Policy Committee	Ontario	Flight plus taxi and parking: \$200	Employee	Quarterly Meeting
4/9/14	ACMC: Alameda County Mayors'	Livermore	Auto expenses:	Employee	

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	Conference		\$25		
4/16/2014	ACCMA	San Leandro	Auto expenses: \$8	Employee	Monthly City Managers' meeting
4/18/2014	Alliance of CEOs	Fremont	Auto expenses: \$15	Employee	Monthly Meeting
4/25/ 2014	Measure A Oversight Committee	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
4/29/2014	Alliance of CEOs	San Francisco	Auto expenses:\$44	Employee	Monthly Meeting
5/2/2014	Hispanic Affairs Council Luncheon	Newark	\$575	Employee	Charity event
5/7/2014	Municipal Managers Association of Northern CA	San Jose	Auto expense and parking: \$50	Employee	Leadership Summit
5/8 – 5/9/2014	ICMA West Coast Regional Summit	San Jose	\$250	Employee	
5/14/14	ACMC	Alameda	Auto expenses:\$13	Employee	

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5/16/2014	Alliance of CEOs	San Ramon	Auto expenses:\$12	Employee	Monthly Meeting
5/21/2014	ACCMA	San Leandro	Auto expenses: \$8	Employee	Monthly City Managers' meeting
5/29/2014	Alliance of CEOs	San Francisco	Auto expenses and parking:\$50	Employee	Special Seminar
5/30/14	Measure A Oversight Committee	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
6/11/14	ACMC	Piedmont	Auto expenses:\$18		
6/27/2014	Measure A Oversight Committee	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
7/16/2014	ACCMA	San Leandro	Auto expenses: \$8	Employee	Monthly City Managers' meeting
7/18/2014	Alliance of CEOs	Vacaville	Auto expenses:\$75	Employee	Monthly Meeting
7/25/2014	City Manager's Department Executive Committee Meeting	Millbrae	\$175 plus \$25 Auto expenses	Employee	Quarterly Meeting

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8/22/2014	Alliance of CEOs	San Jose	Auto expenses: \$33	Employee	Special seminar
9/10/14	ACMC	Albany	Auto expenses:\$17	Employee	
9/19/2014	ACCMA	San Leandro	Auto expenses: \$8	Employee	Annual Work Plan Development
9/24-9/26	Executive Team Retreat	Hayward/ Fremont	\$400+	Employee	Lunch & Dinner for Participants
10/24/2014	Measure A Oversight Committee	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
10/7/2014	NAACP 36 th Annual Awards Gala	Did not attend	\$500	Employee	Contribution
11/10/2014	First Tee of Oakland at Stonebrae	Did not attend	\$450	Employee	Contribution for two Hayward youth to play in tournament
11/12/2014	ACMC	San Ramon	\$50	City: \$50	Monthly Meeting
11/19/2014	ACCMA	San Leandro	Auto expenses: \$8	Employee	Monthly Meeting
11/21/2014	Alliance of CEOs	San Ramon	Auto expenses:\$12	Employee	Monthly Meeting

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12/04/2014	Oral Board Service	Pleasanton	Auto expenses:\$29	Employee	
12/10/14	ACMC	Newark	Auto expenses:\$13	Employee	
12/17/2014	ACCMA	Livermore	\$50 + auto expenses: \$25	Employee	Holiday dinner
Approximate Subtotal			\$4,000	Employee	

ORGANIZATIONS					
Annual	Alameda County City/County Managers Association (ACCMA)	Alameda County, primarily San Leandro	\$350	City	Traditionally required
Annual	Alliance of CEO's	East Bay	\$4,800	Employee	
Annual	ICMA	N/A	\$1,500	City	Required to maintain certification; part of employment contract

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Annual	Local Government Commission (LCG)	East Bay	\$75.00	City	Required for City to be a member; membership is for individuals only
Annual	Misc		\$2,500	Employee	Various work-related expenses and/or contributions
Subtotal			\$7,300	Employee	
APPROXIMATE TOTAL			\$11,300	Employee	