



**DATE:** June 28, 2022

**TO:** Mayor and City Council

**FROM:** City Clerk

**SUBJECT:** City Commissions and Keep Hayward Clean and Green Task Force: Review of Ten Reappointment Requests and Approval of Interview Process for July 12, 2022

## **RECOMMENDATION**

That Council: 1) reviews four Community Services Commission, two Library Commission, one Personnel Commission, and three Planning Commission reappointment requests; 2) reviews the annual report of Council's appointed bodies comprising members' attendance records, completion of trainings, and overall performance; and 3) confirms the process for conducting the annual interviews on July 12, 2022.

## **SUMMARY**

The annual recruitment for City commissions and the Keep Hayward Clean and Green Task Force (KHCG TF) was conducted from April 5, 2022 to June 16, 2022. There were thirteen vacancies at the beginning of the recruitment and by the end there were fourteen due to the resignation of one additional member. There are four Community Services Commission, two Library Commission, one Personnel Commission, and three Planning Commission reappointment requests. Forty-five (45) applications were received by the submission deadline and thirty-nine (39) applicants qualified to be considered for appointment. Attachment III contains the final list of applicants and their preference for service. A digital binder containing all qualified applications was made available on June 23, 2022.

## **BACKGROUND AND DISCUSSION**

City staff identified City commissions and KHCG TF members whose terms expire in September 2022 and contacted them to confirm their desire to continue serving. Table 1 below summarizes the current vacancies for all meeting bodies. Tables 2 to 6 summarize the individual meeting bodies. Attachment II contains detailed information by meeting body including demographic data reflecting the current composition of each meeting body. This information is intended to inform the Council about the current composition of meeting bodies and urge the Council to select representatives from sectors/groups not yet represented.

**TABLE 1: SUMMARY OF VACANCIES:**

| Body                | Vacant Seat(s) | Seeking Reappointment | Not Seeking Reappointment | Total     |
|---------------------|----------------|-----------------------|---------------------------|-----------|
| CSC <sup>1</sup>    | 2              | 4                     | 0                         | 6         |
| LC <sup>2</sup>     | 0              | 2                     | 0                         | 2         |
| Pers C <sup>3</sup> | 0              | 1                     | 2                         | 3         |
| PC <sup>4</sup>     | 0              | 3                     | 0                         | 3         |
| KHCGTF <sup>5</sup> | 8              | 0                     | 2                         | 10        |
| <b>Total</b>        |                |                       |                           | <b>24</b> |

**TABLE 2: COMMUNITY SERVICES COMMISSION (CSC):**

| # | Name of Commissioner | Date Appointed | Term Expires | Seeking Reappointment | Not Seeking Reappointment | Resigned |
|---|----------------------|----------------|--------------|-----------------------|---------------------------|----------|
| 1 | Artavia Berry        | 9/10/19        | 9/30/22      | x                     |                           |          |
| 2 | Arti Garg            | 9/18/18        | 9/30/22      | x                     |                           |          |
| 3 | Lacei Ramirez-Amodei | 9/21/21        | 9/30/22      | x                     |                           |          |
| 4 | Collin Thormoto      | 9/21/21        | 9/30/22      | x                     |                           |          |
| 5 | Tatiana Backlund     | 9/21/21        | 9/30/25      |                       |                           | 2/22/22  |
| 6 | Corina Vasaure       | 9/18/18        | 9/30/25      |                       |                           | 6/20/22  |

(\*) CSC Member Arti Garg has also applied for consideration on the Planning Commission.

**TABLE 3: LIBRARY COMMISSION:**

| # | Name of Commissioner | Date Appointed | Term Expires | Seeking Reappointment |
|---|----------------------|----------------|--------------|-----------------------|
| 1 | Shonda Goward        | 9/21/21        | 9/30/22      | x                     |
| 2 | Shareen Purcell      | 3/22/22        | 9/30/22      | x                     |

<sup>1</sup> [Community Services Commission](#)

<sup>2</sup> [Library Commission](#)

<sup>3</sup> [Personnel Commission](#)

<sup>4</sup> [Planning Commission](#)

<sup>5</sup> [Keep Hayward Clean and Green Task Force](#)

**TABLE 4: PERSONNEL COMMISSION (PERC):**

| # | Name of Commissioner | Date Appointed | Term Expires | Seeking Reappointment | Not Seeking Reappointment |
|---|----------------------|----------------|--------------|-----------------------|---------------------------|
| 1 | Denise Thompson      | 9/10/19        | 9/30/22      | x                     |                           |
| 2 | Nicolia Gooding      | 9/15/18        | 9/30/22      |                       | x                         |
| 3 | Zheefong He          | 9/15/18        | 9/30/22      |                       | x                         |

**TABLE 5: PLANNING COMMISSION (PC):**

| # | Name of Commissioner | Date Appointed | Term Expires | Seeking Reappointment |
|---|----------------------|----------------|--------------|-----------------------|
| 1 | Ray Bonilla Jr.      | 9/19/17        | 9/30/22      | x                     |
| 2 | Brigitte Lowe        | 9/21/21        | 9/30/22      | x                     |
| 3 | Zachariah Oquenda    | 1/26/21        | 9/30/22      | x                     |

**TABLE 6: KEEP HAYWARD CLEAN AND GREEN TASK FORCE (KHCGTF):**

| #  | Name               | Date Appointed | Term Expires | Not Seeking Reappointment | Resigned |
|----|--------------------|----------------|--------------|---------------------------|----------|
| 1  | Michael Chand      | 9/21/21        | 9/30/25      |                           | 05/03/22 |
| 2  | Raul Chavez        | 9/15/20        | 9/30/23      |                           | 05/17/22 |
| 3  | Reanne Meighan     | 9/15/20        | 9/30/23      |                           | 05/17/22 |
| 4  | Adam Murphy        | 9/10/19        | 9/30/23      |                           | 11/16/21 |
| 5  | Edward Moore       | 9/15/20        | 9/30/24      |                           | 06/07/22 |
| 6  | Adithya Naresh     | 9/18/18        | 9/30/22      |                           | 05/17/22 |
| 7  | Chiemeka Okoronkwo | 9/10/19        | 9/30/23      |                           | 09/28/21 |
| 8  | Gerald Sannebeck   | 9/15/20        | 9/30/24      |                           | 10/20/21 |
| 9  | Bert Manzo         | 9/18/18        | 9/30/22      | x                         |          |
| 10 | Wilfredo Hoffer    | 9/15/20        | 9/30/22      | x                         |          |

**Interview Process for July 12, 2022**

On July 6, 2022, the KHCG TF Subcommittee will interview applicants who have indicated KHCG TF as their preference for service. Applicants selected by the Subcommittee will be recommended to the City Council. The City Council may accept the Subcommittee's recommendation and/or choose to invite individuals to interview with the City Council on July 12, 2022.

The City Council may continue the interview process involving the “pre-screening” step that would allow the City Council to narrow the field of candidates to be interviewed. Council Members have the opportunity to review the applications submitted by qualified applicants and select applicants for each meeting body. Council Members would communicate their selections to the City Clerk by Friday, July 1, 2022, by completing the Selection Form (Attachment IV). Applicants who receive three points would be invited to interview with the City Council on July 12, 2021.

## **FISCAL IMPACT**

There is no fiscal impact associated with this report.

## **STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not relate to any of the projects outlined in the Council’s Strategic Roadmap.

## **PUBLIC CONTACT**

Information about the annual recruitment was disseminated via various channels. Table 7 below provides a summary of the outreach efforts completed to date.

**TABLE 7: OUTREACH SUMMARY:**

| <b>2022 Outreach Efforts</b>                       | <b>Date</b>            | <b>Attendance/Reach</b> |
|----------------------------------------------------|------------------------|-------------------------|
| City Newsletter - The Stack                        | 4/5/2022, 4/12/2022    | 64,113                  |
| 49th Annual Hawaiian May Day                       | 5/7/22                 | citywide                |
| April 23 Earth Poster Day – Weekes Park            | 4/23/22                | 80 attendees            |
| Hayward’s 1 <sup>st</sup> Literary Hop in Downtown | 4/30/22                | citywide                |
| The Pioneer Advertising (CSU-East Bay)             | Graduation Issue       | CSUEB students          |
| Social Media: Facebook                             | 4/8/2022 - 6/15/2022   | 7,197 followers         |
| Social Media: Twitter                              | 4/7/2022 - 6/16/2022   | 6,265 followers         |
| Social Media: NextDoor                             | 4/7/2022, 6/10/2022    | 35,864 followers        |
| Social Media: Instagram                            | 4/7/2022 - 6/13/2022   | 3,829 followers         |
| Water bill mailer / insert & Excise Tax bills      | 3/25/22 – mid May 2022 | reached                 |

## **NEXT STEPS**

If the City Council approves the interview selection process, applicants will be invited to interview with the City Council on July 12, 2022.

*Prepared and Recommended by:* Miriam Lens, City Clerk

Approved by:

A handwritten signature in black ink, appearing to read 'McAdoo', with a long horizontal flourish extending to the right.

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Kelly McAdoo, City Manager