



DATE: September 10, 2019

TO: Mayor and City Council

FROM: City Clerk

SUBJECT: Appointments and Reappointments to the Community Services Commission, Keep Hayward Clean and Green Task Force, Library Commission, Personnel Commission and Planning Commission

RECOMMENDATION

That the City Council adopts the resolution (Attachment II) confirming twenty-five appointments and nine reappointments to the City's Commissions and Task Force as follows: Community Services Commission (5); Keep Hayward Clean and Green Task Force (17); Library Commission (5); Personnel Commission (4); and Planning Commission (3). Table 1 provides information by meeting body.

SUMMARY

The annual recruitment for Commissions and the Keep Hayward Clean and Green Task Force (KHCGTF) was conducted from April 5, 2019 to July 5, 2019. One-hundred seventeen applications were received by the submission deadline and ninety-two applicants qualified to be considered for appointment. Following a process for evaluating requests for reappointment, attendance records, and overall performance of eligible members of the City's Commissions and KHCGTF, the City Council approved nine requests for reappointment as presented in Tables 2 through 6. The City Council also accepted eleven recommendations for KHCGTF service from the KHCGTF Subcommittee. Following a pre-screening process and 33 interviews, the City Council selected thirteen applicants for service on the Community Services Commission, Library Commission, Personnel Commission, and Planning Commission, and additionally, one individual for service on the KHCGTF. The resolution confirming the appointment and reappointment of members (Attachment II) contains the names by meeting body.

BACKGROUND AND DISCUSSION

On July 10, 2019, the KHCGTF Subcommittee, comprising KHCGTF Members Chuck Horner, Ginny Delaney, Ali Divine, and Jeff Haman, interviewed twenty-one applicants who had indicated KHCGTF as their first and only preference for service. Eleven applicants, selected by the Subcommittee, were recommended to the City Council.

During the Special City Council meeting on July 16, 2019, and as provided in the City Council Member Handbook, the City Council reviewed eleven reappointment requests and a report comprising all members' attendance records, completion of mandatory trainings, and overall performance. Based on attendance records and overall performance, the Council directed staff to invite four current members to meet with the City Council on July 23, 2019 and discuss their candidacy and attendance records. The four members were Planning Commission Member Daniel Goldstein, Planning Commission Member Julius Willis Jr., Library Commission Member Pedro Reynoso, and Library Commission Member Luis Prada. The reappointment request of Planning Commission Member Daniel Goldstein was accepted understanding that his attendance record would be carefully reviewed for the upcoming year. The reappointment request of Planning Commission Member Julius Willis Jr. was not accepted. Library Commission Member Luis Prada's seat was also vacated. The Council also accepted Library Commission Member Pedro Reynoso's request to continue to serve the remainder of his term. The two vacated seats were filled with selected members. Table 1 summarizes the filled seats and approved requests for reappointment by meeting body. Tables 1 through 6 summarize information by meeting body.

TABLE 1: SUMMARY OF FILLED VACANCIES AND APPROVED REAPPOINTMENTS

BODY	FILLED SEATS	APPROVED REAPPOINTMENT(S)	TOTAL
CSC ¹	3	2	5
KHCGTF ²	12	5	17
LC ³	5	0	5
Pers C ⁴	3	1	4
PC ⁵	2	1	<u>3</u>
			<u>34</u>

*The KHCGTF has five seats left unfilled while staff evaluates decreasing the number of members.

TABLE 2: COMMUNITY SERVICES COMMISSION (CSC):

#	NAME	APPROVED REAPPOINTMENT	NOT CONTINUING
1	Arvindra Reddy		x
2	Elisha Crader		x
3	Arzo Mehdavi	x	
4	Zachariah Oquenda	x	
5	Julie Roche*		x

¹ [Community Services Commission](#)

² [Keep Hayward Clean and Green Task Force](#)

³ [Library Commission](#)

⁴ [Personnel Commission](#)

⁵ [Planning Commission](#)

*Ms. Julie Roche was selected for service on the Planning Commission.

TABLE 3: LIBRARY COMMISSION:

#	NAME	TERMING OUT	NOT CONTINUING
1	Peter Bufete	x	
2	Kari McAllister	x	
3	Iris Murillo		x
4	Samantha Zhang		x
5	Luis Prada		x

TABLE 4: KEEP HAYWARD CLEAN AND GREEN TASK FORCE (KHCGTF):

#	NAME	APPROVED REAPPOINTMENT	NOT CONTINUING	RESIGNED
1	Jeffrey Haman	x		
2	Chuck Horner	x		
3	Lenora Taylor	x		
4	Jacquelyn Young	x		
5	Sharon Eva	x		
6	Tim Romano-Pugh		x	
7	Anika Patterson		x	
8	Tawana Smith		x	
9	Megha Salpekar		x	
10	Linda Dobb			10/3/17
11	Dwight Turner			2/6/18
12	Jillian Hogan			6/5/18
13	Stephen Ochoa			7/10/18
14	Wandra Williams			7/24/18
15	Arti Garg			9/18/18
16	Rick Solis			9/18/18
17	Lynne Clifton			1/8/19
18	Frederica Brewer			3/19/19
19	Hasieb Lemar			4/02/19
20	Vacancy (Added by Bylaws 3/23/17)			
21	Vacancy (Added by Bylaws 3/23/17)			
22	Vacancy (Added by Bylaws 3/23/17)			

TABLE 5: PERSONNEL COMMISSION:

#	NAME	TERMING OUT	APPROVED REAPPOINTMENT	NOT CONTINUING
1	Rachel Lucas			x
2	Doris Yates	x		
3	Mekia Fields			x
4	Erika Cortez		x	

TABLE 6: PLANNING COMMISSION (PC):

#	NAME	APPROVED REAPPOINTMENT	TERMING OUT	NOT CONTINUING
1	Dianne McDermott		x	
2	Daniel Goldstein	x		
3	Julius Willis Jr.			x

Council Members reviewed ninety-two applications and individually communicated their selections for Commissions to the City Clerk. There were thirty-one applicants who received at least three points and were invited to interview with the City Council on July 23, 2019 during a Special City Council meeting. Following the interviews, the City Council selected individuals for service as outlined in Attachment II.

As the number of impressive candidates was greater than the number of vacancies, City Council asked staff to evaluate the possibility of appointing alternates. Staff's analysis concluded in a recommendation, as a trial basis, of a waitlist of applicants who had been interviewed by the City Council but were not selected for service. The waitlist would be valid for one year and would expire at the beginning of the new recruitment. The process for appointing from the waitlist would follow the resolution accepting the resignation of a member. Any member of the City Council could pull from the consent calendar the report accepting the resignation and recommend that the City Clerk contact applicants on the wait list to confirm their interests in serving and eligibility status. The City Council, at a subsequent Council meeting, could nominate someone from the list to fill the vacated position for the remainder of the unexpired term.

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC INITIATIVES

This agenda item is a routine operational item and does not relate to one of the Council's Strategic Initiatives.

PUBLIC CONTACT

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

TABLE 7: OUTREACH SUMMARY:

2019 Outreach	Date	Attendance/ Reach
Press Release	4/5/19	Citywide
Community Open House (Glide Tidings Church)	4/6/19	57 individuals
36th Annual Citywide Clean-Up & Community Fair	4/27/19	200 individuals
The Pioneer - CSU East Bay Newspaper	5/16/19	18,000 subscribers
The Daily Review, Hayward Newspaper	6/21/19	15,600 subscribers
Water Bill Mailer / Insert	4/16/19	30,000 residents
Water Bill Electronic Service	4/29/19	3,184 residents
Electronic Boards (Southland and Clear Channel)	4/5 - 7/5/19	Citywide
Social Media: Facebook	4/5 - 7/5/19	5,824 followers
Social Media: Twitter	4/5 - 7/5/19	4,146 followers
Social Media: NextDoor	4/5 - 7/5/19	19,372 members
Social Media: Instagram	4/5 - 7/5/19	1,304 followers
Channel 15	4/5 - 7/5/19	Citywide
City Newsletter - The Stack	4/9/19	67,807 subscribers
Cinco de Mayo Festival, Downtown Hayward	5/4/19	~ 5,000 individuals
Downtown Hayward Street Party	6/21/19	6,700 individuals
Email to HPD Community Advisory Panel Applicants	6/25/19	71 applicants
Movie in the Plaza (City Hall)	6/28/19	600 individuals
State of the City Address – Chamber of Commerce	6/27/19	160
Tennyson All America Festival	6/29/19	2,000 individuals
Hayward Chamber of Commerce Email Distribution	6/3/19	1,300 individuals

NEXT STEPS

Following Council's action, the City Clerk will administer the oath of affirmation to the new and reappointed members.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:



Kelly McAdoo, City Manager