



DATE: September 17, 2024

TO: Mayor and Council Members

FROM: City Clerk

SUBJECT: City Commissions and Keep Hayward Clean and Green Task Force: Adopt a Resolution Confirming the Appointment and Reappointment of Members of the Community Services Commission, Keep Hayward Clean and Green Task Force, Library Commission, Personnel Commission and Planning Commission

RECOMMENDATION

That the Council adopts a resolution (Attachment II) confirming five (5) appointments and ten (10) reappointments to the City's Commissions and Task Force as follows: Community Services Commission (1); Keep Hayward Clean and Green Task Force (8); Library Commission (3); Personnel Commission (2); and Planning Commission (1). The resolution also identifies one alternate for the Planning Commission. Table 1 provides information by meeting body.

SUMMARY

The annual recruitment for City commissions was conducted from May 14, 2024, to August 2, 2024. This year, recruitment for the Community Services Commission and Keep Hayward Clean and Green Task Force (KHCGTF) was not conducted as the Council is currently evaluating the membership size of both groups. There were five vacancies: Library Commission (2); Personnel Commission (2); and Planning Commission (1). A total of twenty-six applications were received by the submission deadline, with twenty-four applicants qualifying for consideration. Following a process for evaluating requests for reappointment, reviewing attendance records and overall performance of eligible members of the City's commissions and KHCGTF, the Council recommended advancing ten requests for reappointment as presented in Table 1. Certain members' requests were recommended to continue contingent on completion of required trainings by September 11, 2024, and compliance with the attendance policy within the next six months. Following a pre-screening process and twelve interviews on August 27, 2024, the Council selected six applicants for service on the Library Commission, Personnel Commission and Planning Commission. The resolution (Attachment II) confirming the appointment and reappointment of members contains the names by meeting body.

BACKGROUND AND DISCUSSION

During the special Council meeting on August 20, 2024¹, and as provided for in the Council Member Handbook, the Council reviewed ten reappointment requests and the annual report of Council's appointed bodies comprising members' attendance records and completion of mandatory trainings. During the same meeting, the Council supported staff's recommendation to continue members, who were identified as not conforming to required mandatory Ethics/Harassment Prevention trainings and not maintaining the seventy-five percent attendance policy, contingent on completion of required trainings by September 11, 2024, and maintaining their attendance in good standing for the next six months. Lack of members' compliance with the required trainings or attendance policy would warrant their dismissal.

Following current practice, members of the Council reviewed and pre-screened all applications and individually communicated their selections the City Clerk's office as provided in the August 20, 2024, staff report. Fifteen applicants received at least three points and were invited to interview with the Council on August 27, 2024. The August 27, 2024², Council staff report, and attachments provide information about the pre-selected applicants and all the particulars related to the selection/interview process. At the conclusion of the interviews, the City Council selected six applicants for service on City commissions as outlined in Attachment II.

The length of term for the individual identified as the Planning Commission alternate will be good for one year and expire in September 2025. The appointment process will involve two separate actions on the same Council agenda: 1) resolution accepting the resignation of a member; and 2) resolution recommending the alternate to fill the vacated position for the remainder of the unexpired term. The City Clerk's office will ensure the alternate continues to be interested in serving and will confirm the alternate's eligibility status prior to recommending for service.

Table 1 summarizes all filled seats and approved requests for reappointment by meeting body. Tables 2 through 6 summarize information by meeting body.

¹ 8/20/24 Staff Report: [CITY OF HAYWARD - Meeting of City Council on 8/20/2024 at 5:30 PM \(legistar.com\)](#)

² 8/27/24 Staff Report: [CITY OF HAYWARD - File #: RPT 24-064 \(legistar.com\)](#)

TABLE 1: SUMMARY OF FILLED VACANCIES AND APPROVED REAPPOINTMENTS

Body	Filled Vacancies	Approved Reappointments	Total
CSC ³	0	1	1
KHCGTF ⁴	0	8	8
LC ⁵	2	1	3
Pers C ⁶	2	0	2
PC ⁷	1	0	1
	5	10	15

TABLE 2: COMMUNITY SERVICES COMMISSION (CSC):

#	Name	Date Appointed	Term Expires	Seeking Reappointment	Not Seeking Reappointment
1	Tyne Johnson	9/12/23	9/30/24		x
2	Elaine Alvite	10/11/22	9/30/24	x	

TABLE 3: KEEP HAYWARD CLEAN AND GREEN TASK FORCE (KHCGTF):

#	Name	Date Appointed	Term Expires	Seeking Reappointment	Resigned
1	Chuck Horner	2/06/07	9/30/27		9/26/2023
2	Blytha Bowers	4/15/08	9/30/24	x	
3	Gwenda G. Dossey	9/12/23	9/30/24	x	
4	Mohaned Elwali	9/21/21	9/30/24	x	
5	Tom Ferreira	9/21/21	9/30/24	x	
6	Vikram Gautham	9/12/23	9/30/24	x	
7	Douglas Mansel	9/21/21	9/30/24	x	
8	Debra Patton	9/10/19	9/30/24	x	
9	Chandrakala Siramdas	9/20/22	9/30/24	x	

³ [Community Services Commission](#)⁴ [Keep Hayward Clean and Green Task Force](#)⁵ [Library Commission](#)⁶ [Personnel Commission](#)⁷ [Planning Commission](#)

TABLE 4: LIBRARY COMMISSION (LC):

#	Name	Date Appointed	Term Expires	Seeking Reappointment	Resigned
1	Priscilla Banks	9/10/19	9/30/25		7/1/2024
2	Carl Gorringer	9/15/20	9/30/25		7/1/2024
3	Amalia Navarro	9/15/20	9/30/24	x	

TABLE 5: PERSONNEL COMMISSION (PERC):

#	Name	Date Appointed	Term Expires	Not Seeking Reappointment	Resigned
1	Rachel Zargar	9/15/20	9/30/24	x	
2	Megan Sediqui	9/12/23	9/30/27		9/1/2024

TABLE 6: PLANNING COMMISSION (PC):

#	Name	Date Appointed	Term Expires	Seeking Reappointment	Resigned
1	Aidan Ali-Sullivan	9/15/20	9/30/24	x	1/30/2024

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC ROADMAP

This agenda item relates to goals outlined in the Council's Strategic Roadmap. Staff analyzed data pertaining to the composition of members of Council's appointed bodies. These efforts sought to eliminate racial inequities, mitigate unintended consequences, and advance the goals of the Commitment for an Inclusive, Equitable and Compassionate Community and the 2020 Racial Equity Action Plan. The City made great progress with the passage of Measure OO in November of 2018 which made it possible for Hayward residents to be civically engaged regardless of whether they are registered or eligible to be registered to vote. During this recruitment, staff continued recruitment efforts with an equity lens in mind and focused efforts in areas lacking representation in current meeting bodies. It is staff's goal to have Council's appointed bodies from diverse backgrounds reflecting a diverse, equitable and inclusive community.

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. All related agendas were posted in accordance with the Brown Act.

TABLE 7: OUTREACH SUMMARY:

<u>2024 OUTREACH EFFORTS</u>	<u>DATE</u>	<u>ATTENDANCE/REACH</u>
CITY NEWSLETTER - THE STACK	5/14/24; 7/9/24	53,102 RECIPIENTS
ANNUAL EARTH DAY CITYWIDE CLEAN-UP EVENT	4/20/24	~ 300 ATTENDEES
HOMEGROWN IN HAYWARD EVENT	4/27/24	50 ATTENDEES
HAWAIIAN MAY DAY FESTIVAL	5/11/24	10,000 ATTENDEES
HAYWARD LATIN JAZZ FESTIVAL	6/1/24	9,000 ATTENDEES
JUNETEENTH CELEBRATION	6/22/24	4,000 ATTENDEES
ALL AMERICA FESTIVAL	6/29/24	600 ATTENDEES
WATER BILL AND EXCISE TAX MAILER	5/15/24 - 7/18/24	46,445 MAILERS
THE PIONEER CSUE ONLINE AD	5/1 - 5/30	STUDENTS
CHABOT COLLEGE WORKSHOP	6/11/24	18 ATTENDEES
DOWNTOWN HAYWARD STREET PARTIES	6/20/24 & 7/18/24	8,000 ATTENDEES
SOCIAL MEDIA: FACEBOOK	5/14/24 - 8/2/24	250,951 IMPRESSIONS
SOCIAL MEDIA: TWITTER	5/14/24 - 8/2/24	63,254 IMPRESSIONS
SOCIAL MEDIA: INSTAGRAM	5/14/24 - 8/2/24	115,893 IMPRESSIONS
SOCIAL MEDIA: LINKEDIN	5/14/24 - 8/2/24	31,020 IMPRESSIONS

NEXT STEPS

Following Council's actions, oaths of affirmation will be administered to newly and reappointed members.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:



Dustin Claussen, Interim City Manager