



DATE: September 20, 2022

TO: Mayor and City Council

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, Planning Commission and Personnel Commission

RECOMMENDATION

That the Council adopts a resolution (Attachment II) confirming fifteen (15) appointments and ten (10) reappointments to the City's Commissions and Task Force as follows: Community Services Commission (6); Keep Hayward Clean and Green Task Force (11); Library Commission (2); Personnel Commission (3); and Planning Commission (3). The resolution also identifies three selected alternates. Table 1 provides information by meeting body.

SUMMARY

The annual recruitment for City Commissions and the Keep Hayward Clean and Green Task Force (KHCG TF) was conducted from April 5, 2022 through 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. Forty-five (45) applications were received by the submission deadline and thirty-nine (39) applicants qualified to be considered for appointment. Following a process for evaluating requests for reappointment, reviewing attendance records and overall performance of eligible members of the City's Commissions and KHCG TF, the Council approved ten requests for reappointment as presented in Table 1. The Council also accepted ten recommendations for KHCG TF service from the KHCGTF Subcommittee. Following a pre-screening process and twenty interviews, the Council selected five applicants for service on the Community Services Commission, Personnel Commission, and Keep Hayward Clean and Green Task Force. The resolution confirming the appointment and reappointment of members (Attachment II) contains the names by meeting body.

BACKGROUND AND DISCUSSION

During the special Council meeting on June 28, 2022¹, and as provided for in the Council Member Handbook, the Council reviewed eight reappointment requests and the annual report of Council’s appointed bodies comprising members’ attendance records, completion of mandatory trainings, and identified ten members who were invited to meet with Council due to their attendance at meetings being below the seventy-five percent requirement of total meetings attended from September 2021 to May 2022. Following the June 28, 2022 meeting, one member was found to be excused from meetings and one was able to clarify the attendance roster. Based on attendance records, two members were dismissed and vacated their seats. The two vacated seats belong to Keep Hayward Clean and Green Task Force members Caleb Davis and Krysta Penfield. Keep Hayward Clean and Green Task Force members Lopez and Maldonado also resigned due to meeting schedule conflicts. Table 1 summarizes all filled seats and approved requests for reappointment by meeting body. Tables 2 through 6 summarize information by meeting body.

TABLE 1: SUMMARY OF FILLED VACANCIES AND APPROVED REAPPOINTMENTS

Body	Filled Seats	Approved Reappointment(s)	Total
CSC ²	2	4	6
KHCGTF ³	11	0	11
LC ⁴	0	2	2
Pers C ⁵	2	1	3
PC ⁶	0	3	3
			25

TABLE 2: COMMUNITY SERVICES COMMISSION (CSC):

#	Name of Commissioner	Date Appointed	Term Expires	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 Vasare	9/18/18	9/30/25		6/20/22

¹ 6/28/22 Staff Report: [CITY OF HAYWARD - File #: WS 22-026 \(legistar.com\)](#)

² [Community Services Commission](#)

³ [Keep Hayward Clean and Green Task Force](#)

⁴ [Library Commission](#)

⁵ [Personnel Commission](#)

⁶ [Planning Commission](#)

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

#	Name	Date Appointed	Term Expires	Not Seeking Reappointment	Resigned	Vacated
1	Michael Chand	9/21/21	9/30/25		5/03/22	
2	Raul Chavez	9/15/20	9/30/23		5/17/22	
3	Reanne Meighan	9/15/20	9/30/23		5/17/22	
4	Adam Murphy	9/10/19	9/30/23		11/16/21	
5	Edward Moore	9/15/20	9/30/24		6/07/22	
6	Adithya Naresh	9/18/18	9/30/22		5/17/22	
7	Chiemeka Okoronkwo	9/10/19	9/30/23		9/28/21	
8	Gerald Sannebeck	9/15/20	9/30/24		10/20/21	
9	Esther Lopez	9/10/19	9/30/23		7/12/22	
10	Ron Maldonado	9/15/20	9/30/24		7/12/22	
11	Bert Manzo	9/18/18	9/30/22	x		
12	Wilfredo Hoffer	9/15/20	9/30/22	x		
13	Krysta Penfield	9/15/20	9/30/24			7/12/22
14	Caleb Davis	9/21/21	9/30/24			7/12/22

TABLE 4: LIBRARY COMMISSION (LC):

#	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

TABLE 5: PERSONNEL COMMISSION (PERS C):

#	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 6: 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 7: KEEP HAYWARD CLEAN AND GREEN TASK FORCE RECOMMENDATIONS (KHCG TF):

#	Name
1	Lucas C. Banks
2	Margaret S. Barton
3	Terence C. Candell
4	Tammy R. Cooper
5	Pekon Gupta
6	Shalin Patel
7	Regneel Prasad
8	Jagdeep Singh
9	Chandrakala (Chandu) Siramdas
10	Katlin M. Turner
11	Suyog Zambre

On July 7, 2022, the KHCG TF Subcommittee, comprised of KHCG TF Members Bert Manzo, Jean Yee-Yu, Jeffrey Haman, and Tom Ferreira interviewed fifteen applicants who had indicated KHCG TF as their first and only preference for service. Eleven applicants, selected by the Subcommittee, were recommended to the Council.

Members of the Council reviewed and pre-screened all applications and individually communicated their selections to the City Clerk as provided in the July 12, 2022⁷ staff report. There were thirteen applicants who received at least three points. In an effort to create a good ratio and pool of applicants for service on the Community Services Commission, four applicants who received two points were added to the list of selected individuals. Therefore, a total of twenty-five applicants were invited to interview with the Council on July 12, 2021, during a special Council meeting conducted via the Zoom platform. The July 12, 2022, staff report provides information of pre-selected applicants and all the particulars related to the selection/interview process.

⁷ July 12, 2022 Staff Report: [CITY OF HAYWARD - File #: RPT 22-073 \(legistar.com\)](#)

Following the interviews, the Council selected individuals for service as outlined in Attachment II.

As the Council found more qualified candidates than available seats to appoint, the Council established a list of alternates for the Community Services Commission as shown in Attachment II. The Council also agreed to extend the Planning Commission alternate term of Arti Garg by one year.

The Alternate List will be valid for one year and would expire when Council appoints new members during the annual appointment process. The City Clerk will follow the process for appointing from the Alternate List which will involve two separate actions on the same Council agenda: 1) resolution accepting the resignation of a member; and 2) resolution recommending an alternate from the alternate list to fill the vacated position for the remainder of the unexpired term. The City Clerk will ensure the alternate continues to be interested in serving and would confirm the alternate's eligibility status prior to recommending them for service.

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC ROADMAP

This agenda item relates to a project outlined in the Council's Strategic Roadmap. This agenda item relates to a project outlined in the Council's Strategic Roadmap. Staff engaged a UC Berkeley student and City Clerk intern, Lydia Vasquez, to help collect and analyze 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. Results of the analysis conducted revealed the desire to have more representation from more blue-collar residents and lower income communities.

PUBLIC CONTACT

Information about the annual recruitment was disseminated via various channels. Table 8 below provides a summary of the outreach efforts related to the recruitment. The agenda was posted in accordance with the Brown Act and selected applicants were invited to interview with the Council.

TABLE 8: OUTREACH SUMMARY

2022 Outreach Efforts	Date	Attendance/Reach
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 st 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	48,500 reached

NEXT STEPS

Following Council’s action, oaths of affirmation will be administered to newly appointed members.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:



Kelly McAdoo, City Manager