



DATE: August 20, 2024

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 August 27, 2024

RECOMMENDATION

That Council: 1) reviews one Community Services Commission, eight Keep Hayward Clean and Green Task Force, and one Library Commission 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 August 27, 2024.

SUMMARY

The annual recruitment for City commissions was conducted from May 14, 2024 to August 2, 2024. This year, the City did not recruit community members for the Community Services Commission and Keep Hayward Clean and Green Task Force because the Council is currently evaluating the membership size of both groups. There are currently seven vacancies across commissions and nine requests for reappointment. Table 1-Summary. Twenty-six applications were received by the submission deadline and twenty-four 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 to the City Council on August 9, 2024.

BACKGROUND AND DISCUSSION

City staff identified City commissions and KHCG TF members whose terms expire in September 2024 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 ¹	0	1	1	2
LC ²	2	1	0	3
Pers C ³	0	0	1	1
PC ⁴	1	0	0	1
KHCGTF ⁵	1	8	0	9
TOTAL	4	10	2	16

TABLE 2: COMMUNITY SERVICES COMMISSION (CSC):

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

TABLE 3: LIBRARY COMMISSION:

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

TABLE 4: PERSONNEL COMMISSION (PERC):

#	Name of Commissioner	Date Appointed	Term Expires	Not Seeking Reappointment
1	Rachel Zargar	9/15/20	9/30/24	x

TABLE 5: PLANNING COMMISSION (PC):

#	Name of Commissioner	Date Appointed	Term Expires	Resigned
1	Aidan Ali-Sullivan	9/15/20	9/30/24	1/30/24

¹ [Community Services Commission](#)² [Library Commission](#)³ [Personnel Commission](#)⁴ [Planning Commission](#)⁵ [Keep Hayward Clean and Green Task Force](#)

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

#	Name	Date Appointed	Term Expires	Seeking Re-appointment	Not Seeking Re-appointment	Resigned
1.	Chuck Horner	2/06/07	9/30/27			9/26/23
2	Gwenda Dossey	9/12/23	9/30/24	x		
3	Blytha Bowers	4/15/08	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		

Interview Process for August 27, 2023

On August 9, 2024, staff provided to Council Members a digital binder comprising a list of applicants, applicant preference by meeting body, applications, applicant demographic data, and maps of current members vs. applicants.

Should the City Council wish to continue the interview process involving the “pre-screening” step that would allow the City Council to narrow the field of candidates to be interviewed, members of the City Council will complete and email the Selection (Attachment IV) to the City Clerk by Wednesday, August 21, 2024. Applicants who receive three points will be invited to interview with the City Council on August 27, 2024.

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:

2024 Outreach Efforts	Date	Attendance/Reach
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

If the City Council approves the interview selection process, applicants will be invited to interview with the City Council at a special Council meeting on August 27, 2024.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:



Dustin Claussen, Acting City Manager