



DATE: July 16, 2019

TO: Mayor and City Council

FROM: City Clerk

SUBJECT: Review of Eleven Reappointment Requests and Approval of Interview Process on July 23, 2019

RECOMMENDATION

That the City Council: 1) reviews eleven reappointment requests (Community Services Commission (3), Personnel Commission (1), Planning Commission (2), and Keep Hayward Clean and Green Task Force (5)); 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 23, 2019.

SUMMARY

The annual recruitment for Commissions and the Keep Hayward Clean and Green Task Force was conducted from April 5, 2019 to July 5, 2019. At the beginning of the recruitment, there were eighteen vacancies. There are eleven reappointment requests from eligible members of the Community Services Commission (3), Personnel Commission (1), Planning Commission (2) and Keep Hayward Clean and Green Task Force (5). One-hundred seventeen applications were received by the submission deadline and ninety applicants qualified to be considered for appointment. Attachment III contains the final list of applicants and their preference for service. A binder containing all qualified applications was made available on July 10, 2019.

DISCUSSION

Staff identified Commission members whose terms expire on September 2019 and contacted them to confirm their desire to continue serving on the Commission(s)/Taskforce. Table 1 below summarizes the current vacancies for all meeting bodies. Tables 2-6 summarize the individual meeting bodies and the various requests for reappointment. Attachment II provides detailed information by meeting body.

TABLE 1: SUMMARY OF VACANCIES

Body	Vacant Seat(s)	Seeking Reappointment	Not Seeking Reappointment	Total
CSC ¹	2	3	0	5
KHCGTF ²	13	5	4	22
LC ³	3	0	1	4
Pers C ⁴	2	1	1	4
PC ⁵	1	2	0	3
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TABLE 2: COMMUNITY SERVICES COMMISSION (CSC):

#	Name of Commissioner	Date Appointed	Term Expires	Seeking Reappointment	Not Continuing
1	Arvindra Reddy	9/19/17	9/30/21		x
2	Elisha Crader	9/18/18	9/30/22		x
3	Arzo Mehdavi	9/15/15	9/30/19	x	
4	Zachariah Oquenda	9/18/18	9/30/19	x	
5	Julie Roche	9/15/15	9/30/19	x	

Three CSC members seeking reappointment (listed above) have also submitted applications for consideration on the Planning Commission. CSC Member Afshan Qureshi has also submitted an application for consideration on the Planning Commission.

TABLE 3: LIBRARY COMMISSION:

#	Name	Date Appointed	Term Expires	Termining Out	Not Seeking Reappointment	Resigned
1	Peter Bufete	9/11/12	9/30/19*	x		
2	Kari McAllister	9/14/10	9/30/19*	x		
3	Iris Murillo	9/17/13	9/30/21			12/19/18
4	Samantha Zhang	9/18/18	9/30/19		x	

*Not eligible for reappointment to this Commission.

¹ Community Services Commission

² Keep Hayward Clean and Green Task Force

³ Library Commission

⁴ Personnel Commission

⁵ Planning Commission

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

#	Name	Date Appointed	Term Expires	Seeking Reappointment	Not Seeking Reappointment	Not Continuing	Resigned
1	Jeffrey Haman	9/19/17	9/30/19	x			
2	Chuck Horner	2/06/07	9/30/19	x			
3	Lenora Taylor	9/18/18	9/30/19	x			
4	Jacquelyn Young	9/18/18	9/30/19	x			
5	Sharon Eva	9/13/16	9/30/19	x			
6	Tim Romano-Pugh	9/15/15	9/30/19		x		
7	Anika Patterson	9/18/18	9/30/19		x		
8	Tawana Smith	9/30/11	9/30/19			x	
9	Megha Salpekar	9/15/15	9/30/19			x	
10	Linda Dobb	9/13/16	9/30/19				10/03/17
11	Dwight Turner	9/15/15	9/30/19				2/06/18
12	Jillian Hogan	9/15/15	9/30/19				6/05/18
13	Stephen Ochoa	9/15/15	9/30/19				7/10/18
14	Wandra Williams	9/17/13	9/30/19				7/24/18
15	Arti Garg	9/16/14	9/30/19				9/18/18
16	Rick Solis	9/19/17	9/30/19				9/18/18
17	Lynne Clifton	9/17/13	9/30/20				1/08/19
18	Frederica Brewer	9/18/18	9/30/20				3/19/19
19	Hsieb Lemar	9/13/16	9/30/19				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	Date Appointed	Term Expires	Termining Out	Not Seeking Reappointment	Seeking Reappointment	Not Continuing
1	Rachel Lucas	1/17/17	9/30/22				x
2	Doris Yates	9/30/11	9/30/19*	x			
3	Mekia Fields	9/18/18	9/30/19		x		
4	Erika Cortez	9/18/18	9/30/19			x	

TABLE 6: PLANNING COMMISSION (PC):

#	Name	Date Appointed	Term Expires	Terming Out	Seeking Reappointment
1	Dianne McDermott	9/30/11	9/30/19*	x	
2	Daniel Goldstein	9/15/15	9/30/19		x
3	Julius Willis Jr.	9/15/15	9/30/19		x

Interview Process for July 23, 2019

On Friday, July 12, 2019, the KHCG TF Subcommittee, comprising Task Force Members Chuck Horner, Ginny Delaney, Ali Divine, and Jeff Haman, will interview applicants who have indicated KHCG TF as their first 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 23, 2019.

The City Council will 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 had the opportunity to review the applications submitted by qualified applicants and select applicants for each meeting body. Council Members will communicate their selections to the City Clerk by Monday, July 15, 2019. Applicants who receive at least four votes will be invited to interview with the City Council on July 23, 2019.

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 completed to date.

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

If the City Council approves the interview selection process, the City Clerk will invite applicants to interview with the City Council on July 23, 2019.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:



Kelly McAdoo, City Manager