



**DATE:** November 17, 2022

**TO:** Keep Hayward Clean and Green Task Force

**FROM:** Maintenance Services Director

**SUBJECT:** Officer Nominations and Elections

### **RECOMMENDATION**

That the Keep Hayward Clean and Green Task Force review the information provided in this report regarding the Officer Nominations and Elections process and take appropriate action to hold Officer Nominations and Elections.

### **SUMMARY**

This report is intended to provide background information to assist in the nominating and election process.

### **BACKGROUND**

The term of the presiding Officers of the Keep Hayward Clean and Green Task Force expires on December 31, 2022. The Keep Hayward Clean and Green Task Force By-Laws discusses Officers, their terms, and in general terms, the election process, in Article VI.

The Task Force elects from its membership one (1) Chair and elects two (2) Vice Chairs.

All elected officers shall serve a term of two (2) years beginning January 1 and continuing until their successors have been elected. Officers are eligible to succeed themselves only for one additional term of office, totaling four years.

Officers shall be nominated by a nominating ad-hoc committee selected by the Chairperson. Additional nominations will be permitted from the floor after the nominating ad-hoc committee has reported.

### **DISCUSSION**

Nominations and Elections shall be conducted as the first order of business. The Keep Hayward Clean and Green Task Force By-Laws state that Officers shall be nominated by a nominating ad-hoc committee selected by the Chairperson. Additional nominations will be permitted from the floor after the nominating ad-hoc committee has reported.

At its September 22, 2022, regular meeting, the KHCG Task Force appointed five (5) members, Chuck Horner, Jeff Haman, Jean Yee-Yu, Leah Martinez, and Tom Ferreira to serve on the Nominating Ad Hoc Committee. The duty of the Nominating Ad-Hoc Committee is to find the best candidate for Keep Hayward Clean and Green Task force Chair and Vice Chair positions, by reviewing and discussing nominee requests and reporting its final nomination recommendations to the full task force.

At the conclusion of the Nominating Ad Hoc Committee's oral report, nominations from the floor will be permitted. Following the nominations process elections will take place.

### **FISCAL AND ECONOMIC IMPACT**

There is no Fiscal or Economic Impact related to Officer Nominations and Elections Process.


### **NEXT STEPS**

At the completion of the nominations and elections process, the newly elected Chair and Vice Chairs will begin their two-year term January 1, 2023, through December 31, 2025.

*Prepared by:* Colleen Kamai, Administrative Supervisor

*Recommended by:* Rodney Affonso, Streets Maintenance Manager

*Approved by:*

  
Todd Rullman, Maintenance Services Director