



DATE: May 18, 2010

TO: Mayor and City Council

FROM: City Clerk
City Attorney

SUBJECT: City's Boards, Commissions, Committees and Keep Hayward Clean and Green Task Force Recruitment, Interviews and Appointments

RECOMMENDATION

That Council adopts the attached resolution establishing schedules for recruitment, interviews, and appointments for the City's boards, commissions, committees, and the Keep Hayward Clean and Green Task Force; and modifying the expiration date for the term of office for certain Council appointed officials.

BACKGROUND

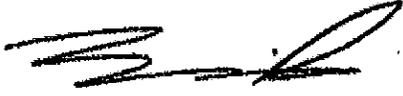
At the April 20, 2010 City Council meeting, Council approved Resolution 10-052, and gave direction to staff to bring back a resolution that would provide a permanent process and consistency when there is no municipal election. Council Member Dowling expressed preference for retaining the Youth Commission recruitment and appointment in June to avoid potential conflicts with the recess at the end of the school year.

This Resolution approves changing the recruitment period for the various City's boards, commissions, committees, and KHCG Task Force to July and August of each year, with interviews and administration of oath of office in September: the terms of office would be from October to September. The Resolution also approves the recruitment for the Youth Commission to occur in April and May, with interviews and administration of oath of office in June of every year. The term of office for Youth Commissioners is established from July to June.

By changing the recruitment timeline for all Boards, Commissions, Committee, and KHCG Task Force, except the Hayward Youth Commission, the Office of the City Clerk will be able to provide Council with a more predictable timeline and include newly appointed elected officials in the appointment process.

Recommended by: Miriam Lens, City Clerk and Michael Lawson, City Attorney

Approved by:



Fran David, City Manager

Attachment:

Attachment I Resolution Establishing Schedules for Recruitments

HAYWARD CITY COUNCIL

RESOLUTION NO. 10-

Introduced by Council Member _____

RESOLUTION ESTABLISHING SCHEDULES FOR
RECRUITMENT, INTERVIEWS AND APPOINTMENTS FOR
THE CITY'S BOARDS, COMMISSIONS, COMMITTEES AND
THE KEEP HAYWARD CLEAN AND GREEN TASK FORCE
AND MODIFYING THE EXPIRATION DAY FOR THE TERM
OF OFFICE FOR CERTAIN CITY APPOINTED OFFICIALS

WHEREAS, in the past, the City Council conducted recruitment for the City's various Boards, Commissions, Committees and the Keep Hayward Clean and Green Task Force (the "Appointed Bodies") annually in April and May, with interviews and appointments of the City's appointed officials (the "Appointed Officials") occurring each June and July; and

WHEREAS, the City Council recently adopted Resolution 10-052, which temporarily adjusted the recruitment and appointment schedule for all the Appointed Bodies and Appointed Officials to afford newly-elected officials the opportunity to participate in the selection of the City's Appointed Officials; and

WHEREAS, it is the desire of the City Council to adjust permanently the schedule for recruitment and appointment of the City's Appointed Officials, with the exception of the Hayward Youth Commission, in order to afford future newly-elected officials the opportunity to participate in the selection process and to maintain consistency in the years when there is no municipal election for elective office; and

WHEREAS, in order to coincide with the conclusion of the school term, recruitment and appointment of members of the Hayward Youth Commission will continue to occur as in past years; and

WHEREAS, the term of office for all the City's Appointed Officials traditionally ends on June 30th of the final year of their term, and, to effect an orderly transition between the outgoing Appointed Officials and the incoming Appointed Officials, the term of office for the City's Appointed Officials, with the exception of the Hayward Youth Commission, should terminate on September 30th of the final year of said term.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the City will conduct recruitment for the City's Appointed Bodies, with the exception of the Hayward Youth Commission, during July and August annually, with interviews

and appointment each September. Recruitment for the Hayward Youth Commission will be conducted each April and May, with interviews and appointments annually in June.

BE IT FURTHER RESOLVED that the City Council of the City of Hayward does hereby change the expiration day for the terms of office of the City's Appointed Officials, with the exception of the Hayward Youth Commission, from June 30th to September 30th of the Appointed Official's final year. The expiration day for the term of office for the Hayward Youth Commission shall remain June 30th of the commissioner's final year.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2010

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST:

City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward