



Keep Hayward Clean And Green Task Force

Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
May 24, 2007

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments (*The Public Comments section provides an opportunity to address the Task Force on items not listed on the agenda. The Task Force welcomes your comments and requests that speakers present their remarks in a respectful manner, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Task Force is prohibited by State law from discussing items not listed on the agenda, your item will be taken into consideration, and may be referred to staff.*)
5. Approval of Minutes of 4/26/07 and Minutes of 5/10/07
6. Attendance Policy
7. Committee Reports/Events Reports
8. Presentation: Community Preservation
9. Task Force Goals and Measures of Success
10. Discussion of Bus Tour Results
11. Upcoming Events
12. Member Comments/Reports
13. Next Meeting – June 14, 2007 (Committees)



Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request accommodation at least 48 hours in advance of the meeting by contacting the City Manager's Office at (510) 583-4300.

KEEP HAYWARD CLEAN AND GREEN TASK FORCE (KHCG)

Notes from 4/26/07 Meeting

I. Call to Order – 7:05pm by Chair Kindra Mendall.

II. Pledge of Allegiance

III. Roll Call: Absent – Leticia Arteaga, Joaquin Chavez, Paul Frumkin III, Chuck Horner, Cora Johnson, Phyllis Medina, Larry Ratto, Vecepia Robinson, Shaminder Singh, Gary Steinberger, and Myrna Truehill.

IV. Housekeeping –

Cora Johnson emailed the City Manager that she would not be able to attend KHCG Task Force meetings, due to a health problem, until June 14.

The low attendance was briefly discussed. There was discussion about filling Task Force vacancies in the near future.

V. Public Comment – No Public Comments were heard from the audience.

VI. Notes from Meeting of April 12, 2007 – Notes were accepted.

VII. Report: Participation in Assembly Member Hayashi's Earth Day Event on Thursday, April 19.

Task Force members Lloyd Clifton, Gloria Grant-Wilson, Laura Oliva and Laura Swan were involved in preparing for the event and staffing the KHCG table. Task Force members wore KHCG t-shirts made by Laura Swan, and Gloria Grant-Wilson arranged for the KHCG banner to be made. The KHCG display included a number of brochures and giveaways and information about the City's new recycling program to begin on June 4. Brochures about composting, and drought resistant and water saving landscape design were popular.

VIII. Confirm Committee Assignments – Lloyd Clifton confirmed that Larry Ratto agreed to serve as Vice Chair of the Policy Committee.

Discuss Events Participation

a. Cinco de Mayo on May 5th - The City Manager reported that City staff invited Tri-CED, Hayward's recycling provider, to display the new clean-fuel recycling truck on Watkins St. as part of the event. The truck will operate during the event and a

bilingual operator will answer questions about the new recycling program. Recyclable food containers and utensils will also be used at the event.

Starting June 4, residents will have a single-source recycling container, as large as the current green waste container, for all types of recyclables. The sort will be done by Tri- CED. The new method is designed to discourage scavenging and make it easier to recycle. Residents may either keep the current green bins for other uses, or place them at the curbside for pickup by Tri-CED. Large recyclable items can continue to be placed next to the bins for pickup. It was mentioned that Council Member Henson, through his involvement with StopWaste.org, is working to get recycling containers in every classroom.

In response to Task Force comments about dumping of large items on City streets, the City Manager reported that Street crews are actively involved in picking up dumped items. Unfortunately, people do not dump less even when large dumpsters are made available.

b. City Clean Up Day – May 19

This City event is held each year. Volunteers register in advance and come to Weekes Park where they are oriented, given vests, gloves and clean up supplies, and then directed to their designated clean up areas. Around noon, all volunteers return to Weekes Park for a thank-you BBQ.

The Task Force voted to participate in Clean up Day. Those who are interested were to complete the registration form and give it to staff at the end of the meeting. Staff will also request event organizers to provide a table so that the KHCG banner and other information could be displayed.

c. Rowell Ranch Rodeo – May 19 & 20

This event is a Rotary fundraising event. Cleanup activities are done by youth organizations. Other organizations are invited to advertise in the event publication for \$200. The Task Force voted not to participate.

IX. Finalize Bus Tour – 5/05/07

Staff developed a bus tour route map with the areas initially identified by Task Force members in the Tennyson/Harder area, and the new Cannery Area from B Street. If after debriefing the first bus tour, other areas of interest are identified, then another tour would be scheduled in the future.

The map will be redone to include the changes. It was suggested that the bus used for the tour be emissions-free. The tour will begin at 9AM from C Street between

Watkins and Mission Blvd. The return to City Hall will be by BART from the Union City station. Task Force members will have a meeting in Room 2A upon their return to debrief the tour. Task Force members were asked to confirm their participation in the bus tour in advance.

X. Graffiti Response and Abatement Presentation – City Staff

A power-point presentation was done by Debra Auker, City Finance and Internal Services Director. Information included prevention and proactive approaches like the Graffiti-Buster vehicle that matches paint to cover graffiti on sound walls and fences along major thoroughfares, and provides on-time paint-over of graffiti on private property. There was information about enforcement approaches through the Community Preservation program whereby inspectors work with property owners to remove graffiti from their property and follow-up with a series of fines and enforcement measures when there is no compliance. Another aspect of the City's program is Police Department enforcement of securing spray paint and markers by retail stores, and working with the Graffiti Buster staff to identify and remove gang graffiti.

There is a Graffiti Hotline: 510-583-8888. The KHCG Task Force – Clean Up Committee is interested in getting more information about graffiti and removal in the City.

XI. Next Meetings

May 10th - Meeting for Committees. Each Committee will have a City staff person assigned to work with members.

May 24th – Task Force Meeting. Suggested agenda items include a presentation by Community Preservation staff, and a discussion of KHCG Task Force goals, timelines and measures of success.

XII. Adjournment – By Chairperson Mendall at 9:10PM.

KEEP HAYWARD CLEAN AND GREEN TASK FORCE (KHCG)

Notes from 5/10/07 Meeting

- I. Call to Order** – 7:05 PM by Chair Kindra Mendall
- II. Pledge of Allegiance**
- III. Roll Call:** Absent – Joaquin Chavez, Chuck Horner, Cora Johnson, and Laura Oliva.
- IV. Introductions** – City staff supporting each of the Committees was introduced: Clean Up – Robert Bauman, Director of Public Works; Community Awareness and Outreach – Lisa Rosenblum, Library Director; Policy – Susan Daluddung, Director of Community and Economic Development; Sustainability – Alex Ameri, Deputy Director of Public Works; and Steering – Fran David, Assistant City Manager.
- V. Public Comment** – No Public Comments were heard from the audience.
- VI. Notes from Previous Meetings** – Notes from the 4/26/07 meeting of the Task Force will be distributed with the full Task Force agenda packet of 5/24/07. Notes of the 5/10/07 bus tour will also be distributed with that same packet.
- VII. Task Force Activities** – Task Force members briefly discussed and coordinated their participation in the City’s Clean-Up Day on May 18, 2007.
- VIII. Next Meeting** – Full Task Force, May 24, 2007, from 7:00 – 9:00 PM in Room 2A of City Hall.
 1. Presentation from City staff regarding the City’s Community Preservation Division of the Community and Economic Development Department
 2. Discussion of results from Bus Tour
- XII. Adjournment** – By Chairperson Mendall at 7:20 PM. The Task Force adjourned to meet in working committees.



CITY OF HAYWARD
STAFF REPORT

AGENDA DATE 05/24/07

AGENDA ITEM

TO: Keep Hayward Clean and Green Task Force
FROM: City Manager
SUBJECT: Information on Council's Attendance Policy for Boards and Commissions

RECOMMENDATION:

It is recommended that the Task Force receive and review this report.

DISCUSSION

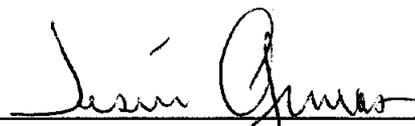
The Task Force has expressed interest in adopting an attendance policy for its members. At the May 10, 2007 meeting of the Steering Committee, Chairperson Mendall asked that the Council's attendance policy related to appointees to City Boards and Commissions be distributed to Task Force members for discussion at the May 24, 2007 meeting of the Task Force. Resolution 87-323 is attached for your reference.

The policy attached is as passed by the City Council in 1987, and as currently applied by the City Clerk on behalf of the Council to all appointees to City Boards and Commissions. The policy is meant to set the expectations for levels of attendance and participation, and to provide a basis by which those members not attending regularly might be replaced or not reappointed by the Council.

Per this policy, all members are required to attend 75% of all regular meetings of their respective body. Members cannot miss three consecutive regular meetings. The respective Boards and Commissions cannot excuse members from missing regular meetings.

The Clerk reviews attendance records and provides a report to the City Council each June. Members who are being considered for removal from, or who are not being reconsidered for appointment to, their respective Board or Commission based on their attendance in the preceding twelve-month period may appeal to the Council based on "unusual and excusable circumstances", which are defined in the attached Resolution.

The Steering Committee is recommending that the Task Force review and adopt this or a similar policy, as it applies to expected attendance of Task Force Members.



Jesús Armas

HAYWARD CITY COUNCIL

RESOLUTION NO. 87-323 C.S.

Introduced by Councilmember WARD

ACG

RESOLUTION ESTABLISHING POLICY WITH REGARD
TO BOARD AND COMMISSION ATTENDANCE AND
RESCINDING RESOLUTION NO. 87-011 C.S.

WHEREAS, the City Council of the City of Hayward feels that the role of boards and commissions as advisory agencies to the City Council is invaluable; and

WHEREAS, the importance of the function they serve cannot be overemphasized; and

WHEREAS, Section 905 of the City Charter in part provides that if members of a board or commission absent themselves from three consecutive regular meetings of the board or commission without permission, their offices shall become vacant and shall be so declared by the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the following policies concerning the attendance of board and commission members at meetings of the board or commission upon which they serve shall be adopted:

- (1) Members of boards or commissions shall be required to attend not less than 75% of all regular meetings held;
- (2) In compliance with the City Charter, failure by a member to attend three consecutive regular meetings of a board or commission will be cause for Council declaring the member's position vacant;
- (3) Boards and commissions shall not excuse or otherwise grant permission to their members to be absent from any future regular meeting of the board or commission;
- (4) Attendance records will be reviewed by the City Council in June of each year based on the previous 12-month period (June 1 through May 31), except for appointments effective July 1st or thereafter.
- (5) The City Council will remove or not reappoint any board or commission member who has failed to

attend at least 75% of all regular meetings held during the 12-month period noted in paragraph (4) above, unless, upon the appeal of a board or commission member that is filed within seven (7) days of notification that such attendance requirement has not been met, the City Council determines that a lesser attendance record is the result of unusual and excusable circumstances. Examples of unusual and excusable circumstances that may, but need not, result in retention of a board or commission member include a comparatively infrequent meeting schedule of the board or commission upon which the member serves over the 12-month period; absences that result from the member's attendance at other City-sponsored or City-endorsed functions that conflict with a board or commission meeting time; and the illness or injury of a family member that required the absence of the board or commission member from the City. In all cases in which the City Council considers the appeal of a board or commission member under this paragraph, the Council shall take into account the attendance of the board and commission member for the entire period that the member has served on City boards and commissions and the likelihood that the member's current year attendance will meet the 75% attendance standard in the future.

BE IT FURTHER RESOLVED that Resolution No. 87-011 C.S. is hereby rescinded.

IN COUNCIL, HAYWARD, CALIF. November 10, 1987

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCILMEMBERS: JIMENEZ, BRADLEY, CAMPBELL, BRAS, SWEENEY, WARD

MAYOR: GIULIANI

NOES: COUNCILMEMBERS: NONE

ABSENT: COUNCILMEMBERS: NONE

ATTEST: Angelina M. Reyes
Acting City Clerk of the City of Hayward

Keep Hayward Clean & Green Task Force - Hayward

May 5, 2007 Hayward Bus Tour Report

Composite Report

Page 1 of 3

Location	Weed Abatement	Clean-Up	Graffiti	Sustainability	Remarks
1 Entrance Pole to Library		x	x		Street entrance requires a garbage can.
2 Library grounds				x	Unmanicured
3 City Hall parking garage		x			Lots of trash strewn around
4 Mission: A to Grove			x		graffiti in center median; gang-tagging here and there
5 Mission & A		x			Zorn's restaurant site - broken windowx
6 A & Rockaway Lane			x		graffiti on utility box
7 Grove & Mission	x	x			City entrance - vacant buildings & graffiti (Caltrans bldg)
8 Caltrans Median				x	Add trees to median
9 4th & A	x				
10 on A at Foothill			x		Graffiti on City Hall sign
11 Foothill: Center to A St					ugly storefronts
12 A - Main to Mission	x	x			North side of A Street
13 A - between Mission & 4th					Several garbage cans left on street.
14 A & Montgomery			x		
15 A & Grand	x	x			Along train tracks.
16 A & Burbank - underpass			x		Graffiti at tot lot
17 Mission & D	x				Private lot
18 A & BART tracks	x				Bad
19 A & I-880	x				weeds and garbage at entry and exit ramps
20 Burbank School	x	x			Needs curb appeal.
21 B St @ Burbank			x		Graffiti at tot lot
22 B & 2nd St	x				Korean church needs landscaping
23 B & 7th			x		Private lot - abandoned building with graffiti on side
24 B St - 7th to 2nd	x	x			Several empty unkempt houses: #1641; #1471
25 B - 500 block		x			3 boats in front yard
26 B St & Meekland Ave					overgrown weeds covering entire lot
27 B & A - Underpasses			x		Paint 'Welcome to Hayward' on Overpass
28 BART property at A St	x				Overgrown weeds
29 A St & Happyland					Empty building
30 A St & Hesperian		x			Illegal dumping near Western Appliances
31 Winton & 880	x	x		x	weeds - landscaping needed
32 Hesperian Bl				x	Oak trees need help of an arborist
33 W Winton & Hesperian	x			x	needs landscaping
34 W Winton & Hesperian				x	needs same kind of Airport sign now at A & Hesperian
35 Winton School	x	x			Needs curb appeal
36 Grand & D	x				weeds and landscaping maintenance
37 Watkins & D			x		

Keep Hayward Clean & Green Task Force - Hayward

May 5, 2007 Hayward Bus Tour Report

Composite Report

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	Location	Weed Abatement	Clean-Up	Graffiti	Sustainability	Remarks
38	C & Foothill	x	x			located beside the Chiropractor
39	D - 2nd to 7th	x	x			
40	7th & B	x		x		Graffiti on store near lot; overgrown weeds in corner lot
41	Dobbel & Trimble Court					used by 4 wheelers - needs groundcover and barrier
42	CSUEB - Outer curb	x	x			
43	Mission & Carlos Bee	x				VW dealer lot needs ground cover and tree replacement
44	Mission & Torrano					Graffiti in back of Ford dealership
45	Carlos Bee E of Mission	x	x			Abandoned Caltrans unkempt houses
46	Orchard	x				shopping cart at # 418
47	Orchard & Soto	x	x			Shabby yards
48	Orchard & RR tracks	x	x			Dumping ground
49	John Muir School	x	x			Needs curb appeal.
50	Orchard & Traynor	x	x	x		Needs city public works to clean out area; mattress dumped
51	Traynor & Soto	x	x			
52	Amador off Winton		x			HUSD Maintenance bldg - in poor condition
53	Amador & Jackson	x	x			Abandoned shopping carts
54	92 eastbound to Jackson	x			x	City entrance - weeds, landscaping & overgrowth
55	Jackson bet. Mission & 880		x			Few visible garbage cans available for public use.
56	Jackson & Soto	x	x			Quik Tune -tires/ims in back; weeds in median at Jackson
57	Jackson & I-880		x			ovregrown median/suckers, etc.
58	Jackson & Santa Clara		x			Back of Liquor Store needs cleaning up.
59	Harder & Gading					Broken cement wall by church sign
60	Patrick & Gading		x			Venture Market - pallets, boxes and garbage in front
61	Shepherd Road		x			couch on sidewalk
62	Huntwood	x	x	x	x	Street needs cleaning; graffiti on walls; needs trees planting strips; dead tree in walkway
63	Huntwood -along RR tracks	x	x	x		
64	Huntwood & Tennyson area			x		
65	Schaefer Rd		x		x	apartment grounds and frontage need landscaping; buildings in disrepair; looks like a slum
66	Tyrrell Ave		x			abandoned black Ford Ranger with overflowing trash; trash dumped along road side
67	Tyrrell - #27327					building painted pink & purple; is there a code re house colors?
68	Tyrrell - #26900					abandoned building and lot
69	Glassbrook	x				Needs some added curb appeal.
70	Tyrrell - Stone Pine			x		Brand new picket fence has graffiti all along it.
71	Tyrrell & Schaefer			x		Graffiti on walls at number of locations
72	Tyrrell & Shepherd	x	x			mattress and other furniture dumped

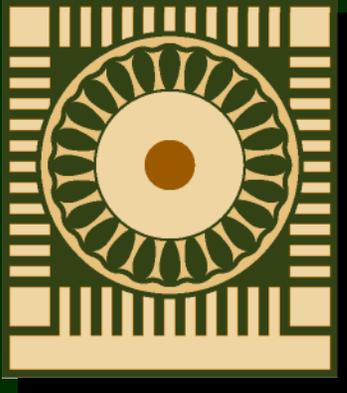
Keep Hayward Clean & Green Task Force - Hayward

May 5, 2007 Hayward Bus Tour Report

Composite Report

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	Location	Weed Abatement	Clean-Up	Graffiti	Sustainability	Remarks
73	Harris Road			x		graffiti on utility box; abandoned cars; exercise bench on sidewalk; garbage in street
74	Huntwood Rd	x	x			Used tires dumped at many locations; weeds; trash on Town Square apt. balconies
75	Huntwood-wall by RR tracks			x		
76	Arf & Hesperian	x	x			
77	Hesperian bus shelter			x		graffiti
78	Hesperian near Kaiser					Illegally parked vehicles in empty lot
79	Panama	x			x	landscaping upkeep
80	Indust. Pkwy W & Hopkins					Abandoned shopping carts
81	Industrial Pkwy W & Ruus		x		x	Entrance to City - overgrowth
82	Industrial	x	x			Vacant Homes
83	Mission Blvd			x		graffiti removal on signs along Mission Bl
84	Mission & Valle Vista			x		Graffiti and dumping at former Valle Vista Skating Rink
85	Mission & Industrial Pkwy			x	x	needs landscaping; graffiti on sign
86	Industrial & Bart Tracks		x			Train Trestle
87	Dixon	x				new homes have weeds & need landscape maintenance
88	Dixon - just off Industrial		x	x		
89	Dixon & Valley Vista	x				Renovated housing complex.
90	Tennyson & Patrick					Soundwall needs maintenance
91	Mission & Tennyson	x	x			Vacant Paint Store on Hill; utility box # 655 -graffiti
92	Alquire & Mission			x		Mall entrance sign near Burger King
93	Mission at UC			x		graffiti on bus stop at entrance to Hayward
94	Cul de sac off Dixon	x	x	x		Eyesore visible from Bart
	GENERAL					
95	Various bus shelters		x			Cleanup needed
96	Signs taped to poles		x			
97	Hesperian Bl - entire length		x			fences falling down & not maintained
98	General landscaping		x		x	Landscape maintenance on parking strips-add tanbark, etc.
99	Hesperian Bl - entire length					Empty stores
100	Graffiti on fences and walls along BART tracks from Union City to Hayward station			x		



CITY OF
HAYWARD
HEART OF THE BAY

Community Preservation

Keep Hayward Clean and Green Task Force Meeting

May 24, 2007

Mary Brown, Senior Community Preservation Inspector

Neighborhood and Economic Development Division
Community & Economic Development

Jeff Cambra, Assistant City Attorney

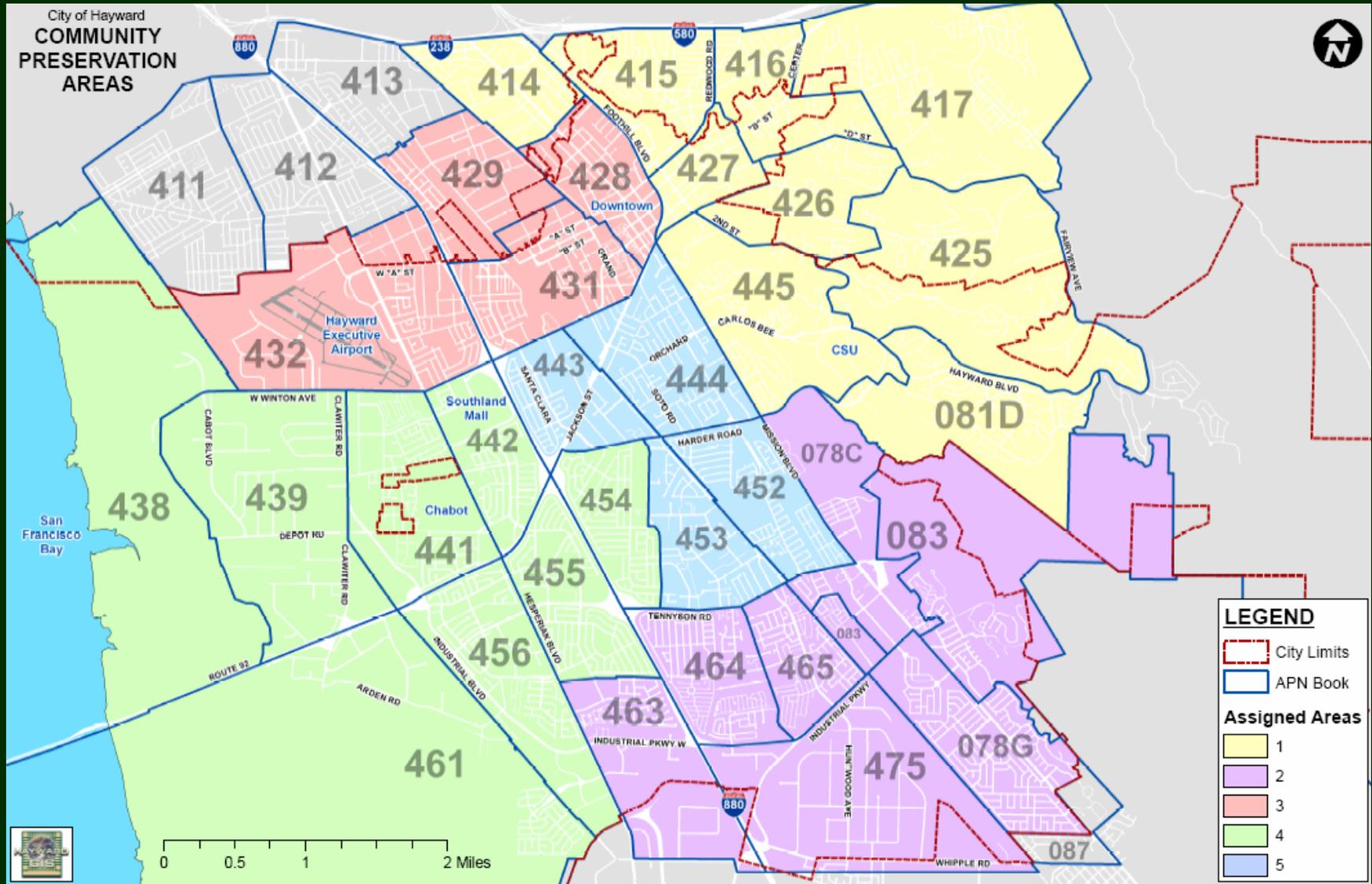
City Attorney's Office



**Community Preservation Staff :
(6 CP Inspectors, 1 Secretary, and
1 Vehicle Abatement Officer from HPD)**



C.P. Inspector Assigned Areas:



COMMUNITY PRESERVATION Code Enforcement

- Community Preservation Ordinance
- Zoning Ordinance
- Sign Ordinance
- Weed Abatement Ordinance
- Graffiti Prevention and Abatement Ordinance



COMMUNITY PRESERVATION

Community Preservation Ordinance Junk, Trash, Debris and Inoperable Vehicles

Before



After



COMMUNITY PRESERVATION

Community Preservation Ordinance Overgrown Vegetation

Before



After



COMMUNITY PRESERVATION

Zoning Ordinance Illegal Garage Conversions

Before



After



COMMUNITY PRESERVATION

Zoning Ordinance

Accessory Structures Violating Set-back Requirements

Before

After



COMMUNITY PRESERVATION

Zoning Ordinance Major Auto Repair in Residential Areas

Before



After



COMMUNITY PRESERVATION

•Zoning Ordinance

also includes such violations as:

Accessory Structures Used as Habitable Space

Parking off of designated driveway

Use Permit Violations

Home-based Businesses



COMMUNITY PRESERVATION

Sign Ordinance Banners

Before



After



COMMUNITY PRESERVATION

Sign Ordinance Portable Picket-Type Signs

Before

After



COMMUNITY PRESERVATION

•Sign Ordinance

also includes such violations as:

A-Frame and Sandwich Board Signs

Excessive Window Signage



COMMUNITY PRESERVATION

Weed Abatement Ordinance

High Weeds = Fire Hazard
(Seasonal, May Through October)

Before



After



COMMUNITY PRESERVATION

Graffiti Ordinance

Graffiti on Private Property not Available for the One-Time Free Paint Out by the City's *Graffiti Buster*

Before



After



COMMUNITY PRESERVATION

Setting Priorities:

- Approximately 1400 C.P. cases are worked each year by the Community Preservation Program.
- Code Enforcement is primarily a complaint driven process.
- Cases are generally responded to in the order received.

Exceptions include:

- Health and safety violations
- Cases generated through the “pro-active” canvassing of major thoroughfares in the City.



COMMUNITY PRESERVATION

Response Time

The volume of reported violations fluctuates monthly. The time it takes to respond to a particular case depends on:

- Number of other cases reported during the same period;
- The nature of the case (i.e., the degree to which health or safety is at risk);
- The number of cases already in queue; and
- The resources available.



COMMUNITY PRESERVATION

Enforcement Process

- Inspector investigates report to confirm that a violation exists.
- A written notification is mailed to property owner. Owner is informed about the violation(s), given a period of time to make corrections, and advised of fees for non-compliance.
- Inspection Fees for non compliance start at \$300 and can escalate to \$875, based on the City's fee schedule.
- A subsequent violation of the same ordinance within 12 months by the same property owner can result in a fee of \$1,100.



COMMUNITY PRESERVATION Enforcement Process, continued:

- Administrative Citations may also be issued.
- City will, given certain circumstances, send in a Contractor to do the work, and will bill the property owner for expenses incurred.
- Property owner advised of option for an Administrative Hearing, and annual Lien Hearings before City Council.
- Cases are referred to City Attorney's Office for further legal action if compliance has not been achieved after three "Failed Inspection fees" have been assessed, or sooner if the case involves other legal matters.



COMMUNITY PRESERVATION Enforcement Process, continued:

How the City Attorney's Office handles
Community Preservation Cases:

Jeff Cambra, Assistant City Attorney



COMMUNITY PRESERVATION

The End

