



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force

**Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
May 22, 2008**

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 Notes from Full Task Force Meeting of 4/24/08
6. Financial Report
7. Count of new business card volunteers
8. Short Training Presentation from Hayward PD
9. KHCG Event Reports
 - a) April 26 Jackson Street Cleanup
 - b) May 17 Weekes Memorial Park Cleanup
10. Issues
 - a) Future cleanups – PowerPoint maps – Clifton and White
 - b) Biohazard containers – White
 - c) Recycle bins for batteries (see attachment) – Nelson
 - d) Volunteer Database update – Super
 - e) Graffiti Ordinance – \$500 – HPD – Horner
 - f) Chico bags – Super
 - g) “Support” vs. “Sponsor” – White and David
11. Community Engagement
 - a) April 26 Mount Eden High School Cleanup – Abatayo
 - b) May 19 Schafer Park Neighborhood Meeting
 - c) June 28 Hayward Fire Department BBQ – Clifton

12. Upcoming Events

a) Future Cleanups

1. June 28 - Hayward High (2nd and Walpert Sts.)
"E" St (2nd St to Quinn Ln) and 2nd St. ("E" St to Campus Dr)
2. July 26 - Harder Elementary School (Harder Rd and Whitman St)
Whitman St (Bet. Sycamore Ave and Sorensen Rd)
3. August 23 - Chabot College (Hesperian Blvd and Depot Rd)
Hesperian Blvd (Bet. W. Winton Ave and Cathy Way)
4. September 27 - Memorial Park (Mission Blvd and Fletcher Ln)
Mission Blvd ("D" St. to Harder Rd)

13. Announcements

14. Next Meeting – June 26, 2008

15. Attachments:

- a) Notes of 4/24/08 Full Task Force Meeting
- b) Financial Report
- c) Attachment – Recycle Bins for Batteries



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 4/24/08

1. **Call to Order** – 7:07pm by Chair Chuck Horner

2. **Pledge of Allegiance**

3. **Roll Call:**

Present: Abatayo, Banks, Bowers, Clifton, Gise, Goulart, Grandt, Horner, LaPlante, Ligibel, Ligibel, Oliva, Simpson, Steinberger, Super, Truehill, White

Absent: Balram, Singh

4. **Public Comments** –

Monica Ruiz mentioned that at the last meeting she brought up the bus stop benches. She would like an update. Chuck has taken photos of the bus stop, but Rob Simpson still needs to speak to the Rotary Club.

Dan Henriques read the data from the last meeting and noticed on page 4 that Lloyd Clifton had suggested ‘Volunteer’ be put on the vests. Dan is suggesting t-shirts that would encourage public participation. One shirt design read “LOVE HAYWARD: Lower Our Violence Everywhere” while another read “WE CARE: Clean All Roads Everywhere.”

Gary Contreras, Fire Captain and President of IAFF Local 1909 thanked the Task Force for their help and cleanups. His membership wants to help out around the Hayward High cleanup on June 28. They would like to offer a BBQ for all the participating volunteers. June 28 was targeted for a big turnout, so should the area be expanded? Power tool use could be possible, if needed.

Colleen Kamai from the Schafer Park Neighborhood thanked the Task Force for helping in her community. The cleanups have been a great success, but one of her daughters explained that not everyone likes what they’ve been doing because their house was egged.

Lloyd introduced David Heinemann, a deputy probation officer who helped him cleanup a wall. David goes out every week with probationers to cleanup. They’ve used 100 gallons of paint within the last two and a half months. Instead of just covering graffiti, they strive to make the area look better than it did before. They’ve been working with the graffiti buster to learn and to help. He’s looking for more people to help probationers and give them some guidance. Doug Ligibel added that he and Gary Steinberger covered 40,000 square feet and would love help in that area. The Task Force plans to publish David’s contact information in the mass email announcements. Fran David, the Assistant City Manager mentioned that David and his team are doing a phenomenal job and that she has seen the before and after pictures. David feels the need to get coordinated and organized.

Blytha Bowers introduced herself as a new Task Force member. She is happy to be on the Task Force and was looking to be involved in the community as she now has some time away from the corporate world. She lives south of Mount Eden and was operations manager of the telecommunications world for several years. She wants to improve Hayward in any way possible.

Doug Grandt introduced himself as another new member of the Task Force. He was pointed in the direction of the Task Force after speaking with the mayor. He explained that he changed his life after hearing An Inconvenient Truth on the radio. He is now involved in giving climate presentations. His passion is to engage the community in supporting the Council Sustainability Committee. He works in Sacramento, but has lived in the East Bay for 6-7 years. He is looking to learn more about Hayward and do some presentations. He is looking for large audiences and to instill a sense of pride. He lives at the end of Oakes Drive.

Florine Banks introduced herself as another new member of the Task Force. She's lived around D Street since 1972. She's been retired from the federal government for approximately 20 years now. She's here to help after listening to the meetings. She's ready to take on any work necessary and suggests that the Task Force put notices on the bills that go out to the entire city, like utilities. Chuck recognizes that Florine has been a hero from the very first.

Chuck recognized Dan Henriques as an ambassador for the KHCG Task Force. Dan Henriques introduced himself as living on Palmas Drive. He has been a social activist for 30 years and has working in Hayward since the 1980s in numerous organizations.

John White thanked both Florine and Fran for being hard workers. Kathy Super thanked Gary for putting together last week's San Lorenzo Creek cleanup. People are now pursuing putting in trails in the area. She suggested that everyone to do the Friends of San Lorenzo Creek website for more information. A lot of good work was done. Five and a half full truckloads of garbage were hauled away – a new record!

Teresa Brooks and Dorothy from Casa Sandoval thanked the Task Force for last Saturday's cleanup. Let's keep it clean and green! They came out to show support.

Chuck announced that Prospect Hill Neighborhood worked on Main Street and Simon Park. He thought it would be a great project for the Boy Scouts. Traction is phenomenal with all the groups popping up and looking to the Task Force for help.

Indy Nelson from Boy Scout Troop 876 at All Saints asked the Task Force to request recycling bins from Tri CED to be placed in HARD locations, City Hall, the library, and other frequented locations. The bins are \$12 each. He is hoping that the bins would save batteries from going into landfills. The item can be put into the next agenda for a vote to get a letter to Tri CED. He realizes that Waste Management would have to be notified as well. He knows that battery recycling is available to single family homes, but argues that most people don't know it. The bins would be a good way to encourage and educate the public. The city should put \$50-\$100 towards the bins and put an impact on top of Tri CED.

5. Approval of Notes from Full Task Force Meeting of 3/27/08 – Moved, seconded and carried unanimously. Frank Goulart suggested that the Financial Report be placed directly after the approval of the notes in the agenda. Doug Ligibel suggested that the notes should mention who made what motion.

6. Graffiti

1. Chuck is concerned about putting paint on top of paint. He took thick layers of paint off a wall with nothing but his hands. (Broken off samples were handed out to Task Force members). He's concerned that bridges may not be able to support the added weight. He urges the Task Force to think outside the box. The Task Force needs to stop the graffiti in the first place rather than re-paint continuously

a) Graffiti Abatement Awards Program

1. Doug Ligibel took pictures of most of the graffiti Chuck had projected onto the wall. He had submitted a lot of police reports regarding the graffiti. Dee Dee Ligibel had emailed the Mayor and City Manager for a graffiti ordinance as a rewards program to deal with graffiti. Doug thanked the Mayor for his help getting it set up.
2. Fran announced that someone had called in today already and that a report was turned in to the police this afternoon. Doug clarified that he's hoping for prosecutions, not just arrests. Fran has been talking to the District Attorney and the police on the matter.
3. Chuck passed out a copy of an article that Matt O'Brien published on graffiti. He listed future KHCG Cleanup Events at the end.
4. Kathy asked if cameras were put in to deter graffiti. Fran clarified that 6 cameras have been put up at dumping areas, not graffiti areas. She explained that overt cameras were a good deterrent for illegal dumping, but graffiti cameras would have to be hidden from view.
5. Chuck suggested that a motion sensor be put in high graffiti areas in Doug Ligibel's neighborhood, and that maybe staff could help procure some. Fran replied that they are working on the "seeing them in the act" aspect of law enforcement now.
6. Mayor Mike Sweeney thanked Dee Dee for getting the ball rolling on the Graffiti Abatement Awards Program.
7. Rob suggested that walls be covered with vines. Another idea is to let kids get involved in the community in a positive way like tree plantings, or having art on old garbage cans. Fran replied that the city is looking to the Hayward Youth Commission for members who'd be interested in doing artistic murals on city-owned utility boxes. Chuck is also meeting with people who may be interested in creating some murals.

7. Implementation of the "Ambassador's Program"

1. Chuck explained the beauty of an Ambassador is that they get the fun of engaging the community without worrying about bureaucracy and attorneys. Dan Henriques is the first ambassador. Areas that could use ambassadors include businesses, homeowners associations, mobile home parks, school districts, park and recreation, faith community, clubs, service organizations, city employees/officials, apartments/multi-family units, Alameda County Flood Control, upper education (Chabot and CSUEB), law enforcement, utilities, transportation, etc. This list will be sent out the Task Force so members may add to it. Task Force members were also asked to think of people already involved and ask them to help. It should be organic.

8. Clarification of the definition of Support vs. definition of Sponsor regarding community events

1. John clarified that he is not advocating any position; he is trying to reach clarity on how to assist communities given that the city has given the Task Force some legal protection. In the past, support and sponsorship have been used interchangeably. The Task Force needs to reach a consensus. Chuck is hoping that the definitions could be refined and decided at next month's meeting.

2. Gary wanted a clarification on protections of legality. John explained that the Task Force members are provided a level of protection on their efforts of cleanup activities. They're not personally liable for events. The Task Force is operating under the city's blessing. Fran added that official Task Force members are covered and don't need to sign a waiver every time. She cannot speak to personal liability. She can defer to a legal opinion. The important part of the definition is that sponsorship means a city run event. Support does not mean the entire city, but individuals may participate. That is, the city may volunteer, but the Task Force is not necessarily associated. Support may be offered, but the recipient party may assume that means sponsorship. Budget and resource wise, it is too hard to do that many.
3. Doug Ligibel explained that Monday night was the first Downtown Neighborhood Watch meeting. How would an organization such as that fit in? It is a loosely associated group of people – up to 2,400 residents could potentially be involved. Fran explained that it doesn't depend on community organization. The issue is if the Task Force votes to put an event on their calendar. The city will always support a cleanup – whether it's Task Force approved or not.
4. Rob suggested that the Task Force should be looking at co-sponsoring events. The Task Force could lend the tools and give the group a basic format. Gary argued that sponsorship entails website and may inundate website. He suggested that the first one in the neighborhood be sponsored, then have the second cleanup just as support.
5. Fran suggested that it's more about what other groups perceive. Other group events need to be formally adopted by the entire Task Force at the next meeting for full sponsorship. Co-sponsorship would fall somewhere in the middle between sponsorship and support.
6. Frank would like the city attorney's opinion or definition. Prospect Hill works with the landscape division and they're getting really good. There's no trash this year, just compost. He's looking forward to the new Neighborhood Department to be implemented July 1. Schafer Park is a good example of helping neighborhoods organize themselves. He'd like to use the website to advertise cleanups and have everyone take care of their own areas.
7. Fran explained that if the event is KHCG sponsored the city will help out as much as possible. Outside of the Task Force, the city will still help, but it will be harder to get. She further explained that Eden Gardens is starting up an organization like Fairway Park and Schafer Park. Co-sponsorship is possible but it implies a different kind of support and general knowledge of cleanup events.
8. Chuck asked about the protocol for events that happen in the community that the Task Force didn't initiate. Can it go on the city website? Fran explained that prior to her arrival, the city's policy is unless it's a city event it cannot go on the website. It's legal protection against content. How can the city facilitate a place the community can generate events. Right now there is one webmaster and he's struggling. The City Council is looking at technology called "Lights Together." It's a social network for communities. It's been in the faith community for a while. It provides ease of set up for any group within the city outside of city help. It should solve the problem and give all the organizations a place to put up information without cost and it's all under the umbrella of community service/events. It's based on the social network concept like YouTube and MySpace. The city will maintain authority to kick something off or shut it down.

9. Doug Ligibel asked that a future agenda item be who do you contact and how do you ask for a sponsored activity? Fran suggested that it just be brought up during a meeting. Rich clarified specific sites for KHCG cleanups is an outside thing. Other projects should just be brought directly to Task Force.
10. Monica Ruiz suggested that the Task Force should let community know that the Task Force will come out and train them on the first one from then on the Task Force can co-sponsor or support. Colleen Kamai added that the neighborhoods need help. They have no clue right now. Schafer Park is in the process of getting a mini grant for cleanup supplies. Chuck added that they are trying to get more accomplished with minimum help from the city. John added that we are working on a template on how to start and run a cleanup, but it's not done yet.
11. Chuck suggested that the Task Force cooperate with the already established groups. The Neighborhood Alert has been advertising the cleanups. Dan added that cosponsoring has an advantage. The website can link to an outside site for further information. Colleen suggested working toward self-sufficient neighborhoods. Fran urged everyone to have realistic expectations. The Neighborhood Department is reorganization – there are no new resources. Hoping to better support the Task Force and neighborhoods with what the city has.
12. John asked for some clarity on the clarifications between sponsor and support. Fran and Ellie will talk to the city attorney. Referred to city staff for official review.

9. KHCG Event Reports

a) March 29 Schafer Park Cleanup

1. Carolina Abatayo reported that they collected 33 shopping carts. Lloyd added that they met with Public Works and talked with Bob for fine per cart instead of per day. Lloyd, John and Rich will have a written report for the next meeting. Rob suggested that the stores give should give the Task Force a monetary donation rather than the Task Force fining them. Kathy added that the stores pay approximately \$300 per cart, or \$600 if there's a lock on them. Rich explained that as long as a store that uses carts has a retrieval system, they're meeting with the current ordinance. There's no time limit or measure of effort. The city lacks locking mechanisms on carts. Myrna Truehill suggested connecting with other cities on creating an ordinance for locking carts.
2. Carolina Abatayo reported that there was a drug raid on a house in Schafer Park. There have also been some robberies. Fran reported that there have been smash actions on Cascade in Schafer Park done this morning. It involved a lot of different departments, some outside of the city. Bradford follow up meeting had a lot of participants. A smash action should be happening once per month.

b) April 19 Cleanup of San Lorenzo Creek

c) April 19 Earth Day Booth at City Hall

1. Photos of both events to go to Chuck, who would like to put together some kind of presentation. Doug Ligibel sent around a picture of grocery carts in downtown.
2. Dee Dee thanked those who helped out at both events. Chuck thanked the Mayor for his proclamation that the displayed at the festival booth.

10. Policy

a) Interface with City Staff

b) Discussion of Priority Areas

1. Lloyd explained that there was a priority list of issues. Fran explained that the city has made some headway on the garbage can issue. A design has been decided, but it is stainless steel so there are fears they will be stolen. They're working on it and a picture should be available at the next meeting.

11. Community Engagement

a) April 26 Mount Eden High School Cleanup

1. Chuck explained that there are two cleanups – one at the school site and one at the main KHCG site.
2. Rob suggested that they plant trees at Mount Eden High School. Myrna suggested that he ask Mount Eden first because of the plumbing problems. Marilyn Gise suggested that he speak with David Contreras of the gardening class.
3. Chuck explained that he has been working with Cara Lazarus and Matt Amaral from Mount Eden High School. There are now 620 on the volunteer database and Kathy has been cleaning it up and asking for email addresses. Anyone interested in helping her out should meet with her after the meeting. He's hoping for 30+ additions to the database after the cleanup this Saturday.
4. Chuck suggested that a count of business card volunteers be a permanent item on the agendas. This meeting had 15 new volunteers via business cards.

b) PhoneTree device or phone calling pyramid for volunteers without email

1. Fran explained that a PhoneTree is not possible right now.

c) D Street Crew

1. Florine Banks confirmed that the D Street Crew is still engaged. Chuck added that he hopes to get these things on the calendar. Florine added that she's trying to get Monica Ruiz to join the Task Force.
2. Fran announced that there is a meeting for Eden Gardens tentatively scheduled for June 9 at Eden Garden School from 7-9pm.

12. Preliminary Financial Report

1. Ellie explained that the preliminary financial report is incomplete as it is missing a banner that Ms. Gloria Grant-Wilson bought for the Task Force as well as all the flyer copying that is done in house. A more complete report should be available next month.
2. Lloyd suggested that people who use their vehicles extensively during clean up events should be able to put in for vouchers based on their gas or mileage. Fran suggested that if a formal policy were drawn up there could be some process of approval. Lloyd will work on the policy.
3. Marilyn suggested that the Task Force reimburse the city. Fran responded that the city footed the bill to get the Task Force up and running. Replenishment would come out of the Task Force budget.
4. Kathy added that the Chico bag purchase will go in tomorrow and that it takes 8 weeks to get the bags.
5. Chuck added that new badges would be needed for the new members.

6. Rich added that the original proposal for magnetic placards was 8 signs from Dee Signs at about \$48 a piece. The final design is a 16" diamond with a white border. He is hoping to get 10 for \$29.95 a piece. The cost will not exceed \$500. The city is now working on it.
7. Frank noted that the financial report lacks the \$1000 the Task Force gave to Schafer Park. He also asked what happens to the budget at the end of the year. Fran replied that the budget will roll over.
8. John and Lloyd asked that the cleanup planners meet after the meeting. John clarified that the May cleanup is a city-wide cleanup and that the Task Force will work with the registration people and blend in to learn. There will still be a KHCG booth up with future cleanups. Gary suggested that an earlier date (rather than 2 days before the event) be put on the liability forms for logistics and figuring out food purchases.
9. Carolina announced that the mayor will be at Mount Eden April 28, at 7pm. He will also be at Schafer Park on May 19 at 7pm. Doug suggested that as many Task Force members as possible show up to the events. Carolina also asked for help from Task Force members at the Mount Eden Cleanup on April 26. Chuck volunteered.

13. Completed Events and Updates

a) Doorknob hanger program and update

14. Upcoming Events

a) Fairway Park Neighborhood Cleanup/Graffiti Removal Activity

1. Chuck reported that Fairway Park is doing fine without the Task Force.

b) April 26 Cleanup on Jackson Street

1. John announced that they plan to be set up by 7:30am.
2. Rich announced that they are expecting volunteers from Cal State University East Bay, Mount Eden High School, and probationers. There will be a mix of painting and litter pick up. Painting activities may have to spread out. The cleanup crew will consist of high school students with chaperones. The meeting place is at Harder and Cypress.

c) Future Cleanups

1. John mentioned that the KHCG Task Force is in the newsletter at Amador thanks to Pat Gonzales.
2. Lloyd asked if Huntwood is still bad. Rich replied that it's still pretty bad. The cars are gone, but the walls are tagged. Chuck suggested a shrubbery solution for walls. Rich added that there is still a homeless encampment there.

15. Announcements

1. Chuck asked that people send him locations of hanging shoes so that the Task Force can make is a periodic event to notify PG&E. Rich explained that hanging shoes are a territorial thing. It's done in the honor of a death, for drugs – it's all gang related. Frank noted that the lines determine who to call to take them down – phone company, PG&E, etc. Monica Ruiz suggested that people look it up on YouTube. Doug added that the best way to get them down quickly is to annoy the company several times an hour with as many different phone numbers as possible.

16. Adjourn – 9:10pm

Financial Report

KHCG expenditures to date

Date	Individual/Organization	Items	Expenses	Budget Balance
				\$50,000.00
	Gloria Grant-Wilson for KHCG Task Force	KHCG Banner	\$260.00	\$49,740.00
11/1/2007	Chuck Horner for KHCG Task Force	KHCG Member Nametags	\$195.97	\$49,544.03
2/19/2008	Carolina Abatayo for Schafer Park Budget		\$1,000.00	\$48,544.03
5/2/2008	Kathy Super for KHCG Volunteers	Chico Bags	\$3,534.38	\$45,009.65
Total Expenses:			\$4,990.35	
Total Remaining Budget:		\$45,009.65		

Schafer Park expenditures to date

Date	Individual/Organization	Items	Expenses	Budget Balance
				\$1,000.00
11/17/2007	Kindra Mendall for Schafer Park	Cards, pens, clipboards, paper	\$81.78	\$918.22
11/27/2007	Kindra Mendall for Schafer Park	Flyers	\$35.88	\$882.34
2/29/2008	Colleen Kamai for Schafer Park	Flyers	\$58.73	\$823.61
2/29/2008	Carolina Abatayo for Schafer Park	Refreshments	\$39.62	\$783.99
3/13/2008	KHCG Task Force for Schafer Park	Flyers	\$92.44	\$691.55
Total Expenses:			\$308.45	
Total Remaining Budget:		\$691.55		

As of 5-15-08

NOTE:

Expenditures do not include the following:

Labor costs

In-house print jobs

Purchases that have not yet been added to the system

Attachment – Recycle Bins for Batteries

Based on a Note from Indy Nelson:

The bins are special bins just for batteries. The bins would be 4-5 Gallon Bins that would have a picture of batteries in the front as well as some way to get peoples attention.

The bins are \$12 each, and Tri CED would pick up the batteries for free from the places that we would have the bins placed.

Here is a list of places I thought would be good for the bins:

1. Libraries (both the branch and the main)
2. City Hall
3. Police department
4. Post office (Maybe)
5. H.A.R.D. main office
6. Other H.A.R.D. community places
7. Maybe Schools

Having a battery recycling program in schools would involve giving flyers out to the principal. Then she can give them out to the teachers and they would have maybe small buckets in their classrooms and a main bucket for the school.

Flyers could be made if the Task Force thought it was a good idea.

I am still working with Tri CED on how big bins are (he said that there are 55 Gallon buckets and 4 and 5 Gallon buckets).

As I am working on the Hornaday Award, I should be involved in every phase of this project. I started the idea and will (if it's ok) be in charge of the project with the help from the Task Force and Tri CED. I would work with the Task Force and Tri CED (and also Waste Management, but I believe that the Task Force would write the letter to Waste Management) - (If I could get a copy of that letter when they send the letter to Waste Management) on getting the bins and having them put in special places in Hayward. After that (if the idea in Hayward with the bins is successful) I would like to have a full battery program with all the schools in Hayward but if that happens that would be some time in the fall 2008 or early 2009.

Thank you