



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force
Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
July 23, 2009

Agenda

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call

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).*

- IV. Approval of the Summary Notes from June 25, 2009 Task Force Meeting
- V. Introduction of newly appointed Task Force members
- VI. Financial Report
- VII. Upcoming Events
 - a. July 25 @ Matt Jimenez Center - 28200 Ruus Road - Contact: Blytha Bower 510-303-7924 blytha@aol.com (Rookie Ball and Coaches, Hayward Police Department Explorers are expected to participate – Lt. Sheryl Boykins)
 - b. Enlistment opportunity – booth at Aug.8 10a-2p Block Party, Community Church of Hayward, 26555 Gading Road at Schafer - Manuel Magana @ 510-305-9963
 - c. August 22 @ Lorin Eden Elementary School - 27790 Portsmouth Ave Contact: Chuck Horner 510-589-9677 churck@comcast.net
 - d. Neighborhood Partnership Meetings - All Task Force members have been added to email list and encouraged to participate david.korth@hayward-ca.gov (Horner)
- VIII. Presentations
Serena Parr, Eden Area Coordinator, Rising Sun Energy Center – California Youth Energy Service
- IX. City Status Reports
 - a. Maintenance Services
 1. Hanging shoes (Bauman)
 2. Purchase of grabbers
 - b. Sustainability Report (Grandt)
 - c. Cleanup Event administrative records and procedures (Kamai)

- X. Member Reports:
 - a. Financial Committee for less than \$250 expenditures – elect two members (Clifton)
 - b. Event Team Administration resources, description to enlist volunteers (Bower)
 - c. Event Team Staging resources, description to enlist volunteers (Clifton)
 - d. Accessible supply storage/ trailer (Super/Horner)
 - e. Huntwood effort (Ligibel)

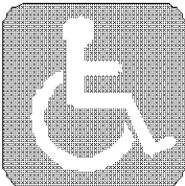
- XI. Chair Report (Horner)
 - a. Task Force Member participation expectations
 - b. Cones and signs for medium cleanup safety
 - c. Special Orientation Meeting for new Task Force members
 - d. Tennyson High, Nutrition Education Garden, Nutritionist Molly Nakahara and Wall of Fame, Sean Chapin “Sacred”
 - e. Bowman Elementary area graffiti

- XII. Future Agenda Items

- XIII. Next Meeting – August 27, 2009

- XIV. Turn in volunteer contacts

- XV. Adjournment



Please do not wear scented products to this meeting.
People who have environmental sensitivities may be in attendance.
Assistance will be provided to those requiring accommodations for disabilities in accordance with the Americans with Disabilities Act of 1990.
Please request needed accommodations at least 72 hours in advance of the meeting by calling (510) 583-4248,
or by calling the TDD line for those with speech and/or hearing disabilities at (510) 247-3340



Keep Hayward Clean and Green (KHCG)

Task Force Meeting Notes
 Hayward City Hall, Room 2A
 777 B Street, Hayward
 June 25, 2009

1. **Call to Order.** Meeting called to order at 7:00 PM by Chair Chuck Horner
2. **Pledge of Allegiance**
3. **Roll Call**

Present	Absent	Guests	City Council and Staff
Abatayo, Carolina	Ligibel, Doug	Simon Wong,	Matt McGrath, Director of Maintenance
Banks, Florine	Oliva, Laura	Tri-City Voice	Services
Bowers, Blytha			Stacey Sorensen, Neighborhood
Clifton, Lloyd			Partnership Manager
Grandt, Douglas			
Horner, Chuck			
LaPlante, Rich			
Ligibel, Dee Dee			
Simpson, Rob			
Steinberger, Gary			
Super, Kathy			
White, John			

NOTE: There were technical difficulties with the recorder during the first several minutes of the meeting.

4. **Public Comments:** Simon Wong from Tri-City Voice introduced himself.
5. **Approval of Notes from Task Force Meeting of May 28, 2009:** It was unanimously accepted to approve the notes from the Task Force Meeting of May 28, 2009.
6. **Financial Report:** The financial report for May was distributed.
7. **Upcoming Clean-up / Graffiti removal events:**
 - a. As was previously mentioned during the May meeting, members were reminded that the Tiburcio Vasquez Health Center will not host a second clean-up site on June 27, 2009.
 - b. It was **Motioned, Seconded** and unanimously passed to approve the allocation of \$300.00 to purchase giveaways and handouts for the Thursday night Street Parties and other KHCG related events.
8. **Presentations:** There were no presentations.

9. City Status Reports:

- a. Matt McGrath informed the group that he will be scheduling staff to begin removing shoes from utility wires.
- b. Douglas Grandt informed the group that at the Sustainability Committee reviewed and voted to approve staff recommendations regarding the Climate Action Plan.

10. Member Reports:

- a. Lloyd Clifton provided an update on the Financial Committee process and provided a definition of option A (informal format) versus option B (formal format) as it relates to the Brown Act. After some discussion it was **Motioned and Seconded** to approve Version A which is a recommendation (informal process) not a formal approval process, the motion passed with eleven (11) votes in favor and one (1) opposed.
- b. Blytha Bowers provided an updated into the process of developing step by step guidelines for neighborhood groups, and/or businesses to follow when requesting KHCG support with clean-up events. Task Force Members were asked to review distributed informational materials and provide feedback.
- c. It was noted that during the May meeting the Task Force voted unanimously to not participate in this year's Zucchini Festival.
- d. Kathy Super provided information regarding ideas for an accessible supply storage trailer. Logistics and cost involved were discussed. It was determined that Kathy will continue to research alternatives such as available space at local storage facilities and report back.
- e. It was **Motioned** to purchase 100 additional grabbers, the **Motion** was revised to purchase 50 grabbers, it was **seconded** and passed with 10 votes in favor and 2 opposed.

11. Chair Report:

- a. Task Force members discussed their concerns regarding requirements, level of participation, assignments and responsibilities of task force members and what steps can be taken to advise applicants of member expectations during the recruitment process. It was noted that the recruitment process for FY10 has ended therefore, task force members will focus on developing a description of task force member expectations to submit to City Council as a recommendation to be considered as part of next year's recruitment process.
- b. Task Force Members were encouraged to take extra precautions when using personal time for graffiti abatement. It was suggested that members notify HPD of the time and locations of graffiti abatement efforts.

- c. The group that the Hayward Shoreline Interpretive Center and the Hayward Area Recreation and Park District will be having a 10K on the Bay fundraiser event on August 29, 2009.
- d. The Hayward Rookie Ball Coaches and Hayward Explorers will be participating in the July 25, 2009 clean-up as a community service project. They are expected to have up to 50 participants.
- e. Chuck would like the task force to consider including Bowman Elementary school as a future clean-up site. Mr. Horner described the principal's efforts to improve the school campus and concerns with the level of graffiti in the surrounding area.
- f. Chuck explained the City Drain Marking Project. It was noted that it would be repeating the work city staff is already scheduled to do. There is an existing schedule (July – February) to clean drains city-wide and in the process staff are required to document any necessary repairs.
- g. Task Force Members were encouraged to attend Neighborhood Partnership Meetings.
- h. Task Force Members acknowledged Matt McGrath and his staff for their efforts towards cleaning and beautifying Tennyson Avenue.

12. Future Agenda Items:

13. Next Meeting: Thursday, July 23, 2009

14. Turn in volunteer contacts

15. The meeting was adjourned at 9:00PM.

Financial Report As of June 30, 2009

NOTE: Budget allocated for FY10 beginning July 1, 2009

\$10,000.00

KHCG expenditures

Date	Individual/Organization	Items	Expenses	Credits	Budget Balance
7/1/2008	Credit: Budget Allocation	N/A		\$30,000.00	\$30,000.00
10/31/2008	John White	Mileage reimbursement	\$36.87		\$29,963.13
3/6/2009	Serpico Landscaping	Library Fountain Project	\$1,500.00		\$28,463.13
3/6/2009	Folger Graphics	Water bill inserts	\$978.75		\$27,484.38
4/3/2009	Home Depot Credit Services	Push brooms, cable ties, rake & shovels	\$111.85		\$27,372.53
4/3/2009	H & L International, Inc	Rubber gloves	\$626.40		\$26,746.13
4/3/2009	Waxie Sanitary Supply	Plastic garbage liners	\$294.24		\$26,451.89
4/24/2009	Kelly Moore Paint Co	Paint brushes & roller covers	\$192.10		\$26,259.79
4/24/2009	Mountain Mikes Pizza	Schafer Park School pizza party	\$82.87		\$26,176.92
5/8/2009	Peaks & Worley's	Vinyl Gloves	\$113.55		\$26,063.37
5/15/2009	Ewing Irrigation Products	Trash Gator (trash grabbers)	\$176.75		\$25,886.62
5/15/2009	Corporate Express	Badge holders and Copy paper	\$50.33		\$25,836.29
5/15/2009	Corporate Express	Cushion mailer for badges	\$57.66		\$25,778.63
5/29/2009	Rich LaPlante	Mileage reimbursement	\$141.23		\$25,637.40
				Total Credits:	\$30,000.00
			Total Expenses:	\$4,362.60	
			Total Remaining in Budget:		\$25,637.40

NOTE Expenditures do not include the following:
Purchases that have not yet been added to the system

Allocations Made for Specific Projects Fiscal Year 2009

Date	Individual/Organization	Amount
5/22/2008	Daily Review Advertisement	No more than \$4,000
10/16/2009	Water Bill Inserts	Up to \$3,000 (\$978.75 spent \$2,021.25 balance remain)

		Total \$7,000