



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force
Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
April 22, 2010

Agenda

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. 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).*
- V. Approval of the Summary Notes from March 25, 2010 Task Force Meeting
- VI. Financial Report
- VII. Events
 - a. April 25 - Ruus Elementary School – Oliva
 - b. May 15 – Citywide Cleanup event by City of Hayward at Weekes Park
 - c. June 15-17 KaBOOM! playground build in Greenway west of Soto
- VIII. City Status Reports
 - a. Maintenance Services - McGrath
 - b. KHCG & NPPM, TF Member Recruitment – Sorensen
- IX. Vision, Mission, Goals
 - a. Strategic Plan
 - b. Agenda timing - Ong
- II. Next Meeting June 24, 2010 (There is no meeting in May or December)

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
March 25, 2010

1. **Call to Order:** Meeting called to order at 7:00 PM by Co-Chair Lloyd Clifton

2. **Pledge of Allegiance**

3. **Roll Call**

City Council & Staff: Mayor Michael Sweeney; Lawrence McGrath, Director of Maintenance Services; Stacey Sorensen, Neighborhood Partnership Manager

TF Members Present: Carolina Abatayo, Florine Banks, Blytha Bowers, Lloyd Clifton, Douglas Grandt, Rich LaPlante, Doug Ligibel, William McGee, Laura Oliva, Jennifer Ong, Kathy Super, John White

TF Members Absent: Chuck Horner, Rob Simpson, Kevin Thompson

Guests: Christine Martinez-Suzukawa

4. **Public Comments:** John White announced his resignation effective July 24, 2010.

Lloyd Clifton announced that next month's agenda will be limited to one item for discussion – "KHCG Goals & Objectives". Mr. Clifton commented that he will invite the Mayor and members of City Council to be a part of the discussion.

Rich LaPlante commented that he was unable to attend the February 25th meeting and felt the meeting notes were brief in regards to the presentation by the District Attorney's Office. Mr. LaPlante requested more detail regarding the discussion/presentation. Staff will work with Mr. LaPlante to provide clarification.

5. **Approval of Notes from Task Force Meeting of February 25, 2010:** It was unanimously accepted to approve the notes from the Task Force Meeting of February 25, 2010 with the correction that William McGee arrived late but was not absent.

Financial Report: The financial report for January was reviewed.

6. **Presentations:** Christine Martinez-Suzukawa introduced herself and provided a synopsis of the Youth and Family Services Bureau. Ms. Martinez-Suzukawa described the programs offered to City of Hayward residents and answered TF Member questions.

7. Upcoming Clean-up / Graffiti removal events:

March 11, 2010: Annual Bowman Community Resource Fair – Jennifer Ong attended this event and distributed copies of the water bill inserts. Ms. Ong commented on the need for materials to be available in Spanish.

March 27, 2010: TF members discussed logistics, safety and administrative procedures. It was noted that the clean-up area was expanded in anticipation of the number of volunteers. Maps of the expanded area will be provided.

At this time TF members were advised that the Hayward Unified School District requires "Request for Use of School Facilities" Form for KHCG Clean Up events that require use of school facilities. The TF will need to submit this form in advance to each school that will be used as a staging site. TF members were advised that they can request this form from Chair Chuck Horner as well as city staff.

April 22, 2010: There are no City sponsored activities planned for Earth Day.

April 24, 2010: It was noted that the number of volunteers is expected to decline for the April clean-up.

April 24, 2010: South Hayward Stroll – Registration has been paid for KHCG to participate in this event.

8. City Status Reports:

Matt McGrath announced the resignation of City Manager Greg Jones, effective April 2, 2010.

9. Member Reports:

Sustainability Report: No report given.

Digital Kit: Blytha Bowers provided a brief review; TF members provided feedback and suggestions.

Agenda Timing: Jennifer Ong proposed using a timing method in order to stay on track and provide structure to the meetings. TF Members commented on their experiences observing this type of timing method during other City meetings. The idea of implementing a timing method was well received; TF members would like to discuss this further during next month's meeting.

At this time it was suggested that the Chair Report be moved to the beginning of the Agenda, TF members would like to discuss this further during next month's meeting.

10. Chair Report: At this time TF members shared thoughts regarding the suggestion of substituting the phrase "Citizens Cleaning and Greening Neighborhoods" with the phrase "Neighbors (or Residents or both) Cleaning and Greening Neighborhoods" on KHCG materials.

It was **Motioned** and **Seconded** (Bowers/Abatayo) to change the language on the Registration Forms; it was clarified that the Motion is to change the language on Registration Forms and Signs from “Citizens Cleaning and Greening Neighborhoods” to “Neighbors and Residents Cleaning and Greening Neighborhoods”

The **Motion** was amended (McGee) to change the language on the Registration Forms and Signs from “Citizens Cleaning and Greening Neighborhoods” to “Neighbors and Residents Cleaning and Greening Hayward” accepted by Bowers, Seconded by Abatayo.

Discussion: John White commented on his position on removing the word “Citizen”, he feels the word “Citizen” should not offend anyone. Blytha commented that some people in the community are sensitive to the word “Citizen” that it indicates one must be a legal “Citizen” in order to participate in KHCG events. It was noted that members of the community have expressed concern to staff that the word “Citizen” can be misinterpreted.

After a vote the item **passed** with 10 to 2.

11. **Future Agenda Items:** Doug Ligibel would like to discuss his proposal to allow each member 3 minutes during each meeting to provide updates on individual efforts.
12. **Next Meeting:** Thursday, April 22, 2010. (Reminder: During the 1/28/2010 meeting TF voted unanimously to cancel the meeting scheduled for May 27, 2010)
13. **Turn in volunteer contacts.**
14. **The meeting was adjourned at 9:00pm.**

Allocations Made for Specific Projects Fiscal Year 2010

Date	Individual/Organization	Amount
6/25/2009	Purchase of hand outs and giveaways	\$300.00
6/25/2009	Purchase of 50 grabbers	\$1,000.00
10/15/2009	Schafer Park Clean-Up Participation Prize	\$100.00
1/28/2010	Inserts	\$1,346.51
1/28/2010	South Hayward Stroll	\$25.00
		\$2,771.51