



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force
Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
November 17, 2011

Revised **Agenda**

- I. Call to Order (7:00pm)
- II. Pledge of Allegiance (7:02pm)
- III. Roll Call (7:05pm)
- 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).* (7:05pm – 7:15pm)
- V. Approval of the Summary Notes from [October 27, 2011 Task Force Meeting](#) (7:15pm – 7:20pm)
- VI. Financial Report (7:20pm – 7:25pm)
- VII. Attendance Report (7:25pm – 7:30pm)
- VIII. [Upcoming Clean Up Events](#) (7:30pm – 7:40pm)
 - a. November 19, 2011 Schafer Park Neighborhood (Bowers)
 - b. January 28, 2012 South Garden Neighborhood (Catlow)
- IX. Education and Marketing (7:40pm – 7:50pm)
 - a. Youth Commission (Beltran)
 - b. Environmental Education (Oliva / Bowers)
 - c. Sustainability (Oliva)
- X. Action Items and Issues (7:50pm – 8:05pm)
 - a. Information Card – KHCG Logo (Horner)
 - b. 2012 Cleanup TF Member Sign-up
 - c. Chair Report (Bowers)
 - d. Roundtable (all)
- XI. City Status Reports/Updates (8:05pm– 8:10pm)
- XII. Review Future Agenda / Action Items (8:10pm – 8:15pm)
 - a. City Ordinances – Business/ Residence Clean Up Requirements (Sorensen)

XIII. New Member Orientation (8:15pm – 9:00pm) (Bowers)

- a. Roll of Finance Committee
- b. Harassment and Ethics Training
- c. [Brown Act](#)
- d. Attendance
- e. Current KHCG Activities and Business Plan

XIV. Next Meeting January 26, 2012

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 (TF) Meeting Notes
Hayward City Hall, Room 2A
777 B Street, Hayward
October 27, 2011

- I. **Call to Order:** Meeting called to order at 7:04 p.m. by Chair Blytha Bowers
- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by TF Member Reverend Desmond Henry
- III. **Roll Call:**

City Council & Staff: Lawrence McGrath, Director of Maintenance Services; Stacey Sorensen, Neighborhood Partnership Manager; Colleen Kamai, Senior Secretary

Task Force Members Present: Braxston Banks; Florine Banks; Blytha Bowers; Christopher Catlow; Heather Enders; Suzanne Gayle; David Haines; Rev. Desmond Henry; Chuck Horner; Rich LaPlante; Laura Oliva; Monica Ruiz; Kathy Super; Vishal Trivedi

Task Force Members Absent: Carolina Abatayo; Lloyd Clifton; Doug Ligibel; Jennifer Ong; Tawana Smith

Youth Commission Liaison: Elmer Beltran

Guests (Visitor Sign-In): None
- IV. **Public Comments:** TF Member Chuck Horner shared his idea to develop a business card that would list the KHCG website address and contact information along with additional information about the Haywalkru, and inquired about using the KHCG logo. This item will be put on a future agenda for consideration.
- V. **Approval of Notes from Task Force Meeting of August 25, 2011:** It was **motioned/seconded** and unanimously passed to approve the notes from the Task Force Meeting of August 25, 2011. (14:0:0:5 absent)
- VI. **Approval of Notes from Task Force Meeting of September 22, 2011:** It was **motioned/seconded** and unanimously passed to approve the notes from the Task Force Meeting of September 22, 2011. (14:0:0:5 absent)
- VII. **Financial Report:** The financial report was reviewed.
- VIII. **Attendance Report:** TF member attendance at meetings, clean-up, and other events were reported.
- IX. **CRM/Access Hayward Presentation:** No Presentation was given.
- X. **Clean Up Events/Activities:**
 - a. September 24, 2011– Chair Bowers reported that there were twenty-three volunteers, seventeen staff and collected 200 items.
 - b. October 22, 2011 - Chair Bowers provided statistics for the event, twenty-two TF members and staff; two hundred and sixty-three volunteers many of which were from Cal State University East Bay, Upward Bound Program based at CSUEB, St. Bedes School, Hayward CANN, and three hundred and eighty-four items collected.

Chair Bowers thanked City staff, Todd Rullman and TF members Rich LaPlante and Kathy Super for their extra efforts helping to coordinate the clean-up event. Chair Bowers reported that she received emails from the Mayor, Councilmember Henson, Councilmember Quirk, Councilmember Zermeno, Councilmember

Salinas and the City Clerk all expressing their appreciation for the task force efforts and how wonderful the event was. Additionally, Chair Bowers thanked Al Mendall for speaking at the “after event” that took place at CSUEB.

- c. November 19, 2011 – Schafer Park Neighborhood - Logistics and administrative procedures were discussed.

XI. Education and Marketing:

- a. Youth Commission – Youth Commissioner Elmer Beltran reported that the Youth Commission has expressed interest in participating in the Adopt-a-Block program adopting Watkins Street from B Street to Jackson; they will contact Chair Bowers for an application.
- b. Sustainability – Chair Bowers reported the Sustainability Committee has expressed an interest in working with KHCG on developing a curriculum around environmental science.

XII. Action Items and Issues:

- a. 2012 Clean-Up Event TF Member Sign-up – The clean-up schedule for 2012 was reviewed and task force members were asked to sign-up to be event “owners”. Event “owners” are responsible for canvassing the designated clean-up area prior to the event in order to identify areas of concern as well as to distribute event flyers to residents, businesses, schools and churches that are located within the clean-up event area. It was noted that TF member contact information will not be printed on publicized materials.
- b. 2012 Water Bill Inserts – A draft version was presented to TF members for review. It was noted that the final version is expected to be sent to the printers by Friday, November 4; therefore, a revised version based on TF member input will be sent to Chair Bowers for review and approval.
- c. Vest Expense Reimbursement to Maintenance Services – Chair Bowers reported that additional volunteer vests were ordered by Maintenance Services in order to accommodate the large number of volunteers expected to attend the event on October 22. It was **motioned/ seconded** and unanimously approved to reimburse Maintenance Services in the amount of \$880.88 for the cost of purchasing volunteer vests. (14:00: 5 absent).
- d. Supplies – No new information on this item.
- e. Chair Report (Bowers) – Chair Bowers reported that Science in the Park event was a success and thanked TF Member Suzanne Gayle, Chuck Horner, Florine Banks, and Kathy Super for their extraordinary efforts staffing the booth.

Chair Bowers announced upcoming events; [South Hayward Parish](#) is holding a fundraiser on November 3 at 6pm at 27287 Patrick Avenue benefit Hayward CANN; [Envision Downtown](#) meeting on November 5 at 10:00 a.m. at City Hall - the City of Hayward is seeking community input on future development and design of the downtown area.

Chair Bowers also reminded newly appointed TF members that the deadline for completing the Ethics and Harassment Prevention trainings is November 30.

- f. Round table - Task force members were given an opportunity to comment on any suggestions/ideas they may have.

Suzanne Gayle commented that the response from a property owner on Foothill Blvd. about the mural program was extremely positive.

At this time Stacey Sorensen announced that the City of Hayward, in recognition of the Mural Program received the Helen Putnam Award for Excellence. Staff was presented with the award at the League of California Cities Annual Conference.

Laura Oliva commented that she has recently viewed the murals on the Grand Terrace UPRR Sound Wall and remarked how beautiful they are.

Chuck Horner commented on several items, including the gap between the fence and the sound wall on the Eldridge side of the pedestrian over pass; the opening provides access to unsecured areas, which attract graffiti vandals and should be brought to Caltrans attention. Staff at Secure Storage expressed gratitude for staff's response to graffiti and dumping issues on Huntwood Ave. Mr. Horner also asked that Chair Bowers follow-up with Baxter Healthcare about participating in the Adopt-a-Block program and expressed disappointment that TF members were unable to attend a recent event at Everest College. Additionally, Mr. Horner commented on a problem with a commercial size truck that appears to be inoperable and has been parked on Soto Road for extended period of time.

David Haines thanked the City for their extraordinary and timely response to graffiti vandalism and illegal dumping in his neighborhood. The efforts of staff have improved the appearance of his neighborhood tremendously.

Rich LaPlante expressed interest in identifying how the Utility Users tax has benefited the departments and divisions that directly deal with graffiti abatement, illegal dumping, liter removal, and code enforcement.

- XIII. City Status Reports/Updates:** Matt McGrath reported that a Community Meeting on Proposed Changes to the Hayward Community Preservation Ordinance regarding illegal dumping will take place at City Hall on Wednesday, November 2, 2011 5:30 p.m. Mr. McGrath also reported that cameras have been installed and are operational on the Eldridge pedestrian overpass; the cameras are monitored by HPD. Additionally, Mr. McGrath commented on a lighting retrofitting and solar project at the corporation yard and reported that Maintenance Services has acquired two fully electric Nissan Leafs.

Stacey Sorensen presented a draft idea for a Graffiti Ordinance handout designed to be distributed to business owners. TF members provided feedback. A revised version based on TF member input will be brought back to the TF for review.

- XIV. Review Future Agenda Items:** Clean-Up event "Ownership"; Graffiti Hot Line (Technical issues); Brown Act; Attendance Policy.

XV. Next Meeting: November 17, 2011

XVI. The meeting was adjourned at 8:51 p.m.

Purchases that have not yet been added to the system

Individual/Organization	Amount	Comments
Purchase of Water Bill Inserts	\$ 1,700.00	up to \$1,700 for cost of printing water bill inserts for 2012
Purchase of New Member Name Badges	\$ 75.00	up to \$75 for the cost of new member name badges
Reimbursement to Maintenance Service	\$ 880.88	cost to purchase volunteer vests
TOTAL	\$ 2,655.88	

Total FY12 Budget	\$10,000.00
Expenditures to date	\$438.74
Allocations made FY12 - not yet posted	\$2,655.88
Balance after allocations and expenditures	\$6,905.38