



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force
Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
January 24, 2013

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 November 15, 2012 (7:15pm – 7:20pm)
- VI. Financial Report (7:20pm – 7:25pm)
 - a. Graffiti Brochure
- VII. Attendance Report (7:25pm – 7:30pm)
- VIII. Clean Up Events (7:30pm – 8:00pm)
 - a. November 17, 2012 – Tennyson High School/Whitman-Mocine (Bowers)
 - b. January 26, 2013 – South Garden Neighborhood (Bowers)
 - c. February 23, 2013 – Tyrrell-Glassbrook Neighborhood (Smith/Foley-Scott)
 - d. March 23, 2013 – Upper B Street Neighborhood (Banks/Smith)
 - e. Adopt-a-Block Program Update (Bowers)
- IX. Education and Marketing (8:00pm – 8:30pm)
 - a. Anti-litter Campaign (Bowers)
 - b. Environmental Education Update (Bowers)
 - c. Youth Commission (Ligibel)
 - d. Sustainability (Oliva)
- X. Clean and Green Policy (8:30pm – 8:35pm)
 - a. Graffiti Vandalism Prevention – Ad Hoc Committee Update (Bowers / Horner)
- XI. Action Items and Issues (8:35pm – 8:45pm)
 - a. Clean Campus Competition (Horner)
 - b. City-Wide Garage Sale – Date/Budget

- c. Chair Report (Bowers)
- d. Roundtable

XII. City Status Reports/Updates (8:45pm– 8:55pm)

XIII. Review Future Agenda / Action Items (8:55pm – 9:00pm)

- a. Purchase of Promotional Tote Bags
- b. KHCG Task Force Safety

XIV. Next Meeting February 28, 2013

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
November 15, 2012

- I. **Call to Order:** Meeting called to order at 7:03 p.m. by Chair Blytha Bowers
- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by TF Member Monica Ruiz
- III. **Roll Call:**

Chair Bowers reported that TF Member Mohammed Irfan submitted his recognition.

City Council & Staff: Matt McGrath, Maintenance Services Director; Stacey Bristow, Neighborhood Partnership Manager

Task Force Members Present: Florine Banks; Blytha Bowers; Dana Caines; Radonna Foley-Scott; Suzanne Gayle; Chuck Horner; Rich LaPlante; Tawana Smith; Kathy Super

Task Force Members Absent: Carolina Abatayo; Braxton Banks; Christopher Catlow; Lloyd Clifton; David Haines; Rev. Desmond Henry; Doug Ligibel; Laura Oliva; Monica Ruiz;

Youth Commission Liaison: Not Present **Guests (Visitor Sign-In):** Babatunde Harrison
- IV. **Public Comments:** TF members thanked Matt McGrath for his efforts and congratulated him on the success of passing the Illegal Dumping Ordinance. Mr. McGrath in turn thanked TF members for their efforts and continued support.

Stacey Bristow reported that Mayor Sweeney apologized for not being able to attend the meeting but asked that she thank them for attending the Council meetings and for their support of the Illegal Dumping Ordinance.
- V. **Approval of Notes from Task Force Meeting of October 25, 2012:** The approval of the October 25, 2012 Summary Notes will be postponed until the January 24, 2013 meeting due to a lack of a quorum.
- VI. **Financial Report:** The financial report was reviewed.
 - a. Reimbursement Request (Horner/Super) – Chair Bowers reminded TF members to submit their receipts along with their reimbursement requests as soon as possible and added that if the total is less than \$200 it can be submitted directly to the Finance Committee for review and approval.
 - b. Zero Graffiti International Annual Conference – No information was given or discussed regarding this item.
- VII. **Attendance Report:** TF member attendance at meetings, clean-up, and other events were reported.
- VIII. **Presentation - Rental Housing Ordinance Revision:** Stacey Bristow reported that staff recommendations to revise the Rental Housing Ordinance will be presented to the Mayor and City Council at a Work Session in January. She added that this is the first time this presentation has been given at a public meeting and invited TF members to provide feedback. She explained that there are three components to the recommendation including general clean-up language, an addition of a self-certification program, and an addition of a mandatory crime free program, adding that Hayward would be the first city, state wide, to implement a mandatory program. Ms. Bristow gave a PowerPoint presentation outlining the proposed revisions, answered TF member questions, and outlined future steps.

IX. Clean Up Events/Activities:

- a. October 27, 2012 Make a Difference – Chair Bowers reported that there were a total of 214 volunteers, 155 items were collected, and 272 hours of community service hours were completed. Chair Bowers thanked TF members for preparing for and participating in the event and noted that there were significant fewer volunteers than were anticipated.
- b. November 17, 2012 Tennyson High School - Whitman-Mocine – Logistics and administrative procedures were discussed.
- c. 2013 Clean-Up Schedule TF Member Assignments – The clean-up schedule for 2013 was reviewed and TF 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 the water bill inserts, but will be printed on the monthly event flyer and registration form.
- d. Adopt-a-Block Program – Chair Bowers reported that there are currently a total of twenty participants.

X. Education and Marketing:

- a. Anti-litter Campaign – Chair Bowers said she would like to schedule a work session in January to revisit the Anti-litter Campaign.
- b. Environmental Education Update - Chair Bowers said she would like to appoint a few additional TF members to the Environmental Education committee.
- c. Youth Commission – No update given.
- d. Sustainability – No update given.

XI. Clean and Green Policy

- a. Graffiti Vandalism Prevention – Ad Hoc Committee Update – Chair Bowers reported that the group has been working with HPD, to identify what types of evidence is needed to build a case against graffiti vandals. They have also been talking about the possibility of reinstating a diversion program called “*Impact*,” that was implemented through HPD, Youth and Family Services.

Chair Bowers reminded the group that several TF members volunteered to visit local retailers of spray paint in order to evaluate their storage and selling procedures, and asked that they report their observations as soon as possible.

XII. Action Items and Issues:

- a. Clean Campus Competition (Horner) – TF Member Chuck Horner outlined the parameters of the proposed competition and reported that he is still working on some of the details.
- b. Chair Report (Bowers) – Chair Bowers reported that she will be coordinating with CSUEB and the City for Earth Day on April 20, 2013. Additionally, Chair Bowers reported that HPD recently met with residents of South Hayward discussing concerns about crime and daytime burglaries and outlined crime prevention safety tips. Lastly, Chair Bowers thanked TF members and staff for all their support and efforts throughout 2012.
- c. Roundtable - TF members spoke about concerns with some TF members not participating in meetings and clean-ups as required under the attendance policy. Chair Bowers reported that the first quarter review of attendance will be completed and letters will be sent to those having not met the minimal of 75% attendance.

XIII. City Status Reports/Update: No updates given.

XIV. Review Future Agenda / Action Items: This item was not reviewed.

XV. Next Meeting: January 24, 2013

XVI. Adjournment: The meeting was adjourned at 9:00p.m.

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

Allocations Made for Specific Projects Fiscal Year 2013

Date	Individual/Organization	Amount	Comments
7/26/2012	City Wide Garage Sale	\$ 528.00	for expenses associated with event planning/marketing (as of 1/1/13 spent \$528 of the \$1,00 allocated)
10/25/2012	Supplies	\$ 439.71	\$2536.76 150 grabbers; \$480.24 120 vests; \$127.43 label maker (as of 1/1/13 2,097.05 paid out for grabbers)
	TOTAL	\$ 967.71	

Expended to date	\$5,163.39
Allocated to date	\$ 967.71
Remaining	\$4,195.68