



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force
Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
June 27, 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 May 23, 2013 (7:15pm – 7:20pm)
- VI. Financial Report (7:20pm – 7:25pm)
 - a. Expenditures
- VII. Attendance Report (7:25pm – 7:30pm)
- VIII. Clean Up Events (7:30pm – 8:00pm)
 - a. June 22, 2013 – South Hayward Neighborhood
Meet at: Mission Hills Golf Course (Bowers/Oliva)
 - b. July 27, 2013 Longwood Neighborhood
Meet at: Longwood Elementary (Horner)
 - c. August 24, 2013 Harder-Tennyson Neighborhood (LaPlante)
Meet at: Leidig Court at Tennyson Road
 - d. Adopt-a-Block Program (Bowers)
- IX. Education and Marketing (8:00pm – 8:15pm)
 - a. Anti-litter Campaign (Bowers)
 - b. Youth Commission
 - c. Sustainability (Oliva)
- X. Clean and Green Policy (8:15pm – 8:20pm)
 - a. Graffiti Vandalism Prevention – Ad Hoc Committee Update (Bowers / Horner)
- XI. Action Items and Issues (8:20pm – 8:45pm)
 - a. Volunteer Award Dinner Nomination

- b. Proposed Program to “Nominate” Blighted Property within Scheduled Clean-Up Area
- c. Downtown Street Parties (June 20, July 18 and August 15)
- d. Hayward Neighborhood Alert - Car-A-Van on Monday, July 29, 5-8pm (Horner)
- e. TF Member Recruitment - Update
- f. City Wide Garage Sale – Update
- g. Chair Report (Bowers)
- h. Roundtable

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

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

- a. Clean Campus Competition (Horner)
- b. KHCG Task Force Safety

XIV. Next Meeting July 25, 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
May 23, 2013

- I. **Call to Order:** Meeting called to order at 7:06 p.m. by Chair Blytha Bowers
- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by TF Member Laura Oliva
- III. **Roll Call:**

City Council & Staff: Lawrence McGrath Director of Maintenance Services; Stacey Bristow, Neighborhood Partnership Manager; Colleen Kamai, Executive Assistant

Task Force Members Present: Carolina Abatayo; Braxston Banks; Florine Banks; Blytha Bowers; Suzanne Gayle; Chuck Horner; Rich LaPlante; Laura Oliva; Tawana Smith; Kathy Super

Task Force Members Absent: Dana Caines; Christopher Catlow; Radonna Foley-Scott; Rev. Desmond Henry

Youth Commission Liaison:

Guests (Visitor Sign-In): Heather Enders
- IV. **Public Comments:** None.
- V. **Approval of Notes from Task Force Meeting of May 23, 2013:** It was **motioned/seconded** and passed by majority vote to approve the May 23, 2013 meeting notes: (9:0:1:4 absent)
- VI. **Financial Report:** The financial report was reviewed. TF Members Florine Banks and Kathy Super reported on the inventory of supplies and promotional items. TF Member Suzanne Gayle suggested using a portion of the budget balance to purchase additional promotional items for the upcoming downtown street parties. The group discussed what supplies, equipment, and promotional items they would like to purchase. It was noted that former TF member Lloyd Clifton worked directly with staff when ordering supplies and equipment and was most familiar with the inventory, cost, and frequency of orders. TF members talked about the importance of tracking their supply usage and cost.

It was **motioned/seconded** and passed to allocate the budget balance to be used to purchase supplies, equipment, and promotional items.
- VII. **Attendance Report:** TF member attendance at meetings, clean-ups, and other events were reported.
- VIII. **Clean Up Events/Activities:**
 - a. May 18, 2013 – Jackson Triangle Neighborhood – Chair Bowers reported that for the first time ever, there were no volunteers at the clean-up event. It was noted that it may be because the May event was moved up to the third Saturday instead of the fourth Saturday to avoid a conflict with the Memorial Day Holiday weekend.
 - b. June 22, 2013 – South Hayward Neighborhood - It was noted that the staging location is Mission Hills Golf Course on Industrial Parkway.
 - c. Adopt-a-Block Program – No information or updates at this time.
- IX. **Education and Marketing:**

- a. Outreach List – TF Member Banks provided TF members with a list of groups and organizations that should be contacted for monthly clean-ups.
- b. Anti-litter Campaign – Chair Bowers reported that the subcommittee is still trying to coordinate a date and time to meet. TF Member Suzanne Gayle shared concepts for the anti-litter campaign. TF Member Braxton Banks asked to join the subcommittee.
- c. Youth Commission – No information or updates at this time.
- d. Sustainability – No information or updates at this time.

X. Clean and Green Policy

- a. Graffiti Vandalism Prevention – Ad Hoc Committee Update – Chair Bowers reported that the Ad Hoc Committee plans to reach out to HPD to understand the process for apprehension and data collection and to Youth and Family Services to talk about prevention programs.

XI. Action Items and Issues:

- a. Downtown Street Parties – TF members talked about the dates of the upcoming street parties and those who are available volunteered to staff the KHCG booth. TF members talked about parking the KHCG truck and the graffiti abatement truck near their booth.
- b. Member Recruitment – TF members were reminded of the Community Engagement event scheduled for Saturday, June 1 and the TF Interview panel that is scheduled for July 17.
- c. CityWide Garage Sale – Staff reported that there are currently about nineteen sites registered noting that at least one Neighborhood Association group of about 140 homes has indicated they are encouraging all homeowners to participate.
TF Member Braxton Banks reported that he has been talking with a vendor of donation drop boxes, who is interested in participating in the City Wide Garage Sale. Mr. Banks explained that they would like to position donation boxes in neighborhoods that have garage sales as an easy way for residents to dispose of unwanted or leftover clothing instead of throwing it into the trash. Staff reported that there are legality issues as well as ADA issues with the proposed placement of drop boxes on street corners and/or on private property. The drop boxes cannot block the public right-of-way areas, and there are liability issues if placed on private property. In addition staff has concerns because there are ongoing legal issues with the various “donation drop boxes” currently positioned at numerous sites throughout the city.
- d. Chair Report (Bowers) – Chair Bowers reminded the group that the Community Engagement event is scheduled for Saturday, June 1 from 9:00am to 3:00pm. Chair Bowers asked TF members to volunteer to staff the KHCG table.

XII. City Status Reports/Update: Matt McGrath reported that truck that has been assigned to the TF to use to transport supplies to and from monthly clean-up events is ready.

XIII. Review Future Agenda / Action Items: Volunteer Award Nomination; Developing Program “Nominating” blighted property within cleanup area.

XIV. Next Meeting: June 27, 2013

XV. Adjournment: The meeting was adjourned at 8:50p.m.