



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force
Hayward City Hall, Room 2A
Regular Meeting - 7:00 PM
August 22, 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 July 25, 2013 (7:15pm – 7:20pm)
- VI. Financial Report (7:20pm – 7:25pm)
- VII. Attendance Report (7:25pm – 7:30pm)
- VIII. Cleanup Events (7:30pm – 8:00pm)
 - a. July 27, 2013 Longwood Neighborhood (Horner)
 - b. August 24, 2013 Harder-Tennyson Neighborhood (LaPlante)
Meet at: Leidig Court at Tennyson Road
 - c. September 28, 2013 Burbank Neighborhood (Super/Gayle)
Meet at: Burbank Elementary School
 - 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. Mapping Project (Gayle)
 - b. 2014 Cleanup Schedule/Areas/Outreach
 - c. Door Hangar Program

- d. Proposed Program to “Nominate” Blighted Property within Scheduled Cleanup Area (Update Bristow)
- e. 2014 Water Bill Inserts
- f. Downtown Street Party (August 15)
- 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. Finance Committee Purpose/Role (January 2014)
- b. KHCG Task Force Safety
- c. Third Annual City Wide Garage Sale

XIV. Next Meeting September 26, 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) 583-4340, 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
July 25, 2013

- I. **Call to Order:** Meeting called to order at 7:05 p.m. by Chair Blytha Bowers
- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Lynne Clifton
- III. **Roll Call:**

City Council & Staff: Lawrence McGrath Director of Maintenance Services; Eusebio Espitia, Code Enforcement Supervisor; Colleen Kamai, Executive Assistant

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

Task Force Members Absent: Dana Caines; Christopher Catlow; Chuck Horner; Rev. Desmond Henry; Laura Oliva; Radonnna Foley-Scott

Youth Commission Liaison: None

Guests (Visitor Sign-In): Lynne Clifton; Moses Sullivan
- IV. **Public Comments:** There were no public comments.
- V. **Approval of Notes from Task Force Meeting of June 27, 2013:** It was **motioned/seconded** (LaPlante/Abatayo) and passed by majority vote to approve the June 27, 2013 meeting notes: (8:0:0:6 absent)
- VI. **Financial Report:** The financial report was reviewed.
- VII. **Attendance Report:** TF member attendance at meetings, cleanups, and other events were reported.
- VIII. **Cleanup Events/Activities:**
 - a. July 27, 2013 – Longwood Neighborhood (Horner) – Nothing to report.
 - b. August 24, 2013 – Harder-Tennyson Neighborhood (LaPlante) – Logistics and administrative procedures were reviewed.
 - c. Adopt-a-Block Program – No information or updates at this time.
- IX. **Education and Marketing:**
 - a. Anti-litter Campaign – Chair Bowers reported that she and Stacey Bristow met briefly to talk about the proposed campaign and incentive/reward program. They discussed the level of involvement that would be required of TF members to administer and maintain the program. Chair Bowers said additional TF members may be needed to serve on the ad hoc committee and additional meetings will need to be scheduled.
 - b. Youth Commission – No information or updates at this time.
 - c. Sustainability – No information or updates at this time.

X. Clean and Green Policy:

- a. Graffiti Vandalism Prevention – Ad Hoc Committee Update – No information or updates at this time.

XI. Action Items and Issues:

- a. Finance Committee Purpose/Role – In anticipation of new TF members being appointed in September, the group decided to postpone this item until January 2014 to allow new TF members an opportunity to participate in the discussion and/or action.
- b. 2014 Cleanup Schedule/Areas – TF members talked about the recent decline in participation at monthly cleanup events and about possible strategies they can take to increase participation. TF members also talked about restructuring their cleanup format to incorporate special projects.

TF member Susan Gayle reported that she will work with staff to develop a mapping system that will identify businesses, churches, schools, organizations and residents within a cleanup area to help with outreach efforts.

TF members asked staff to include this item on future agendas for additional discussion.

- c. Door Hanger Program – No information at this time. Postponed to August meeting.
- d. Proposed Program to “Nominate” Blighted Property within Scheduled Cleanup Area – TF member Rich LaPlante reported that he spoke briefly with staff who indicated that a comprehensive program would need to be developed from program guidelines, participant eligibility, to a selection process.
- e. Downtown Street Parties – TF members reported that the July 18 Street Party was a success.
- f. Member Recruitment – Chair Bowers reported that the KHCG TF interview panel interviewed applicants on July 17 and provided their recommendations to City Council. She said new members will be appointed in September.
- g. CityWide Garage Sale – Staff provided participant feedback about the event. Similar to the feedback from the previous event, the majority of participant comments were positive and in favor of continuing the event annually, though participants felt there was a lack of publicity and event signage.
- h. Chair Report (Bowers) – No report given.
- i. Roundtable – TF members were given an opportunity to comment on any suggestions/ideas they may have and to report on any activities they have participated in.

XII. City Status Reports/Update: No information or updates at this time.

XIII. Review Future Agenda / Action Items: Supply/Inventory Tracking Log; Revisit Finance Committee Purpose/Role; 2014 Cleanup Schedule; Door Hanger Program

XIV. Next Meeting: August 22, 2013.

XV. Adjournment: The meeting was adjourned at 8:58p.m.

