



PLEASE BRING YOUR CALENDARS

Keep Hayward Clean and Green Task Force
Hayward City Hall, Room 2A

7:00 PM
January 22, 2015

Regular Meeting 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)
- V. Approval of the Summary Notes from November 20, 2014 (7:10pm)
- VI. Financial Report (7:15pm)
- VII. Business Planning – Ad Hoc Teams, Moving Forward (Bowers) (7:20pm)
- VIII. Community / Clean Up Events (7:40pm)
 - a. On-line Registration Process (Kamai)
 - b. November 22, 2014 East Avenue Neighborhood/Mission-Foothills & Upper B Street (Gayle)
 - c. January 24, 2015 Huntwood/Tennyson Area Meet at Leidig Ct, Adjacent to the UPRR Tracks n/o Tennyson Rd. (Horner / Miller)
 - d. February, 28, 2015 South Garden Area Meet at Longwood Elementary School (Bowers / Foley-Scott)
 - e. CSUEB Freshman Day of Service – March and April Events (Bowers)
- IX. Action Items & Issues (8:00pm)
 - a. Community Clean Up Schedule – Conflict with Hayward High (Bowers / Gayle)
 - b. Funding for Water Bill Inserts – Suggestion to Make Available for Handouts (Bowers)
 - c. iPad Discussion (Bristow)
- X. Staff & Task Force Member Status Reports/Updates (8:30pm)
- XI. Review Future Agenda/Action Items (8:55pm)

- a. Finance Committee Purpose/Role
- b. KHCG Task Force Safety
- c. Chair/Vice-Chair/Second Vice-Chair Discussion/Nomination/Elections (January 2015 (See 2/28/13 motion to hold nominations/elections every two years in January starting 2014/see April 2014 Summary Notes – nominations/elections postponed)
- d. City Attorney regarding term limits for KHCG TF members

XII. Next Meeting February 26, 2015

XIII. 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
November 20, 2014

- I. **Call to Order:** Meeting called to order at 7:00 p.m. by Chair Blytha Bowers
- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Task Force Member Chuck Horner
- III. **Roll Call:**

City Council & Staff: Barbara Halliday, Mayor; Matt McGrath, Director of Maintenance Services; Stacey Bristow, Deputy Director of Development Services

Task Force Members Present: Florine Banks; Blytha Bowers; Radonna Foley-Scott; Arti Garg; Suzanne Gayle; Chuck Horner; Austin Intal; Rich LaPlante; Robert Miller; Natasha Neves; Laura Oliva; Tony Perini; Veronica Sandoval; Moses Sullivan;

Task Force Members Absent: Lynne Clifton; Maria Nasjleti; Tawana Smith; Kathy Super; Lauren Vance; Wandra Williams

Youth Commission Liaison: Gerardo Barcenas

Guests (Visitor Sign-In):
- IV. **Public Comments:** Youth Commissioner Gerardo Barcenas announced that Hayward Youth Commissioners plan to participate at the January clean-up event and would like to be assigned to the South Garden Neighborhood.
- V. **Approval of the Summary Notes from October 23, 2014:** It was **motioned/seconded** (Banks/Foley-Scott) and passed by majority vote to approve the October 23, 2014 meeting notes. (14:0:0:6 absent)
- VI. **Financial Report:** The financial report was reviewed. No new information reported.
- VII. **Clean Up's, Upcoming Events and Projects:**
 - a. October 25, 2014 Whitman/Mocine Neighborhood / Post-event Report – Successful over 300 participants despite rainy conditions. Though there were students from Tennyson High School, most participants were from CSUEB as part of Make a Difference Day. Students also helped with a tree planting project at Tennyson High School.
 - b. November 22, 2014 East Avenue Neighborhood/Mission-Foothills & Upper B Street / Pre-event Report – Task Force Member Suzanne Gayle reported that Snappie's Café has offered to donate coffee for the event and that about six different teams and clubs from Hayward High will participate. She expects about 50 plus pre-registered participants and noted she is concerned with weather and parking. Logistics and administrative procedures were discussed.
- VIII. **Action Items, Issues, and Updates:**
 - a. 2015 Task Force Member Clean Up Assignments – At this time, Chair Bowers noted that the Special Landscape Beautification Project for 2015 coincides with Make a Difference Day and suggested moving it to September or another month. After discussion it was

motioned/seconded and passed unanimously to move the Special Landscape Project from October to September and to move the location previously approved for September to October. (14:0:0:6 absent)

TF members volunteered for cleanup event assignments through 2015.

- b. Business Planning Phase II - Review Matrix – TF members reviewed the matrix, which is a compilation of task force member input on Key Priorities for 2015. After discussion task force members identified three ad hoc committees; Policy (Arti, Moses, Veronica, Rich, Wandra); Environmental Education (Tony, Suzanne, Laura, Natasha); and Outreach and Marketing (Austin, Lauren, Radonna, Florine, Tawana. TF Robert Miller volunteered to join the Adopt-a-Block ad hoc committee. Additional Business Planning will be on going.

IX. Staff & Task Force Member Status Reports/Updates: No new information.

X. Review Future Agenda/Action Items: No new information.

XI. Next Meeting: December 4, 2014

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

FY2015 Financial Report As of January 1, 2015

KHCG expenditures

Date	Individual/Organization	Items	Expenses	Credits	Budget Balance
7/1/2014	Credit: Budget Allocation	N/A		\$10,000.00	\$10,000.00
	Administrative Support		\$5,000.00		\$5,000.00
	Suzanne Gayle	Reimbursement - Science in the Park Project Supplies	\$163.13		\$4,836.87
	Stop Urban Blight	Graffiti Masters Event Sponsorship	\$250.00		\$4,586.87
		Total Credits:		\$10,000.00	
		Total Expenses:	\$5,413.13		
		Total Remaining in Budget:			\$4,586.87

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

Allocations Made for Specific Projects Fiscal Year 2015

Date	Individual/Organization	Amount	Comments

Remaining Budget	\$4,586.87
Allocations	\$ -
Balance	\$4,586.87