

**PLEASE BRING YOUR CALENDARS**

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

**7:00 PM  
September 24, 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 August 25, 2015 (7:10pm)

VI. Presentations (7:10pm)

- a. Introduction of New Members
- b. Hayward Sustainability Outreach Plan (Mary Thomas - Public Works Utilities & Environmental Services)
- c. Presentation of Draft Bylaws (Deputy Director of Development Services, Stacey Bristow)

VII. Financial Report (7:40pm)

- a. Discretionary Expense under \$500

VIII. Action Items (7:45pm)

- a. Proposed Meeting and Clean-Up Schedule for 2016
  - Staff Report
- b. Proposed Clean-Up Locations for 2016
  - Staff Report

IV. Community / Clean Ups and Upcoming Events (8:10pm)

- a. Upcoming Beautification Event (Hesperian Blvd.) September 26, 2015 (Bowers)
- b. Science in the Park (Gayle)

- V. Announcements/Updates (8:30pm)
  - a. Chair Report
  - b. Staff Report/Updates
    - 1. Annual Garage Sale 8/8/15 Wrap-Up
  - c. Roundtable
  
- VI. Review Future Agenda/Action Items (8:55pm)
  - a. KHCG Task Force Safety (October)
  
- VII. Next Meeting October 22, 2015
  
- VIII. 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  
August 20, 2015

**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 Task Force Member R. Laplante.

**III. Roll Call:**

City Council & Staff: Mayor Barbara Halliday, City Council Liaison Todd Rullman, Director of Maintenance Services; Stacey Bristow, Deputy Director of Development Services;

Task Force Members Present: Florine Banks; Blytha Bowers; Lynne Clifton; Radonna Foley-Scott; Arti Garg; Suzanne Gayle; Chuck Horner; Rich LaPlante; Robert Miller; Natasha Neves; Kathy Super; Tawana Smith;

Youth Commission Liaison: None

Guests (Visitor Sign-In): Mary Thomas, Administrative Analyst, Public Works – Utilities and Environmental Services.

**IV. Public Comments:** Mary Thomas, Administrative Analyst, Public Works – Utilities and Environmental Services announced that there would be a compost give away on Saturday September 19<sup>th</sup> at the Animal Shelter on Barnes Court. All Hayward residents with valid proof of address will be eligible for two free bags of compost from the City. A second announcement was also made regarding the new Sustainability website set to launch in the New Year. She asked the Task Force to please send her pictures and quotes that could be used on the site.

Task Force Member R. Miller thanked Director of Maintenance Services, Todd Rullman for his group's efforts in the abatement of graffiti from the sound walls on Hesperian and West as well as Meek and Grand.

Vice Chair L. Clifton gave an Adopt-a-Block program update. The program is nearly at 50 participating groups; she would all the Task Force Members to think of areas within the City that can be suggested to potential adopters.

**V. Approval of the Summary Notes from June 25, 2015:**

It was motioned/seconded (Banks/Miller) and passed by majority vote to approve the June 25, 2015 meeting notes. (12:0:1 abstain: 0 absent)

**VI. Illegal Dumping Ordinance Presentation**

Director of Maintenance Services, Todd Rullman gave the group a presentation on the City of Hayward's Illegal Dumping Ordinance. Follow-up information will be provided to the Task Force at a later time.

- What was the percentage of SFH using bulky item pick-ups before the new Waste Management contract,
- Hidden Camera information.

**VII. Financial Report:** Chair Bowers went over the financial report so far for FY 16.

1. Discretionary Item was used to cover the expense for the advertising for the City Wide Garage Sale due to the cancellation of the July meeting. The Task Force also voted to not order additional cloth gloves at this time because of a surplus they already have.
2. The Zero Graffiti Membership was discussed, Deputy Director of Development Services, Stacey Bristow informed the Task Force that the City of Hayward was already a member of the group and because of this the Task Force would not need to pay for an additional membership at this time. Any employee from any department within the City would be able to take advantage of any discounts offered by the group.
3. Chair Bowers asked the group if they would like to move the discussion about the pre-clean-up mailers up to the Financial Report. After discussion the Task Force voted to approve funds to do a 6 month trial period beginning in January 2016 to see if the Pre-Clean-Up mailers attract more participation from the residents living in the clean-up neighborhood. Motioned/Seconded (Garg/Banks) (12-0-1 abstain: 0 absent). It was also agreed that the hard copy registration form needed to be amended to include a section asking participants where they heard about the clean-up.
4. Task Force Member C. Horner spoke about the Graffiti Masters Event, he asked if any other Task Force Members would like to attend with him, Task Force Member R. Miller said that he would be willing to.

#### **VIII. Action Items:**

- a. **Pre-Clean-up Mailers** moved up and discussed during the Financial Report. Task Force voted and approved a trail run starting in January 2016 running through June 2016 (12-0-1 abstain: 0 absent)
- b. **September 26, 2015 Hesperian/92 Beautification Project vs. Reschedule Canceled Gading Clean-Up**

The Task Force voted to keep the Beautification Project on the schedule as planned. Motioned/Seconded(Clifton/Banks) (12-0-1 abstain 0 absent)

#### **IV. Community / Clean Ups and Upcoming Events :**

- a. **June 27, 2015 East Palma Ceia Area Meet at Folsom Avenue at Ruus Park (Post-Event Report Garg/Sandoval) Post Clean-Up Report:** Clean-Up went well nothing to report.
- b. **August 22, 2015 Mission Blvd. Area Meet at Moreau High School 27170 Mission Blvd. (Post-Event Report Vance/Williams):** This Clean-Up had the second largest amount of shopping carts collected during a clean-up (39). 43 non-staff volunteers, 176 total items were collected.
- c. **Downtown Street Parties June 18, July 16, August 20 (Bowers – Post event):** Party went relatively well. There seemed to be a drop in overall attendance from years past. Task Force Member T. Smith mentioned that the Keep Hayward Clean and Green booth could use more pizzazz. The Task Force agreed that next year they would give out Waste Management Dump coupons during the street party to boost adult participation at the booth. Task Force Member C. Horner asked that there be check lists created and kept at the shed so that any Task Force member will know exactly what they need to pick up and return prior to and after all events.

#### **IX. Ad Hoc Team Reports/Updates**

##### **a. Environmental Education:**

TF Member S. Gayle asked about the status of the High School Challenge letters. Deputy Director of Development Services, Stacey Bristow asked that the group slow down on the High School Challenge until the Task Force can come up with a more effective plan to get the High Schools to engage in the challenge. However, they are still encouraged to reach out to the High schools and ask them to engage in their local clean-up.

##### **b. Outreach and Marketing**

No new updates.

##### **d. Clean and Green Policy**

Task Force Member Garg will be attending the next Sustainability Committee with Deputy Director Of Development Services to learn more about their group and any upcoming projects.

**X. Announcements/Updates**

**a. Chair Report**

September 15, 2015 at the City Council Meeting the new Task Force Members (11) will be sworn in as well as Task Force Member LaPlante certificate presentation. Chair Bowers asked that all of the Task Force Members attend to show their support.

**b. Staff Report/Updates**

The Edison Collection boxes will be going to Council in the upcoming months. An ordinance on fences on empty properties will also be going to Council soon 9/22 tentatively.

**c. Annual Garage Sale 8/8/15**

160 registered sales for this sale compared to 143 last year.

**e. Roundtable**

TF Member Banks asked if Task Force Member Super will still be attending the meetings and clean-ups. Task Force Member Super asked if she is still a member of the Task Force because she has not received any recent communication from the Task Force or City. Task Force Banks also mentioned that the Hayward Community Gardens Adopt-a-Block was robbed and lost all of their items including a shed.

TF Member LaPlante said goodbye to the Task Force as this will be his last meeting and thanked everyone for their support. He also reminded the group that they should let the new members coming in voice their opinions and ideas so that the Task Force continues to grow and change with how the City is growing and changing.

Mayor Halliday thanked Rich and the Task Force for their efforts.

XIII. Adjournment at 9:30pm

# CITY OF HAYWARD

## KEEP HAYWARD CLEAN AND GREEN TASKFORCE

### BYLAWS

#### ARTICLE I PURPOSE

SECTION 100. The purpose of the Keep Hayward Clean and Green Task Force is to assist City Staff in their efforts to address issues that impact community appearance by:

- A. Provide advice and assistance to the Hayward City Council Suggesting, influencing, and promoting City Ordinances and processes that support a clean and green environment;
- B. Support community improvement goals, and to help solve community appearance;
- C. Utilize education and outreach to ensure individuals, volunteer groups, businesses, and municipal resources are involved and participate in keeping the City clean and green;
- D. Create and sustain programs which will preserve the environment and enhance the visual appearance of the City of Hayward through the joint efforts of individuals, volunteer groups, businesses, and municipal resources;
- E. Improve the quality of life in the many diverse neighborhoods in the City through various clean-up activities and efforts.

#### ARTICLE II DUTIES, ROLES, AND RESPONSIBILITIES OF THE TASK FORCE

SECTION 200. The duty of the Task Force is to implement throughout the City of Hayward the public policy stated herein. To this end the Task Force shall, among other things:

1. Help City staff gain a broader understanding of public perspectives and the values and priorities of the Hayward community in regards to the appearance of the City.
2. Make recommendations to the City of Hayward as to the most effective means of allocating available resources for community appearance.
3. Review and study problems and applicable needs of the community and develop effective support needed to secure additional resources either through private channels or through the City or other instrumentalities of government in support of a clean and green community.
4. Conduct 10 community resource and clean-up events a year in order to educate residents on how to keep clean and green by:
  - a. Accessing City ran programs for rebates, assistance, and incentives.
  - b. Neighborhood Partnership collaboration.
  - c. Utilization of Access Hayward and other blight and graffiti reporting techniques.
5. Prepare and submit priority recommendations to City Council.
6. Make and issue reports respecting its studies, research, investigations and other activities, and make information available to other commissions and staff as required.
7. Collect data from Monthly Clean-Ups using a measurement (i.e. cubic yards) which is consistent with City standards and turn data into City Staff for processing no later than the Friday following the Monthly Clean-Up.

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ARTICLE III  
MEMBERSHIP

SECTION 300. The membership of the Task Force shall consist of twenty (20) members as appointed by the City Council.

SECTION 301. As in accordance with City Charter Section 900, in order to be eligible for appointment to the Task Force a person shall be a qualified elector of the incorporated area of the City of Hayward.

SECTION 302. Task Force members shall serve in accordance with Article III, but not in the event of any vacancy by reason of resignation, the Chairperson shall immediately notify the appointing authority to make a reappointment in accordance with the aforementioned policy to fill vacancy.

SECTION 303. As in accordance with City Charter Section 905, members shall serve without compensation, but may receive reimbursement for necessary traveling and other expenses incurred on official duty when such expenditures have received authorization by the Task Force and the overarching budget for such , annually approved by Council.

SECTION 304. Before members can participate as voting members of their respective bodies, they must take the Oath of Office as required by law. The City Clerk or her designee administers the Oath of Office to appointed members.

ARTICLE IV  
TERM

SECTION 400. The Charter of the City of Hayward does not apply to the term of office for members of the Keep Hayward Clean and Green Task Force because the Task Force is not a board, commission, or committee as contemplated by the Charter.

SECTION 401. Members shall be required to attend no less than seventy-five percent of all regular activities, including meetings and clean-ups, held by the Task Force.

SECTION 402. The mention of “regular activities” in City Resolution 87-323 C. S. shall include “Monthly Clean-Up Events and regular meetings” for KHCG Task Force members.

1. Members of boards or commissions shall be required to attend not less than 75% of all regular meetings held;
2. In compliance with the City Charter, failure by a member to attend three consecutive regular meetings of a board or commission will be cause for Council declaring the members position vacant;
3. ;
4. Attendance records will be reviewed by the City Council in June of each year based on the previous 12-month period (June 1 through May 31), except for appointments effective July 1st or thereafter;
5. The City Council will remove or not reappoint any Task Force member who has failed to attend at least 75% of all regular meetings held during the 12-month period noted in paragraph (4) above, unless, upon the appeal of a Task Force member that is filed within seven (7) days of

notification that such attendance requirement has not been met, the City Council determines that a lesser attendance record is the result of unusual and excusable circumstances.

6. Examples of unusual and excusable circumstances that may, but need not, result in retention of a board or commission member include a comparatively infrequent meeting schedule of the board or commission upon which the member serves over the 12-month period; absences that result from the member's attendance at other City-sponsored or City-endorsed functions that conflict with a board or commission meeting time; and the illness or injury of a family member that required the absence of the board or commission member from the City. In all cases in which the City Council considers the appeal of a board or commission member under this paragraph, the Council shall take into account the attendance of the board and commission member for the entire period that the member has served on City boards and commissions and the likelihood that the member's current year attendance will meet the 75% attendance standard in the future.

## ARTICLE V ATTENDANCE

### SECTION 500. KHCG Attendance Policy Process:

1. Attendance records will be maintained by KHCG Task Force City Staff.
2. Members requesting to be excused from Task Force Meetings or Monthly Clean-Up Events must notify the Task Force Chair AND Task Force City Staff prior to the meeting or event.
3. Attendance standards imply members will be on time for all activities including but not limited to: meetings (currently 7PM) and clean-up events (currently 8AM).
4. The Task Force Staff will excuse members based on the "unusual and excusable circumstances" noted in City Resolution 87-323 C. S.
5. Task Force attendance will be reviewed every four months of the fiscal year; October 30th, February 29th (28th), June 30th. (See example, Attachment 1)
6. Members below 75% attendance (regular meetings and Monthly Clean-Up Events combined) or members that have missed two or three consecutive meetings will be sent a letter from the City Clerk's Office reaffirming the attendance policy.
7. Failure to maintain attendance standards by the next review will result the member's position being declared vacant by the City Council.

## ARTICLE VI OFFICERS – ELECTIONS & TERMS

SECTION 600. The officers of the Keep Hayward Clean and Green Task Force shall be a Chairperson and Two (2) Vice-Chairpersons.

SECTION 601. All elected officers shall serve a term of two (2) years beginning January 1 and continuing until their successors have been elected. Officers are eligible to succeed themselves only for one additional term of office, totaling four years.

SECTION 602. Officers shall be nominated by a nominating ad-hoc committee selected by the Chairperson. Additional nominations will be permitted from the floor after the nominating ad-hoc committee has reported.

ARTICLE VII  
DUTIES OF OFFICERS

SECTION 700. The Chairperson shall preside at all meetings of the Task Force and is eligible to vote on all matters coming before the Task Force. The Chairperson shall appoint all ad-hoc committees and clean-up staff. The Chairperson shall have the responsibility of conducting all meetings in an orderly manner. It is also the responsibility of the Chairperson to turn all clean-up data into City Staff no later than the Friday following the clean-up.

SECTION 701. The first Vice-Chairperson shall preside over the Adopt-a-Block program and, with approval from the Chair, appoint all Adopt-a-Block coordinators. The first Vice-Chairperson shall work with City staff to maintain the program and gather data to provide quarterly program updates to the Task Force. The first Vice-Chairperson also shall perform all the duties and assume all the responsibilities of the Chairperson if absent. Additional duties, activities, and events may be assigned by the Chair.

SECTION 702. The second Vice-Chairperson shall preside over the ad-hoc committees and handle all correspondence between the ad-hoc committees and City staff. The second Vice-Chairperson will provide additional clerical support to the Chairperson including helping to process clean-up data and turning it into City staff. In the case that both the Chairperson and first Vice-Chairperson are absent; the second Vice Chairperson shall perform all the duties and assume all the responsibilities of the Chairperson. Additional duties, activities, and events may be assigned by the Chair.

ARTICLE VIII  
STAFF LIAISON AND STAFF SUPPORT

SECTION 800. The Deputy Director of Development Services shall serve as a staff liaison to the Task Force along with the Director of Maintenance Services or their respective designees.

SECTION 801. Staff support is available to boards and commissions via staff members assigned as liaisons to each appointed body. The staff liaison is responsible for:

1. Creating meeting schedules
2. Preparing meeting agendas and reports
3. Notifying the City Clerk of attendance problems, resignations, and member's change of contact information.
4. Updating bylaws by working with members and City Attorney and sending the original to the City Clerk after formal adoption by board or commission.

SECTION 802. Staff will advise the Task Force of all matters and provide administrative support and other functions as required.

SECTION 803. All documents will be distributed through City staff to ensure that all members have the same information. In the event that a Task Force member wants to share information with other Task Force members, the information shall be given to the staff liaison for timely distribution to the entire Task Force.

## ARTICLE IX THE BROWN ACT

SECTION 900. The Brown Act or “Open Meeting Law” is officially known as the Ralph M. Brown Act and is found in the California Government Code § 54950 et seq. The Brown Act was enacted in 1953 to guarantee the public’s right to attend and participate in meetings of local legislative bodies. A legislative body is defined as “A commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory, created by charter, ordinance, resolution, or formal action of a legislative body.” (Government Code § 54950 (b))

SECTION 901. All meetings must be properly noticed under the Brown Act. Meetings include retreats, workshops, and similar types of events. A meeting can be in person, via telephone, or email.

SECTION 902. According to the Brown Act, the agenda for a regular meeting must be posted in “a location that is freely accessible to members of the public” at least 72 hours before the meeting. Any meeting not on the regular meeting schedule is a special meeting. Notice of a special meeting must be posted at least 24 hours prior to a meeting. Agendas are posted on the bulletin board in front of City Hall, on the bulletin board in the Office of the City Clerk, and on the City’s website.

SECTION 903. Meetings that are not noticed are considered serial meetings, which are illegal. “A majority of the members of a legislative body shall not, outside a meeting authorized by the Act, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body.” (Government Code § 54952.2 (b))

SECTION 904. A type of unintentional serial meeting could result from improper use of email. To avoid this, members of legislative bodies should never use the “reply to all” function to an email that may be addressed to a quorum of the legislative body.

SECTION 905. Attendance at a public conference is permissible as long as a quorum of the body do not discuss among themselves specific business that is within the subject matter of the jurisdiction. Purely social events are not considered meetings as long as the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the local agency (Government Code § 54952.2 (c) (5))

SECTION 906. Government Code 54954 requires that each legislative body of a local agency, except for advisory committees or standing committees, provide the time and place for holding regular meetings.

SECTION 907. Government Code 54953 allows meetings to be conducted by teleconferencing under procedures including the requirement that each location be identified in the agenda and made accessible to City’s Appointed Officials Handbook 2015 Page 17 the public that all votes must be by roll call, and public comment may be made at any of the noticed locations.

SECTION 908. Government Code 54954.3 requires that public comment for regular meetings be allowed on any item of interest to the public that is within the subject matter jurisdiction of the city. At special meetings the public comments can be restricted to the subject matter to be considered at the special meeting.

SECTION 909. When a meeting is canceled a notice of cancellation shall be posted at all the locations where the notice and the agenda are regularly posted. Interested members of the public shall be noticed as soon as possible.

DRAFT





**DATE:** September 24, 2015

**TO:** Keep Hayward Clean and Green

**FROM:** Deputy Director of Development Services

**SUBJECT: Keep Hayward Clean and Green Proposed Schedule of Meetings and Clean-Ups for 2016.**

Attached to this memo are two calendars with proposed schedules for 2016 Meetings and Clean-Ups for the Keep Hayward Clean and Green Task Force.

The first calendar is in line with the Keep Hayward Clean & Green Task Force's past practices.

The second calendar makes the following adjustments:

1. Monthly meetings are held during the week of the clean-up not afterwards. This is to cut down on any last minute confusion before clean-ups and also gives clean-up coordinators a chance to meet with entire Task Force and City Staff in order to ask any questions or bring up any concerns having to do with clean-up.
2. At the direction of the Mayor it is suggested that during the month of May the Task Force hold a Special Adopt-a-Block Day Clean-up instead of taking the month off. Staff will propose to Council that the Adopt-a-Block Participants are honored on the following Tuesday, during a City Council Meeting, followed by a small reception in 2A.
3. Suspend all activity during the month of August to keep in line with the practices of Council and all other boards, commissions, and standing committees.



# KHCG Proposed Meetings & Clean-Ups Schedule Option 1 (2016)

**January**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**February**

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

**March**

S	M	T	W	T	F	S
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20	21	22	23	24	25	26
27	28	29	30	31		

**April**

S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

**May**

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**June**

S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**July**

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**August**

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**September**

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18	19	20	21	22	23	24
25	26	27	28	29	30	

**October**

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**November**

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**December**

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Jan 23	Clean-Up #1	May 26	Meeting #5	Sep 22	Meeting #9
Jan 28	Meeting #1	Jun 16	Street Party #1	Sep 24	Clean-Up #8
Feb 25	Meeting #2	Jun 23	Meeting #6	Oct 22	Clean-Up #9
Feb 27	Clean-Up #2	Jun 25	Clean-Up #5	Oct 27	Meeting #10
Mar 24	Meeting #3	Jul 21	Street Party #2	Nov 17	Meeting #11
Mar 26	Clean-Up #3	Jul 23	Clean-Up #6	Nov 19	Clean-Up #10
Apr 23	Clean-Up #4	Jul 28	Meeting #7	Dec 1	No Meetings or Clean-Ups the Month of December
Apr 28	Meeting #4	Aug 18	Street Party #3		
May 1	No Clean-Up the Month of May	Aug 25	Meeting #8		
May 14	City Wide Clean-Up	Aug 27	Clean-Up #7		



# KHCG Proposed Meetings & Clean-Ups Schedule Option 2 (2016)

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6			1	2	3	4	5
3	4	5	6	7	8	9	7	8	9	10	11	12	13	6	7	8	9	10	11	12
10	11	12	13	14	15	16	14	15	16	17	18	19	20	13	14	15	16	17	18	19
17	18	19	20	21	22	23	21	22	23	24	25	26	27	20	21	22	23	24	25	26
24	25	26	27	28	29	30	28	29						27	28	29	30	31		
31																				

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30		

July							August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6					1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	
31																				

October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1												1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			

Jan 21	Meeting #1	May 28	Adopt-a-Block Day	Sep 22	Meeting #8
Jan 23	Clean-Up #1	Jun 16	Street Party #1	Sep 24	Clean-Up #7
Feb 25	Meeting #2	Jun 23	Meeting #6	Oct 20	Meeting #9
Feb 27	Clean-Up #2	Jun 25	Clean-Up #5	Oct 22	Clean-Up #8
Mar 24	Meeting #3	Jul 21	Street Party #2	Nov 17	Meeting #10
Mar 26	Clean-Up #3	Jul 23	Clean-Up #6	Nov 19	Clean-Up #9
Apr 21	Meeting #4	Jul 28	Meeting #7	Dec 1	No Meetings or Clean-Ups the Month of December
Apr 23	Clean-Up #4	Aug 1	No Meetings or Clean-Ups the Month of August		
May 14	City Wide Clean-Up	Aug 18	Street Party #3		
May 26	Meeting #5				

**DATE:** September 24, 2015

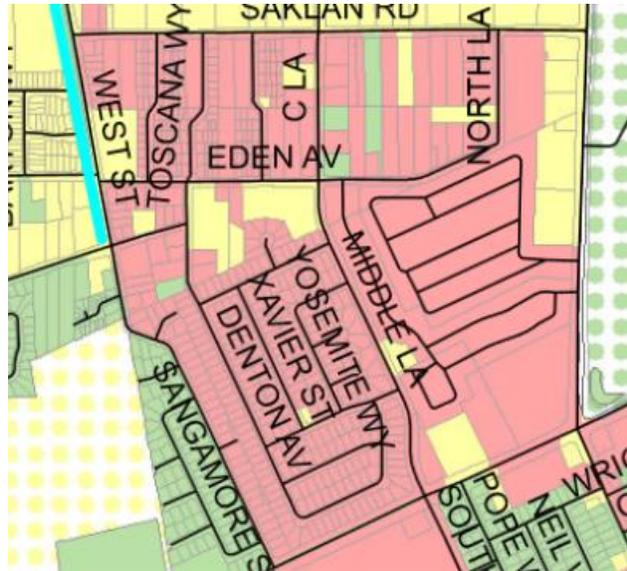
**TO:** Keep Hayward Clean and Green

**FROM:** Deputy Director of Development Services

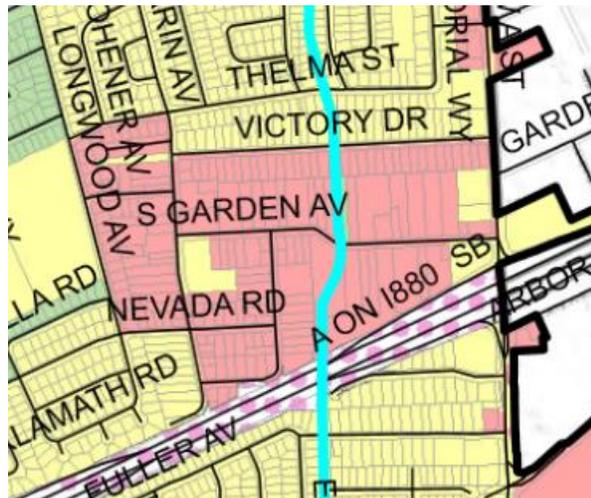
**SUBJECT:** **Keep Hayward Clean and Green Proposed Clean-Up Locations**

The following locations have been suggested Clean-Up sites by City Staff. These areas were selected based on the Storm water Pollution Data compiled by Public Works, Utilities and Environmental Services.

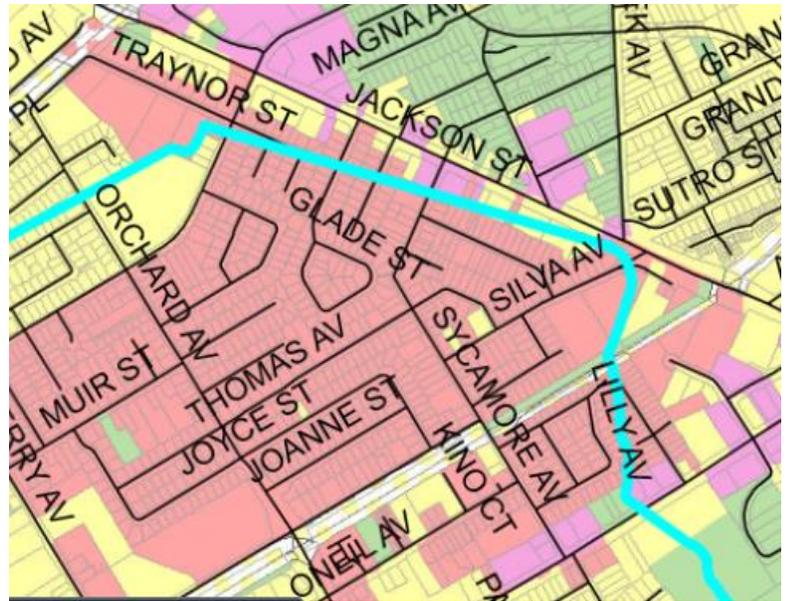
**1. Middle Lane Area**



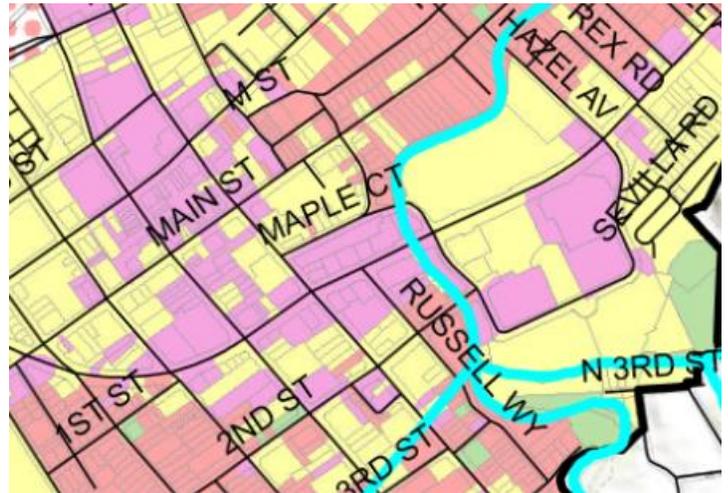
**2. South Garden Area**



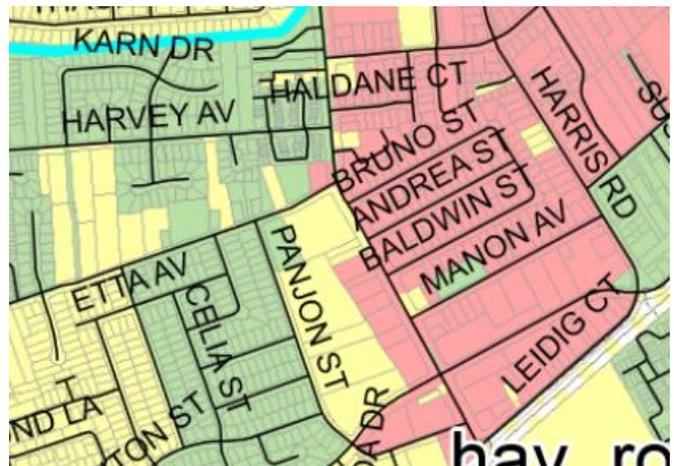
3. Orchard Avenue Area



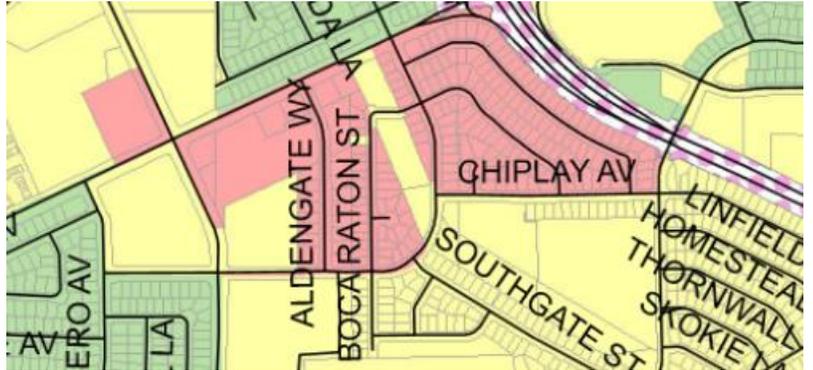
4. Main Street Area



5. Leidig Ct Area



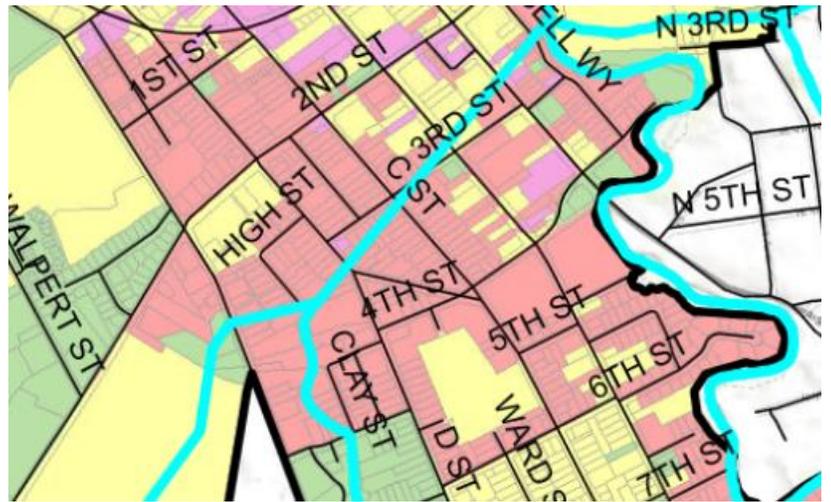
6. Chiplay Avenue Area



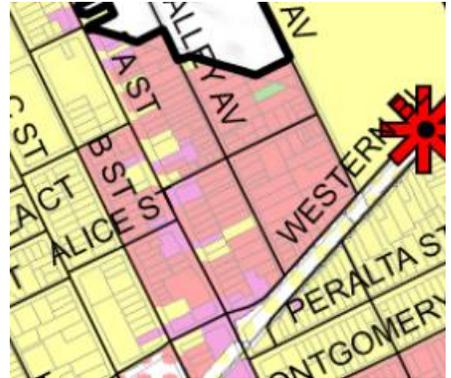
7. Shepard Avenue Area



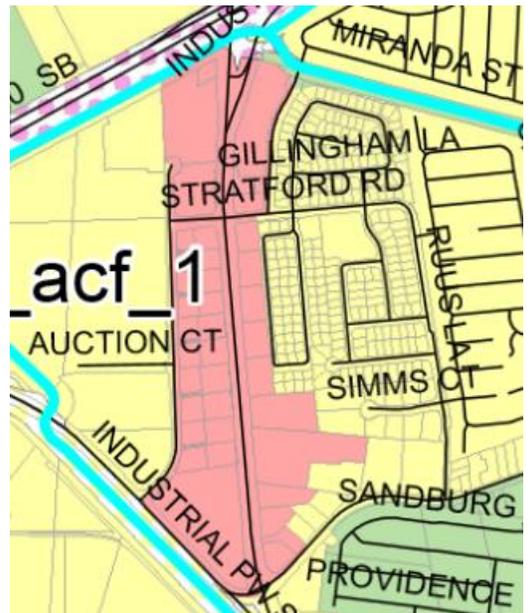
8. C Street Area



9. A Street Area (Mission to Meekland)



10. Industrial Blvd. (880 to Ruus Rd)



11. Southland Mall/ La Playa Area

