

**PLEASE BRING YOUR CALENDARS**

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

**7:00 PM**  
**November 09, 2015**

**Special 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).*
- V. Presentations (7:10pm)
  - a. Brown Act
- VI. Approval of Summary Notes from October 22, 2015 Meeting (7:25pm)
- VII. Financial Report (7:30pm)
  - a. Discretionary Expenses (under \$500)
  - b. 2016 Marketing Mailers Cost
- VIII. Action Items (7:35pm)
  - a. Clean-Up Staffing Assignments:
    - i. Clean-Up Sites & Schedules
- IX. Community / Clean Ups and Upcoming events (7:45pm)
  - a. Make a Difference Day (MADD) post event report (Chair Bowers)
  - b. November 21, 2015 Clean-Up (Hayward Area Recreation & Park District 1099 E Street)
- X. Ad-Hoc Meeting Update (8:05pm)
  - a. Marketing and Outreach (Vance/Bristow)

- XI. Announcements / Updates (8:30pm)
  - a. Chair Report
  - b. Staff Report/Updates
    - i. Clerical Staff Duties (Staff Liaison Bristow)
  - c. Roundtable
- XII. Review Future Agenda / Action Items (8:55pm)
- XIII. Adjournment (9:00pm)

**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  
October 22, 2015

**I. Call to Order:** Meeting called to order at 7:12 p.m. by Chair Blytha Bowers

**II. Pledge of Allegiance:** The Pledge of Allegiance was led by Task Force Member D. Turner

**III. Roll Call:**

City Council & Staff: Todd Rullman Director of Maintenance Services; Eusebio Espitia, Code Enforcement Supervisor; Brianne Elizarrey, Administrative Clerk

Task Force Members Present: Alegra Angelo, Florine Banks, Blytha Bowers, Lynne Clifton, Arti Garg, Suzanne Gayle, Chuck Horner, Natasha Neves, Tim Romano-Pugh, Megha Salpekar, Tawana Smith, Laurie Tafoya, Qwight Turner, Lauren Vance, Wandra Williams

Task Force Members Absent: Zuhail Bahaduri, Lynne Clifton, Radonna Foley-Smith, Natasha Neves, Veronica Sandoval

Youth Commission Liaison: Gerardo Barcenas

Guests (Visitor Sign-In): Robert Miller, Former KHCG Taskforce Member

**IV. Public Comments:**

- Chair Bowers showed everyone a certificate of appreciation that Task Force Member Horner had received from the California Peace Officer Association meeting.
- Task Force Member Horner spoke about the California Peace Officer Association meeting. It was held in Long Beach California and 4 of our Hayward Police officers attended including Officer Mary Fabian. Task Force Member Horner said that he would like the Task Force and City to continue to be at the forefront of graffiti abatement.
- Task Force Member Horner went on the record about wanting the City of Hayward to stop being so lenient with groups who post flyers, billboards, and posters throughout the City. He mentioned that Victory Outreach Church is a repeat offender and he would like to see stiffer fines imposed.
- Task Force Member Clifton spoke about her recent trip to Spain and the huge graffiti problem that they have there.

**V. Approval of the Summary Notes from September 24, 2015:**

- Task Force Member Horner made amendments to the Summary Notes:

IV should be IX and it should be noted there that there will be no Science in the park for 2015.

- It was motioned/seconded (Banks/Gayle) and passed by majority vote to approve the September 24, 2015 meeting notes. (16:0:0 abstain: 9 absent)

**VI. Financial Report:** Task Force Member Garg asked about the potential cost of the mailers that the Task Force plans to send out in 2016. Staff will have to come back with the estimated cost at the next meeting.

## **VII. Action Items:**

- a. Allocation of \$3000 of Task Force Budget to Maintenance Services for landscaping activities on Make a Difference Day.**  
Motioned/Seconded (Banks/Gayle) and passed by a majority vote to approve the allocation of \$3000 from the Task Force budget to the Maintenance Services budget. (15:0:1 abstain: Smith, 9 absent)
  - Vice Chair Clifton would like to have all future beautification projects promoted as joint projects or in partnership with the City.
  - Task Force member Horner suggested perhaps having a union shop foreman participate in beautification events – or that the event is promoted on the City website as a joint venture.
- b. Allocation of \$1500 from Task Force budget for Team Building/Orientation event:**  
Motioned/Seconded (Banks/Williams) and passed by a majority vote to take Action item “b” off of the Agenda (16:0:0 abstain, 9 absent)
- c. Proposed Clean-up Sites for 2016:**
  - Motioned/Seconded (Vance/Garg) to change the June 25<sup>th</sup> clean-up location from Leidig Ct at Tennyson Rd to Shiloh Baptist Church. Passed by a majority vote (15:0:1 abstain: Neves, 9 absent).
  - Motioned/Seconded (Vance/Neves) to change the August 27<sup>th</sup> clean-up location from Moreau High School to Bowman Elementary School. Passed by a majority vote (16:0:0 abstain, 9 absent).
  - Motioned/Seconded (Gayle/Vance) to adopt the proposed Clean-up sites, with the two site amendments. Passed by a majority vote (16:0:0 abstain, 9 absent).
- d. Proposed Clean-up Schedule for 2016:**
  - Motioned/Seconded (Gayle/Vance) and passed by a majority vote (16:0:0 abstain, 9 absent)

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

- a. Make a Difference Day (MADD) October 24, 2015 (Chair Bowers):**
  - Chair Bowers went over the logistics of the event.
  - There will be two separate scheduled events: Landscaping (50-80 feet of fence painting and mulching) or regular clean-up activities.
  - Chair Bowers discussed assignments for the MADD event and took volunteers for assignments.
  - There will not be double community service hours given to student participants at this event.
- b. November Clean-Up (Hayward Area Recreation & Park District 1099 E Street) November 21, 2015:**
  - Chair Bowers went over the logistics for the H.A.R.D clean-up.
  - This will be the first time that the Task Force has ever used this location as a clean-up site.

## **IX. Announcements/Updates**

- a. Chair Report**
  - Chair Bowers gave the Task Force the three main areas of focus for the Task Force:
    1. Monthly Clean-Up Events
    2. Adopt-a-Block Program
    3. Annual City Wide Clean-Up
- b. Staff Report**
  - Eusebio Espitia introduced himself to the Task Force as the Code enforcement Supervisor, letting the group know that he would attend Task Force meetings on Stacey’s behalf if she could not make the meeting.
  - Todd Rullman introduced himself to the Task Force as the Director of Maintenance Services. He also reiterated that the Hesperian site for the MADD event had already been prepped by his staff and was ready for the volunteers to complete on Saturday.

## **X. Roundtable:**

- Task Force Member Garg asked if the Ad-hoc teams would still be meeting in the future since there was no mention of them in the Quarterly Mayor update. Chair Bowers responded that for the time being the Sustainability Ad-hoc and the Marketing and Outreach Ad-hoc would be the only two moving forward until there would be a time to re-evaluate their purposes and feasibility.

- Task Force Member Garg gave an update on her meeting with the Council Sustainability Committee and reported that they would like to use the Keep Hayward Clean and Green Task Force as their “citizen’s voice”.
- Task Force Member Gayle said that one of her children had visited the Waste Water Plant for a recent field trip.
- Task Force Member Turner asked what Code Enforcement could do about damaged fences in areas that the Task Force has recently cleaned. Code Enforcement Supervisor Espitia stated that Code Enforcement has a standard policy of: Repair, Replace, and Remove. In the City of Hayward you there is only a requirement to have a fence if you have a swimming pool. If you have a fence it must be in good shape, otherwise you can choose to remove it.
- Task Force Member Banks asked Task Force Member Vance if she had made the decision to have the Marketing and Outreach Ad-hoc meeting for two hours before the November Task Force Meeting. Task Force Member Vance stated that she believed that it was Staff Liaison Bristow’s call. Staff stated that they had asked Task Force Member Vance prior to scheduling if they could conduct a two hour meeting. This was a miscommunication between the Chair of the Ad-hoc (Task Force Member Vance), Staff, and the members of the Ad-Hoc Committee. Chair Bowers said that she would relay the concerns of the committee to Staff Liaison Bristow.
- Task Force Member Romano-Pugh stated that he was looking forward to the orientation for new members. He also stated that he would not be able to attend the Saturday’s event.
- Task Force Member Tafoya stated that she too would not be able to make it to the Saturday event due to a work commitment.
- Task Force Member Smith had three things that she wanted to discuss:
  1. Creating an Ad-Hoc Committee or having a special meeting where only the clean-up locations would be discussed. The members who showed up would have a say; those who did not care where the clean-ups were held would just have to go with what was decided beforehand.
  2. At the clean-up events there needs to be more of an effort at the end of the day to help put things into the truck for delivery back to the shed. If you cannot make it to the first half of the clean-up please try and be there for the second so that the people who loaded and unloaded the truck in the morning do not have to do it again in the afternoon.
  3. Creating a mapping group. Create new maps for clean-ups and rotate the task so that everyone becomes clear with the mapping system.
- Task Force Member Horner had four things that he wanted to address with the group:
  1. Next time he is doing graffiti abatement and gang tag removal he would like Task Force Member Romano-Pugh to accompany him so that he can teach him what he knows about the abatement process.
  2. He thanked the Youth Commissioner for his dedication and loyalty to the Keep Hayward Clean and Green Task Force
  3. He also thanked Staff and Chair Bowers for their efforts with putting together the materials for the meeting
- Clerical Staff reminded the Task Force that quarterly attendance would be going into the City Clerk’s office soon and to please check the sheet after the meeting to ensure that your attendance record was correct. Staff also mentioned that the KHCG mailing list had been stagnant for a few months and asked that if the Task Force had any e-mailing lists that they would like to include to please forward them to her. Task Force member Tafoya mentioned that it may be a good idea to have a sign-up sheet at the clean-ups for people to add their emails if they would like to receive more information.

## **XI. Adjournment**

## CLEAN-UP/GRAFFITI REMOVAL SCHEDULE 2016

For additional information: [www.hayward-ca.gov/KHCG](http://www.hayward-ca.gov/KHCG)

<u>DATE OF EVENT</u>	<u>LOCATION FOR REGISTRATION</u>	<u>AREA OF FOCUS</u>
<u>January 24, 2016:</u>	<b>Leidig Ct, Adjacent to UPRR Tracks n/o Tennyson Rd.</b> <a href="#">(Map)</a>	Huntwood/Tennyson
<u>February 27, 2016:</u>	<b>Ruus Park, 1451 Folsom Ave</b> <a href="#">(Map)</a>	Huntwood/Tennyson
<u>March 26, 2016:</u>	<b>Longwood Elementary School, 850 Longwood Ave</b> <a href="#">(Map)</a>	South Garden
<u>April 23, 2016:</u>	<b>Burbank Elementary School, 222 Burbank St</b> <a href="#">(Map)</a>	Burbank/W. A St
<u>May 14, 2016:</u>	<b>City Wide Clean-Up Event: Weekes Park, 27182 Patrick Ave</b> <a href="#">(Map)</a>	<b>City-Wide</b>
<u>June 25, 2016:</u>	<b>Shiloh Baptist Church, 22582 S. Garden Ave</b> <a href="#">(Map)</a>	South Garden
<u>July 23, 2016:</u>	<b>H.A.R.D 1099 E St.</b> <a href="#">(Map)</a>	Upper Main/C St
<u>August 27, 2016:</u>	<b>Bowman Elementary School, 520 Jefferson St</b> <a href="#">(Map)</a>	Mission Blvd.
<u>September 24, 2016:</u>	<b>Special Landscape Beautification Project (TBD)</b>	<b>TBD</b>
<u>October 22, 2016:</u>	<b>Tennyson High School, 27035 Whitman St.</b> <a href="#">(Map)</a>	Whitman/Tennyson
<u>November 19, 2016:</u>	<b>Mt. Eden high School, 2300 Panama St.</b> <a href="#">(Map)</a>	South Hayward
<u>December 22, 2016:</u>	<b>NO ACTIVITIES SCHEDULED THE MONTH OF DECEMBER</b>	
<u>January 23, 2016:</u>	<b>Tennyson High School, 27035 Whitman St.</b> <a href="#">(Map)</a>	Whitman/Tennyson