



CITY OF  
**HAYWARD**  
HEART OF THE BAY

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**DATE:** January 8, 2008  
**TO:** Mayor and City Council  
**FROM:** City Clerk  
**SUBJECT:** Keep Hayward Clean and Green Task Force

**RECOMMENDATION**

That Council adopts the attached resolution accepting the resignations of nine KHCG Task Force members, confirms the requirement of filing conflict of interest statements, considers setting terms for this task force and confirms schedule for next recruitment.

**BACKGROUND**

The Keep Hayward Clean and Green Task Force (KHCG) consists of 30 members, including a representative of the Hayward Youth Commission. This task force was established by motion in November 2006. Upon completion of the recruitment process and confirmation of its members, the first meeting was held on February 22, 2007.

Due to the Conflict of Interest Code requirement that all members must file a Statement of Economic Interests, a number of members resigned before the first meeting. It was therefore necessary for an additional recruitment. In May, the KHCG Task Force instituted an attendance policy that counted committee meetings as regular meetings, thus requiring attendance for two meetings per month. Individual scheduling issues caused several members to miss three consecutive meetings, resulting in vacated seats. They were offered the option to resign and several responded. The representative from the Youth Commission is attending college and has also missed three consecutive meetings. Since its last recruitment in June, the following members have provided written and verbal resignations: Leticia Arteaga, Joaquin Chavez, Paul Frumkin III, Minane Jameson, Linda Ramsay, Laura Swan, Jennifer Swarr, Xiomara Tapia and Gloria Grant-Wilson.

**DISCUSSION**

Disclosure Requirement

As several of the initial resignations were due to the requirement of filing conflict of interest statements, staff reviewed the City's Conflict of Interest Code, which includes members of task forces as filers of the statements of economic interest. Past Council Resolutions 89-187 and 91-73

designated neighborhood task force members as filers. Such task forces developed a final product, a neighborhood plan, which became a part of the City's General Plan. The purpose of the KHCG Task Force is to improve the appearance of the City and to assist staff by reviewing existing regulations and processes that may need streamlining as well as propose new regulations in this regard. Because of this policy-making role, it is appropriate for this task force membership to continue filing statements.

Recommendations

It is also recommended that Council discuss and consider the length of the term. Terms were not set at its establishment. Thus, staff is requesting that the City standard of a four year term be established, with the current members' terms to end in 2011.

At the November 29<sup>th</sup> KHCG Task Force meeting, there was discussion and a recommendation to request that the Council direct staff to conduct recruitment for nine new members, which can begin immediately through January 28, 2008 with interviews in early February. Additionally, the KHCG Task Force requested that during the appointment process, Council establish an alternates' list to fill vacancies when they occur prior to the annual recruitment. Staff is also recommending that the Council direct the Youth Commission to select a representative as well as an alternate so that the Youth Commission is represented at every meeting.

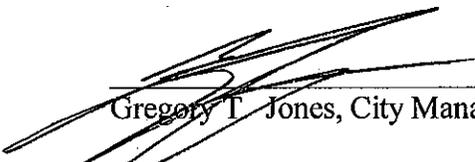
**FISCAL IMPACT**

Except for staff time, there is no known fiscal impact of this recommendation.

Prepared by:

  
\_\_\_\_\_  
Angelina Reyes, City Clerk

Approved by:

  
\_\_\_\_\_  
Gregory T. Jones, City Manager

Attachment:  
Resignation Correspondence  
Draft Resolution

July 27, 2007

Dear Members of the KHCG Task Force,

When the Keep Hayward Clean and Green Task Force was being formed, I hesitated to apply for a position as it was not certain what would be expected of the members. Those I discussed my concerns with indicated that I might be able to focus my limited time and energy on specific strategies that I strongly feel would be most effective in addressing blight in Hayward. Now that the expectations of the task force have been more clearly defined and the time commitment is much greater than I envisioned, I fear that I cannot fulfill my duties as a member.

Between my current employment which requires that I work almost full time including Saturday mornings, and my very different approach to "cleaning up" Hayward, I've decided that it is best that I resign from the KHCG Task Force. I apologize for any inconvenience it will cause, but am certain that my position can be quickly filled with someone more suitable.

Although I won't be serving on the task force in an official capacity, I will continue to support our Mayor's plan to address blight in Hayward on my own time. My intentions are to continue with the following agenda:

- Assist task force members with the letter writing campaign (if allowed).
- Continue working with Caltrans on the issue of litter on 880.
- Encourage Waste Management to properly secure the garbage they collect.

- Seek increase of redemption fees on bottles and cans.
- Continue with "spontaneous" neighborhood clean ups.
- Report violations to various city departments.

I thoroughly enjoyed meeting the task force members. It's wonderful to know that there are many Hayward residents who are ready and willing to help this city. I look forward to seeing great changes in Hayward, thanks to all our efforts.

Sincerely yours,

Minane Jameson

08/01/07 09:36 CLK

July 31, 2007

Kindra Mendall  
Keep Hayward Clean and Green Task Force  
Hayward City Hall  
777 B Street  
Hayward, CA 94541

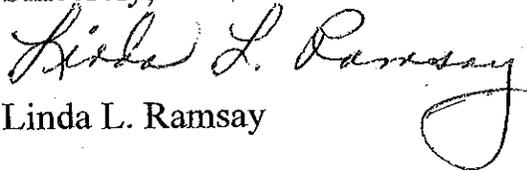
Dear Kindra:

After reviewing Conflict of Interest Form 700 and carefully considering filing a record of my investments with the City Clerk's office, I feel I must resign from the Task Force. As I am not running for an elective office, I simply cannot bring myself to share with the City information I consider extremely personal.

I will check the City's web site weekly, as I plan to continue to support your efforts. I will participate in as many clean-up days as possible, in addition to attending meetings. Upper B St. continues to be a concern due to the litter, graffiti, overgrown shrubs and low-hanging tree branches.

I so enjoyed spending last Sunday with the dedicated volunteers, and I will continue to encourage my neighbors and friends to work toward the Task Force Goals.

Sincerely,

  
Linda L. Ramsay

cc: Mayor and City Council  
Fran David  
fwd: 8/1/07 mtr

November 19, 2007

Angelina Reyes, City Clerk  
City of Hayward  
777 B Street  
Hayward, CA 94541

Re: Resignation from Keep Hayward Clean & Green Task Force

Dear Ms. Reyes,

Per my telephone message please be advised of my intent to resign from the Keep Hayward Clean & Green Task Force (KHCG). Unfortunately, I am unable to fully participate in KHCG-related tasks as initially thought due to other commitments. I will make an effort to participate in future, specific neighborhood clean-up activities as my schedule permits. I look forward to future clean-up dates being posted on the City's website and/or promoted in the newspaper.

Please convey my appreciation to KHCG members for their effort in creating a clean and green Hayward!

Sincerely,

Paul Frumkin III  
22525 3<sup>rd</sup> Street, #217  
Hayward, CA 94541  
510-886-8910 (h)  
510-272-6675 (w)

cc: M. Sweeney, Mayor  
K. Mendall, KHCG Chair  
J. White, Jr. Clean-Up Chair

To: Angelina Reyes  
Subject: Resign

I would like to take the opportunity to inform you that I will be resigning from the KHGCTF due to conflict of schedule and family issues that have not yet resolved. Thanks to the city of Hayward for the opportunity given to be part of these committee and hope I could be of service at another time.

Thank you,

XIOMARA TAPIA  
Tennyson Health Center

Subject: KHKG: Resignation

Hi Kindra,

I am very sorry to have to write this note -- but to continue my participation in KHKG would only prolong the inevitable. I have been busily searching for an apartment these last few weeks (have not found the perfect place yet..), and that hunt has conflicted w/ meetings and other task force activities. It isn't easy to find a place in SF! I plan to be living in San Francisco by the middle of October, and will be in Mexico for work the 20th through the 1st of October. I would have only another meeting with the committee before moving anyhow.

I wish you all great luck and success, and sincerely apologize for not being able to carry through with this obligation.

Kind Regards,

Jennifer *Swarr*

**Subject:** KHCG - Laura Swan Resignation

Dear Kindra:

It is with much regret that I must resign from the KHCG Taskforce. Due to unexpected work commitments I am not able to dedicate the time necessary to make this Task Force flourish.

I still plan to attend every Weekend Cleanup Event. I also plan to continue stopping and cleaning up areas that need it. On Thanksgiving morning, John White and I cleaned up an area of Hayward Blvd and we were amazed what a difference we made in such a short time.

If the KHCG PA&O would like to continue forward with the School curriculum, it is available. All California standards have been met and noted. With regards to the mascot, funding is still available if you wish to go forward.

I applaud you for all of your continued hard work and I am sorry I have had to make this decision.

Sincerely,

Laura Swan

Laura Swan  
Swan Communications  
1180 B Street

11/27/2007

# DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. 08-

*mal*  
*12/31/07*

Introduced by Council Member \_\_\_\_\_

## RESOLUTION ACCEPTING THE RESIGNATIONS OF NINE MEMBERS FROM THE KEEP HAYWARD CLEAN AND GREEN TASK FORCE AND RELATED ACTIONS

WHEREAS, The Keep Hayward Clean and Green Task Force ("KHC&G Task Force") was established by motion in November 2006 and 30 members were recruited; and

WHEREAS, the following nine members have submitted written and/or verbal resignations:

Leticia Artega  
Joaquin Chavez  
Paul Frumpkin III  
Minane Jameson  
Linda Ramsay  
Laura Swan  
Jennifer Swarr  
Xiomara Tapia  
Gloria Grant-Wilson  
Shaminder Singh

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the Council hereby accepts the resignations of the nine above-named members of The Keep Hayward Clean and Green Task Force and commends the members for their civic service to the City.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Hayward that the length of the term of appointment to the KHC&G Task Force is four years, with the current members' terms to end in 2011 and that staff is directed to begin recruiting to fill the vacancies on the KHC&G Task Force immediately.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Hayward that the KHC&G Task Force members shall file conflict of interest statements in the form prescribed by the Fair Political Practices Commission and include thereon the information that would be required if the task force member and filer were a planning commissioner.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2008

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward