



Keep Hayward Clean and Green (KHCG)  
Task Force (TF) Meeting Notes  
City Hall, 2A Conference Room  
June 22, 2023

**I. Call to Order**

Meeting was called to order by Chair Jeff Haman at 7:09 p.m.

**II. Pledge of Allegiance**

Pledge of Allegiance led by Lucas Banks

**III. AB 2449 Teleconference Notifications and Consideration:** There were no requests.

**IV. Roll Call**

*City Council & Staff:* Angela Andrews, Council Person; Todd Rullman, Director of Maintenance Services; Elizabeth Scott, Senior Secretary

*Task Force Members Present:* Lucas Banks, Blytha Bowers, Terence Candell, Tammy Cooper, Tom Ferreira, Jeff Haman, Rodney Hankins, Chuck Horner, Douglas Mansel, Leah Martinez, Melissa Milleman, Shingo Nagae, Debra Patton, Jessica Stanley Jean-Yee Yu,

*Task Force Members Remote per AB2449:* None

*Task Force Members Absent:* Margaret Barton, Canice Adom, Mohaned Elwali (E), , Shalin Patel, Ragneel Prasad, Chandrakala Siramdas (E), Suyog Zambre.

*Youth Commission Liaison:* None

**V. Public Comments:** There were no public comments.

**VI. Presentations:** Tri-CED Community Recycling presentation. Jason Toro, CEO; Eileen Riener, Director of Business; Cerys Evans, Director of Environmental Compliance presented how recyclables are handled. They described the process from pick up to recycling. They also discussed plastic resin codes and which plastics are recyclable, talked about “clean” vs “dirty” recyclables and answered TF member questions.

**VII. Action Items:**

**Approval of Meeting Minutes:** It was motioned/seconded by Task Force Members Jean-Yee Yu and Chuck Horner and passed by majority vote, to approve the May 5, 2023, meeting minutes with the correction that under Pledge of Allegiance Doug Mansel was listed as Vice Chair and should be listed as TF Member. 14:0:0 (8)

## **VIII. Informational Items:**

**Special Nominations and Election: Vice Chair Vacancy Effective 10/1/23.** Vice Chair Jean Yee-Yu announced she is not seeking reappointment when her term is ending at the end of September 2023. Chair Haman reported that a special nomination and elections will be scheduled for the July meeting. TF members interested in being nominated were asked to contact Colleen Kamai via email.

**Financial Report:** The Financial Report dated May 25, 2023, was reviewed. There were no public comments or questions on this item. It was noted that there was a miscalculation on the report.

**Attendance Report:** Staff reviewed the attendance log and reminded task force members to advise staff via email within 72 hours of any discrepancies. Staff advised that the City Clerk's office is sending attendance warning letters to those with recurring attendance issues. Chair Haman added that the City Clerk's office has started the recruitment process for boards, commissions, and the task force.

### **Subcommittee Reports/ Updates:**

Event Planning- TF members were reminded that the next cleanup event is scheduled for July 22, 2023 focusing on the Jackson Triangle staging on Barnes Ct..

Community Engagement- no new information reported.

Adopt a block subcommittee- Vice Chair Jean-Yee Yu discussed the renewal process of the Adopt-a-Block program. She explained the online application process and staff is working on an automated renewal process.

Policy Subcommittee – It was reported that the Education and Policy subcommittees will be combined.

Community Events Subcommittee- Vice Chair Jean-Yee Yu reviewed the promotional items that have been ordered.

Education Subcommittee- TF Member Terence Candell reported they held their first sub-committee meeting at the corporation yard on June 7<sup>th</sup>. Terence announced that the Education and Policy subcommittees will be combining efforts. He added that subcommittee members participated in the Juneteenth event. He is continuing to coordinate to have the Kirby Book Mobile attend our clean up events. Chair Haman asked TF members interested in joining subcommittees to email him.

Beautification Subcommittee- Vice Chair Jean-Yee Yu reported several additional yards have been nominated, letters have been sent to those property owners. TF Member Leah Martinez created the graphics to be used to promote the program via social media and staff have created a webpage for the program. Jean reported 22 applications were received for the Senior Front Yard Assistance Program; of those, 17 applications were validated. Subcommittee members will complete yard assessments within the coming weeks. TF members interested in assisting with the program were asked to sign up. One of the next steps is outreach for targeting volunteer recruitment. Staff have also created a Senior Front Yard Program webpage.

**IX. KHCG CLEANUP & BEAUTIFICATION EVENTS (TF Member Attendance Required)**

07/22/23 Cleanup & Beautification Event (Jackson Triangle Staging @ Barnes Court adjacent to Hayward Corporation Yard): Chair Haman talked about logistics and advertising via The Stack.

10/28/23 Cleanup & Beautification Event (Tennyson/Alguire Neighborhood Staging @ Tennyson Park, 28377 Huntwood Ave.): Chair Haman advised additional information including assignment signups will be forthcoming.

2024 Cleanup & Beautification Event Planning: Chair Haman and TF members discussed adjusting the cleanup event schedule stating with calendar year 2024 to even months February, April, June, August, October. The day will remain as the 4<sup>th</sup> Saturday.

Note: Although this item was not an action item, it was motioned/seconded by Task Force Members Chuck Horner and Leah Martinez and passed by majority vote. 13:0:0 (9)

Chair Haman reviewed the 6 potential cleanup event staging sites for 2024 as presented at the May 25, 2023, TF meeting. He advised that based on TF member input from this meeting, the locations will be narrowed down to 4 that will be presented for adoption at the July meeting. TF members discussed pros and cons of each area and brainstormed ways to increase TF exposure. Overall, locations near schools and parks were favored.

**X. COMMUNITY EVENTS & ACTIVITIES (TF Member Volunteer Attendance & Makeup Opportunities)**

06/15/23 Juneteenth/Downtown Event (Debrief): Chair Haman reported that the event was well attended but the booth location was set a little further away than usual. Council Member Angela Andrews reported attendance was approximately 5,000. She mentioned attendees and participants enjoyed the entertainment.

07/01/23 All America Festival: Chair Haman reminded members to sign up for assignments.

07/20/23 Downtown Hayward Street Party: Chair Haman reminded the group that the TF is not participating in this event due to the TF regularly scheduled meeting. It was noted the TF voted to skip the event and hold its meeting which is two days before the July cleanup event.

08/17/23 Downtown Hayward Street Party: Chair Haman asked members to sign up for various assignments.

08/19/2023 Senior Front Yard Assistance Event (Save the Date): Chair Haman reported that the assignment sign up will be distributed at the July meeting.

09/23/23 California Coastal Cleanup Day (Coastal.ca.gov): Chair Haman encouraged members to sign up for an event via the event website.

**XI. Announcements/Updates:**

Council Member Updates: Council Member Angela Andrews reported that Council approved the new Hayward Gateway Sign and adopted the FY 2024 Budget. She encouraged members to visit the website to review information about the budget and strategic priority roadmap. She mentioned staff may have information on file regarding a potential ban on plastic straws. She asked staff to confirm the Beautiful Yard flyer on the website is updated. She encouraged the Policy Subcommittee to think about things the TF would like to recommend to Council to incorporate as part of the conditions of approval of development projects. CM Andrew encouraged members to review the Project Dashboard on the website and reminded members that if you see someone doing graffiti, please do not approach them, just report it.

Staff Update: Director Todd Rullman reported that as CM Andrews mentioned Council approved the new Hayward Gateway Sign as part of the FY 24 Budget. Staff will begin working with a consultant hoping a new sign will be in place by the end of the Summer 2024. He added that Maintenance Services purchased a new grabber truck, it is getting a new wrap design and will be in the field shortly; the capacity is 20 yards on the smaller truck and 30 yards on the larger truck.

Chair Updates: No chair updates.

**Adjournment 9:02 p.m.**