



Keep Hayward Clean and Green (KHCG)  
Task Force (TF) Meeting Notes  
Hayward City Hall, Room 2A  
777 B Street, Hayward  
August 25, 2016

**I. Call to Order:**

Meeting called to order by Chair Hogan at 7:05 p.m.

**II. Pledge of Allegiance:**

Pledge of Allegiance led by Task Force Member Horner

**III. Roll Call:**

*City Council & Staff:* Todd Rullman, Maintenance Services Director; Brianne Elizarrey, Administrative Clerk II

*Task Force Members Present:* Alegra Angelo, Blytha Bowers, Lynne Clifton, Jillian Hogan, Chuck Horner, Tim Romano-Pugh, Megha Salpekar, Dwight Turner, Lauren Vance, Anjani Varma, Wandra Williams

*Task Force Members Absent:* Zuhul Bahaduri, Radonna Foley-Smith, Arti Garg, Suzanne Gayle, Angelica Moore, Natasha Neves, Stephen Ochoa, Tawana Smith, Laurie Tafoya

*Youth Commission Liaison:* None

*Guests (Visitor Sign-In):* Krunal Patel (CSU Eastbay); Lisa Shinhira (Resonate Church)

**IV. Public Comments:**

- *None at this time.*

**V. Approval of Summary Notes from May 26, 2016 Meeting:**

It was motioned/seconded (Clifton/Williams) and passed by majority vote to approve the August 25, 2016 meeting notes. (11:0:0 abstain 9 absent)

**VI. Presentation: Proposed Litter Fee:**

**VII. Action Items:**

- a. **Partnership with Resonate Church for September Cleanups at John Muir Elementary School and Kennedy Park (September 18<sup>Th</sup>)**

- 100-200 people will be volunteering. The church has asked for grabbers, vests, trash bags and assistance removing the trash.
- Maintenance Services will coordinate with Church to pick up the litter after the cleanup.
- Maintenance Services will also coordinate for supply pick up the Friday before the cleanup at the corp. yard.
- Vice Chair Clifton is available on Friday as well if needed.

#### **b. Task Force Proposals for Meeting Schedule**

- The Task Force would like to continue to have meetings the Thursday before the cleanups and has asked staff to put together a draft schedule for approval during the September meeting.

#### **c. Task Force Proposals for Cleanup Schedule**

- The Task Force has asked staff to come back with a draft schedule for approval during the September meeting.

#### **d. Task Force Proposals for Cleanup Locations**

- The Task Force would like to include the following locations in the 2017 Cleanup Schedule:
  - Leidig Ct, Adjacent to the UPRR Tracks n/o Tennyson Rd.
  - Ruus Park, 1451 Folsom Ave
  - Longwood Elementary School, 850 Longwood Ave.
  - 25780 Gading Rd (Gading and Huntwood)
  - Shiloh Church, 22582 S. Garden Ave
  - Tennyson High school (already on the calendar for January 2017 Cleanup)
- The Task Force asked staff to follow up with H.A.R.D for cleanups at local parks. (Possibly during the summer months when attendance is lowest)
  - Which parks are in the most need
    - Litter removal
    - Weeding/Planting
    - Mulching
    - Painting
    - Graffiti Removal
  - What kind of support can H.A.R.D offer, if any.
  - Can they help to promote these cleanups in their Summer Recreation Guide

#### **e. Designation of new Task Force logo and new Outreach ideas**

- The Task Force voted for a new logo that falls in with the City of Hayward Brand Guide.
- Staff will be ordering new table cloths with the logo and bringing back new signage options to the Task Force during the September or October meeting.
- The Task Force will look at possibly partnering with Hayward organizations (Schools, Faith Based Groups, etc.)

- Staff to research about providing breakfast for volunteers – Donuts, coffee, hot chocolate, muffins etc. (Salvation Army Truck?)

**f. Purchasing a table for the Volunteer Dinner**

- It is against policy for the Task Force to use City of Hayward allocated funds in order to purchase a table for the event
- The Task Force will look to pull personal funds to purchase a table for the event to support the Youth Commissioner and Task Force Member Horner during the dinner.

**g. Mural Project on Tennyson Electric Boxes**

- Staff worked with Community Preservation to secure one utility box on the corner of Tampa and Tennyson for a mural dedicated to the Keep Hayward Clean and Green cause.
- The Task Force will have to submit artwork to the mural program for approval prior to painting. The box should be completed in a timely manner – in line with the three other boxes being painted on Tennyson.
- The Task Force would like to discuss having a city wide contest to submit ideas for the box theme. This will be discussed further during the September meeting.

**VIII. Financial Report:**

**a. Discretionary Expenses (under \$500)**

- Tri City Voice Advertising – Garage Sale \$500.00
- Purchase of 2 easels for maps - \$87.12
- Sign Holder Cleanups and Adopt-a-Block - \$34.86
- Dry Erase Markers and Flyer Holders - \$39.19
- Two 6ft folding tables - \$270.38

**IX. Community/Clean-Ups and Upcoming Events:**

**a. Street Parties**

- August 18 (Neves/Clifton/Romano-Pugh) Wrap up
- Typically people do not want to engage – they just want free stuff. Maybe we can come up with more ideas to get people more engaged.
  - The canvas bags were a big hit.

**b. August 27 Cleanup: Bowman Elementary School (Horner/Bowers/Turner)**

- Task Force Members Horner and Bower will be meeting at 7 pm on Friday to load the truck.
- Task Force Member Horner asked Maintenance Services to calk the roof in the shed to prevent the wasps from coming in.

**c. September Beautification Event**

- *Staff will be closing a lane on Hesperian Blvd. and on Middle Lane to provide a safe area for volunteer to work.*

**d. Citywide Garage Sale (Hogan/Clifton) Wrap Up**

- *Task Force members will fill "thank you" bags during the August cleanup.*

**e. Science in the Park October 1 (Gayle/Bowers)**

- *All of the Supplies have been purchased and Task Force member Horner has the target.*
- *Task Force member Gayle will speak more about the event when she returns in September.*

**f. Make a Difference Day October 22 (Bowers/Vance/Ochoa)**

**i. Activities - Landscaping**

- *Staff suggested a landscape activity at the corner of Harder and Jane*

**X. Announcements/Updates:**

- a. Chair Report
- b. Staff Report/Updates

- *The Task Force signed a letter of support to the Our Town program for an extended outdoor art program in the City of Hayward*

**i. Council Liaison Update**

- *No Update*

**ii. Adopt-a-Block Update**

- *Staff will be providing a form letter to Adopt-a-Block coordinators that will be sent out to help recoup supplies from old Adopt-a-Block groups*
- *Adopt-a-Block coordinators: There will be standing meetings before the Keep Hayward Clean and Green Meeting at 6 p.m.*

**XI. Roundtable:**

- *None at this time*

**XII. Review Future Agenda/Action Items**

**XIII. Adjournment (9:30 pm)**