



Keep Hayward Clean and Green (KHCG)  
Task Force (TF) Meeting Notes  
City Hall, Conference Room 2A  
April 18, 2024

**I. Call to Order**

The meeting was called to order by Vice Chair Tom Ferreira at 7:01 p.m.

**II. Pledge of Allegiance**

The Pledge of Allegiance led by Task Force Member Douglas Mansel.

**III. AB 2449 Teleconference Notifications and Consideration: None**

**IV. Roll Call**

*City Council & Staff:* Rod Alfonso, Acting Director of Maintenance Services; John Sanders, Streets Maintenance Manager; Colleen Kamai Administrative Supervisor; Rosy Torres, Senior Secretary, Facilities

*Task Force Members Present:* Lucas Banks; Blytha Bowers; Gwenda Dossey; Mohaned Elwali; Tom Ferreira; Sandra Frost; Vikram Gautham; Jeffrey Haman; Douglas Mansel; Leah Martinez; Sergey Melnikov; Melissa Milleman; Shingo Nagae; Debra Patton; Jessica Stanley.

*Task Force Members Remote per AB2449:* None

*Task Force Members Absent:* Margaret Barton; Celia Ching Chung; Chandrakala Siramdas; George Villamil.

*Task Force Members Present After Roll Call:* None.

**V. Public Comments:**

Ginger Bridges talked about an increased level of illegal dumping along the alley near the Good Will off Mission Blvd.

TF Member Celia Ching Chung joined the meeting remote via Zoom to observe and listen in.

**VI. Presentations: Hayward Area Recreation & Park District, Parks for All: How Data and Volunteerism Creates Equitable Parks.**

Vice Chair Ferreira introduced Mr. Thomas Omolo and Ms. Alice Rice and asked everyone to hold their questions until after the presentation.

Mr. Omolo and Ms. Rice introduced themselves.

Mr. Omolo talked about Park Maintenance Standards initiated by H.A.R.D. Board of Directors. Based on Board adopted standards, H.A.R.D. staff conducted their first Park Maintenance Standards review of parks rating over 100 parks. Staff looked at things like accessibility, cleanliness, equipment, facilities. Mr. Omolo shared data and talked about how the data will be used to address maintenance issues. Mr. Omolo also talked about including community members in the process. He talked about using Placer.ai software to understand park demographics, how parks are being used and by who and how that data is being incorporated into developing maintenance plans.

Ms. Rice talked about the Volunteer in Parks Programs (V.I.P.) and how she works with Mr. Omolo to identify parks that can benefit from beautification projects. These V.I.P. projects enlist community volunteers to help clean and beautify parks. H.A.R.D. provides supplies and snacks, work includes picking up litter, pulling weeds, spreading mulch, tree planting and more. Ms. Rice shared the Volunteers in Parks 2024 Schedule and encouraged everyone to visit the H.A.R.D. website to view additional information about V.I.P.

There were no public comments on this item.

Mr. Omolo and Ms. Rice answered TF member questions regarding funding, grants, partnerships, and how park equipment is sanitized. Staff talked about work under way to mirror H.A.R.D. Park Maintenance Standards for all parks regardless of if they are maintained by the City or H.A.R.D. Mr. Omolo talked about how new park locations are selected including looking at equity, connectivity, and parks that are part of new developments.

## **VII. Action Items:**

**Approval of Meeting Minutes:** It was motioned/seconded by Task Force Members Jessica Stanley and Melissa Milleman and passed by majority vote, to approve the March 28, 2024, meeting minutes. 15:0:0:4

**Approval of a Letter of Support for a Public Art Fee Policy:** TF Member Douglas Mansel reviewed the proposed letter of support to establish a Public Art Fee Policy as proposed by Council Members Andrews and Roche. He talked about how a fee policy relates to the work of KHCG and asked TF members to consider approving the letter as recommended by the Policy Subcommittee.

There were no public comments on this item.

TF Member Mansel answered TF member questions clarifying the idea behind a proposed policy is to require developers to either incorporate public art as part of their project, or pay a fee that would be used as a revenue source to fund public art. Mr. Mansel added that it is still in the formative stages. Director Rullman talked about how art is chosen and where it is located. TF members talked about the benefits of public art deterring graffiti.

It was motioned/seconded by Task Force Members Leah Martinez and Gwen Dossey and passed by majority vote, to approve a Letter of Support for a Public Art Fee Policy as drafted by the Policy Subcommittee. 14:0:1:4

## **VIII. Informational Items:**

**Financial Report:** The Financial report was reviewed. Staff reminded TF Members expenditure requests should be submitted at least thirty days in advance. It was noted that due to our procurement policy and process additional time may be needed, particularly when working with a new vendor. It was noted that vendors do not have to be local, however, using out of area vendors may require additional time for delivery.

**Attendance Report:** Staff reviewed the attendance log and reminded task force members to advise staff via email of any discrepancies.

**Subcommittee Reports/ Updates:** Vice Chair Leah Martinez provided updates on behalf of all subcommittees.

Adopt-a-Block & Beautification Subcommittees – Vice Chair Martinez reported these two subcommittees are being consolidated as many of the tasks overlap. She reported that the Senior Front Yard Assistance Program received eleven new applications. TF Members are encouraged to submit at least one to two nominations for the Beautiful Yard Contest and send photos to TF Member Melnikov. Subcommittee members discussed gift ideas for Adopt-a-Block participants and discussed focusing on education opportunities and publicity around Adopt-a-Block and Access Hayward for the Earth Day tabling event. Staff reported since the last TF meeting there were three new Adopt-a-Block groups, one group renewed, and there are still 72 renewals pending; none retired. Staff added that there were 176 Adopt-a-Block Access Hayward requests submitted between January 2024 – March 2024 and highlighted the need to educate participants to select their Adopt-a-Block group name when submitting requests in Access Hayward. It was noted that of the 176 AH requests related to Adopt-a-Block, the group name was not selected in 156 requests.

Education Subcommittee – Vice Chair Martinez reported that the subcommittee has focused on preparing for the Earth Day event assembling seed packets, creating a native plant display, and updating the recycling game and storm drain model. In conjunction with the June cleanup event, they are planning a school presentation in May or June. Children’s environmental related books have been ordered for future giveaways.

Event Planning- Vice Chair Martinez reported, the new storm drain system for Science in the Park is almost complete. TF members were reminded to lookout for beautiful yards in Hayward. The subcommittee discussed only meeting as needed in lieu of regular monthly meetings.

Policy Subcommittee – Vice Chair Martinez reported that the subcommittee presented the letter of support for a Public Art Fee Policy, they are exploring possible policy recommendations on use of plastics in the City and have provided information to staff regarding Eden Youth Family Center and their work on a possible smoke-free multi-unit housing ordinance.

There were no public or TF member comments on this item.

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

04/20/24 Citywide Earth Day event (KHCGTF Support) Weeks Park 27182 Patrick Ave.) Vice Chair Ferreira reported there are currently 250 registrations. All TF members in attendance except one plan to attend the event on 4/20. The assignment list was reviewed, and logistics confirmed.

06/22/24 Cleanup & Beautification Event (Ruus Park Neighborhood 24919 Folsom Ave.) It was noted that the agenda incorrectly listed Palma Ceia for June and Ruus for October.

08/24/24 Cleanup & Beautification Event (Jackson Triangle, @ Soto Rd. Eden Greenway) No new information.

10/26/24 Cleanup & Beautification Event (Palma Ceia Neighborhood, Staging TBA) Note: Conflict with Annual Trunk or Treat Event. No new information, other than the agenda incorrectly listed Ruus park for October.

There were no public or TF member questions on this item.

**X. COMMUNITY EVENTS & ACTIVITIES (TF Member Volunteer Attendance & Makeup Opportunities)** Vice Chair Tom Ferreira reviewed the list of upcoming community events. There were no public or TF member comments.

06/20/24 Tentative Downtown Street Party (Unconfirmed Date, Conflict w/KHCG 6/20 Meeting)

06/22/24 Juneteenth Event (Confirmed Date, Conflict w/KHCG 6/22 Cleanup Event)

07/18/24 Tentative Downtown Street Party (Unconfirmed Date)

08/15/24 Tentative Downtown Street Party (Unconfirmed Date)

08/17/24 Senior Front Yard Assistance Event

September 2024 - TBA Hayward Executive Airport Open House (Unconfirmed Date)

October 2024 - TBA Science in the Park (Unconfirmed Date)

December 2024 - TBA Beautiful Yard Contest Awards and Recognition)

**XI. Announcements/Updates:**

Council Member Updates: There were no council member updates.

Staff Update: Director Rullman mentioned that Council Member Andrews could not attend tonight's meeting because she is attending the Heart of Hayward Award event.

Chair Updates: Vice Chair Martinez read a message from Chair Haman. He apologized for missing the meeting. He thanked TF members for nominating him to receive the Heart of Hayward Volunteer Recognition Award. He is honored and proud to represent the KHCG TF.

**Adjournment:** Vice Chair Ferreira adjourned the meeting at 8:19 p.m.