



Keep Hayward Clean and Green (KHCG)  
Task Force (TF) Meeting Notes  
City Hall, 2A Conference Room  
November 16, 2023

**I. Call to Order**

The meeting was called to order by Chair Jeffery Haman at 7:02 p.m.

**II. Pledge of Allegiance**

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

**III. AB 2449 Teleconference Notifications and Consideration:** There were no requests to participate remotely under AB 2449.

**IV. Roll Call**

*City Council & Staff:* Todd Rullman, Director of Maintenance Services; Rod Alfonso, Deputy Director of Maintenance Services; John Sanders, Streets Maintenance Manager; Erik Pearson, Environmental Services Manager; Colleen Kamai Administrative Supervisor; Cecilia Melero, Senior Secretary, Landscape Maintenance; Rosy Torres, Senior Secretary, Facilities; Elizabeth Scott, Senior Secretary, Fleet

*Task Force Members Present:* Lucas Banks; Blytha Bowers; Celia Ching Chung; Gwenda Dossey; Mohaned Elwali; Tom Ferriera; Sandra Frost; Vikram Gautham; Jeffrey Haman; Douglas Mansel; Leah Martinez; Sergey Melnikov; Melissa Milleman; Shingo Nagae; Chandrakala Siramdas; George Villamil.

*Task Force Members Remote per AB2449:* none

*Task Force Members Absent:* Margaret Barton; Debra Patton, Jessica Stanley

*Youth Commission Liaison:* None

**V. Public Comments: No Public Comments**

**VI. Presentations:** Update on Sustainability-Related Projects in the Strategic Roadmap - Erik Pearson, Environmental Services Manager.

Erik Pearson informed the group that the most recent Strategic Roadmap was approved by the City Council in June 2023. He provided an overview of the Hayward Strategic Priorities and Climate Change Projects. He identified fourteen Climate Change projects; the first project is to implement the Climate Action Play Year 1 Program, which will be presented to City

Council on January 16 and 23, 2024. Mr. Pearson asked staff to share the presentation with the group for their reference. He answered TF member questions and encouraged TF members to visit the links in the presentation for additional information and resources.

## **VII. Action Items:**

**Approval of Meeting Minutes:** It was motioned/seconded by Task Force Members Gwenda Dossey and Tom Ferreira and passed by majority vote, to approve the October 26, 2023, meeting minutes. 16:03:0

It was noted that Melissa Milleman was present for the 10/26/23 meeting.

**Hearts of Hayward Nomination – Nominating Committee (Oral Report):** Chair Haman mentioned the Nominating Committee Members were Blytha Bowers, Melissa Milleman, and Debra Patton. Ms. Milleman reported two nominations were received, one for KHCG Chair Jeff Haman and one for community member Joan Fosdick. Ms. Milleman asked those who made the nominations to speak about their nominee and why they made the nomination. Vice Chair Tom Ferreira nominated community member Joan Fosdick, he mentioned that she's worked at St. Rose for 28 years, is actively involved in community cleanups has been an Adopt-a-Block participant for over four years; she not only cleans up her block, but she also cleans up nearby areas and sorts and recycles the items collected. TF Member Shingo Nagae nominated TF Chair Jeff Haman; Mr. Nagae mentioned Chair Haman has been serving the KHCG TF for four years, he works tirelessly, not only devoting many hours to organizing and planning events and activities, but he also attends every event and serves on several subcommittees. It was motioned/seconded by Task Force Members Melissa Milleman and Sandra Frost, for Jeff Haman to be the Task Force Nominee it was passed by majority vote. 15:01:3

**KHCG Fiscal Year 2024 Proposed Expenditures Review and Discussion:** New swag items were proposed by Chair Jeff Haman. Among some of the items being considered are tote bags, aluminum water bottles, reflective bands for kids, temporary tattoos, hand sanitizer, mouse pads, cooler bags, flying disk, phone stand, water resistant bucket hats, crayons, and seed packets. The approximate total for all the items is \$3800. Chair Haman will work with staff to finalize and place an order.

Chair Haman also presented options regarding the iPad or Surface Pro; he estimated that \$1400 for the device and an additional \$460/ year for service cost would cover the cost of the devices. The items are being used for event registration, keeping track of tools, and accessing the google drive. Chair Haman will work with staff to finalize and place an order.

Task Force member Melissa Milleman presented possible options for a new Beautiful Yard Contest yard sign. The cost is unknown. Ms. Milleman will work with staff on design and cost.

It was motioned/seconded by Task Force Members Leah Martinez and Lucas Banks and passed by majority vote, to approve allocating \$6000 for various swag items, the beautiful yard signs, and purchase of two new iPads and associated cost. Approved 16:03:0

## **VIII. Informational Items:**

**Financial Report:** The Financial report was reviewed.

**Attendance Report:** Staff reviewed the attendance log and reminded task force members to advise staff via email of any discrepancies. Members were reminded they can email staff and copy Chair Haman ahead of time if they plan to be absent or request to be excused from any meeting or cleanup. Task Force Member Douglas Mansel noted that he was at the October 28<sup>th</sup> cleanup event.

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

Adopt-a-Block – Vice Chair Leah Martinez staff continues to work on updating program data and looking to do quarterly reports in 2024. The subcommittee will continue to support and advertise the program. Chair Haman reported that a video shoot to promote Adopt-a-Block will take place on Wednesday, November 22, 2023. Chair Haman encouraged Task Force members to contact him if they would like to participate in the video.

Community Engagement -There were no updates at this time.

Beautification Subcommittee- Vice Chair, Leah Martinez reported that a standing meeting will take place on the second Tuesday of the month, starting with December 12<sup>th</sup>.

Education Subcommittee – Task Force Member, Melissa Milleman reported that the subcommittee will meet on the first Tuesday of the month at 7pm.

Community Events Subcommittee – Vice Chair Tom Ferreira is working to schedule these meetings the second Monday of each month. on creating a significant social media presence.

Policy Subcommittee -Task Force Member, Douglas reported that a standing meeting has not been set up yet, he will be in contact with subcommittee members. He noted that the subcommittee is working on a potential roadmap for doing an illegal dumping program in Hayward. Director Rullman mentioned that staff is working on a pilot program and will report back as details become available.

Event Planning- Chair Haman reported that he, members Blytha Bowers and Deborah Patton are working on a mapping project. He also mentioned members Chandu Siramdas and Gwen Dossey are working on using their personal social media to advertise KHCG events and activities to build a stronger social media presence in addition to posts managed by staff on City accounts.

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

DEBRIEF 10/28/23 Cleanup & Beautification Event (Tennyson/ Alguire neighborhood Staging @ Tennyson Park, 28377 Huntwood Ave.): Chair Haman reported there were about sixty volunteers and about 18 cubic yards of trash collected. He mentioned Mt. Eden High School was well represented at the event. Chair Haman shared a brief presentation with event photos and a reminder on do's and don'ts. Director Rullman reminded everyone of safety concerns when working around private property and railroads. Deputy Director Alfonso reminded the Task Force to enter an Access Hayward request to report private property issues, including railroads so that it can be addressed by staff.

02/24/24 Cleanup & Beautification Event (Longwood Neighborhood Staging TBA) Chair Haman mentioned details and logistics will be discussed at the January meeting.

04/20/24 Citywide Earth Day event (KHCGTF Support) Weeks Park 27182 Patrick Ave.) No new information.

06/22/24 Cleanup & Beautification Event (Palma Ceia Neighborhood, Staging TBA) No new information.

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

10/26/24 Cleanup & Beautification Event (Ruus Park Neighborhood 24919 Folsom Ave.) No new information.

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

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

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: Director Rullman mentioned Council Member Andrews asked him to provide an update in her absence; she is attending the Bay Area Water Supply Conservation Agency meeting. Director Rullman reported that she recently toured the Hayward Pepsi Facility, the focus of the tour was on Pepsi's journey to Net Zero and Net Water Positive in hayward and reducing plastic use and maximizing recycling.

Staff Update: Director Rullman reported that John Sanders was promoted to Streets Maintenance Manager.

Chair Updates: Chair Haman expressed his appreciation to Task Force members for all their hard work.

**Adjournment:** Chair Haman adjourned the meeting at 8:52 p.m.