



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
City Hall, 2A Conference Room
October 17, 2024

I. Call to Order

The meeting was called to order by Vice Chair Tom Ferreira at 7:00p.m.

II. Pledge of Allegiance

The Pledge of Allegiance led by Task Force Member Vikram Gautham

III. AB 2449 Teleconference Notifications and Consideration: None

IV. Roll Call

City Council & Staff: Todd Rullman, Director Maintenance Services; Colleen Kamai, Administrative Supervisor; Cecilia Melero, Senior Secretary; Victoria Sira, Temporary Administrative Clerk.

Task Force Members Present: Lucas Banks, Blytha Bowers; Celia Ching Chung; Gwen Dossey; Mohaned Elwali; Tom Ferreira; Sandra Frost; Vikram Gautham; Douglas Mansel; Leah Martinez; Sergey Melnikov; Melissa Milleman; Shingo Nagai; Debra Patton George Villamil.

Task Force Members Remote per AB2449: None

Task Force Members Absent: Margaret Barton; Jessica Stanley.

Task Force Members Present After Roll Call: Chandu Siramdas

Public Attendees: None.

V. Public Comments: Todd Rullman, Director Maintenance Services presented Blytha Bowers with “The Chuck Horner Golden Grabber Award” 2024.

VI. Presentations: None

VII. Action Items:

Beautiful Yard Contest 2024: Staff provided a brief background on the Beautiful Yard Contest. Staff labeled the nominations 1-10 with no identifying information.

There were no public comments.

Task Force members reviewed the nominations and ranked their first, second, and third place preference. Staff compiled the results and announced the nomination with the most 1st place votes was nomination #7; the nomination with the most 2nd place votes was nomination # 8; the nomination with the most 3rd place votes was tied between nomination #2 and #6. Task Force members were asked to vote by show of hands between nomination #2 and Nomination #6. Nomination #2 won the tiebreaker 11 to 5 votes.

It was motioned/seconded by Task Force Members George Villamil and Sergey Melnikov and passed by majority vote to accept the results of the Beautiful Yard Contest 1st place nomination #7, 2nd place nomination #8, and 3rd place nomination #2. (16:0:0:2)

Officer Nominations and Elections: Staff reviewed the process for Officer Nominations and Elections. Vice Chair Leah Martinez spoke to the taskforce and reviewed the Nominating Ad Hoc Committee recommendations for Chair – Melissa Milleman, Vice Chair – Doug Mansel and Tom Ferreira.

There were no public comments.

Vice Chair Ferreira opened the floor to a motion to accept the Nominating Ad Hoc Committee report and recommendatinos.

It was motioned/seconded by Task Force members Leah Martinez, and Melissa Millman and passed by majority vote to accept the Nominating Ad Hoc Committee report and recommendations.

Staff provided guidelines for the nominations and elections process.

There were no public or task force comments or questions.

Vice Chair Ferreira asked for open nominations for either Chair of Vice Chair. TF member Sergey Melnikov nominated himself to be considered Vice Chair for Adopt-a-Block.

Vice Chair Ferreira closed open nominations.

Staff reviewed the list of nominees: Melissa Milleman, Chair; Tom Ferreira and Sergey Melnikov Vice Chair (Adopt-a-Block) and Doug Mansel Vice Chair (Events).

Vice Chair Ferreira opened the floor to a motion to accept the list of nominees.

It was motioned/seconded by Task Force members George Villamil and Lucas Banks and passed by majority vote accept the list of nominees: Melissa Milleman as Chair, Tom Ferreira and Sergey Melnikov as Vice Chair (Adopt-a-Balock) and Doug Mansel Vice Chair (Events) (16:0:0:2)

Staff provided a summary of the election process and answered questions. There were no public comments.

Vice Chair Ferreira opened the floor to a motion to elect the nominees for Chair and Vice Chair (Events).

It was motioned/seconded by Task Force members Gwen Dosey and Leah Martinez and passed by majority vote to elect Melissa Milleman as Chair, Doug Mansel as Vice Chair (Events) (16:0:0:2)

A motion/second was made by Debra Patton and Gwen Dossey to elect Sergey Melnikov as Vice Chair (Adopt-a-Block). A point of order was called by Vice Chair Leah Martinez to allow both nominees to address the group. The nomination and second was withdrawn.

Nominees Tom Ferreira and Sergey Melnikov talked to the group about their experience and why they would like to be considered for Vice Chair.

Staff responded to a question from member Doug Mansel that a special nomination and election would be held if a presiding officer withdrew prior to the end of their term.

Vice Chair Ferreira opened the floor to a motion to elect one nominee as Vice Chair (Adopt-a-Block).

A motion and second was made by Task Force members Debra Patton and Melissa Millman and passed by majority vote to elect Sergey Melnikov for Vice Chair for Adopt-a-Block (9:0:7:2)

Input to City Council's Ad Hoc Committee on Commissions/ Task Force: Task force member, Doug Mansel reviewed the draft Task Force recommendations to the City Council Ad Hoc Committee on Commissions/ Task Force.

Task Force member Melissa Milleman talked about all the activities including meetings, cleanup events, tabling events, and neighborhood canvassing the group did in 2024.

Task Force member Blytha Bowers share ideas for a revised KHCG priorities document and recommended that KHCG align their goals and things the task force already does with city council priorities, she provided examples and talked about incorporating it into the draft recommendations; she also mentioned quantifying cleanup success by the amount of litter collected versus the number of volunteers that attend.

Director Rullman commented the alignment of what the task force already does and how it corresponds to the strategic roadmap is important.

Task force members discussed ideas and suggestions for modifying the draft letter.

Task force members were encouraged to send any other ideas and/or feedback directly to Council Liaison Angela Andrews.

There were no public comments on this item.

Vice Chair Tom Ferreira opened the floor to a motion to approve the draft letter as is or with modifications.

It was motioned and seconded by Task Force members Leah Martinez and Doug Mansel and passed by majority vote, to approve the draft letter incorporating edits and suggestions made by TF members to include “our recommendations focus on the mission and vision of the Task Force, alignment with the Strategic Roadmap, reducing Task Force and City Staff workload, and increasing impact at Task

Force clean-up events” along with a copy of the draft KHCG Priorities document provided by member Bowers. (16:0:0:2)

Approval of Meeting Minutes 09-26-24:

There were no public or task force comments on this item.

It was motioned/seconded by Task Force members Doug Mansel, and Gwen Dossey and passed by majority vote, to approve the September 26, 2024, meeting minutes. (16:0:0:2)

VIII. Informational Items:

Financial Report: The Financial report was reviewed in the packet. Gwen Dossey commented on a typo on Financial Report, Colleen Kamai will correct the typo.

Attendance Report: The Attendance report was reviewed. There were no public or Task Force member comments or questions.

Subcommittee Reports/ Updates:

Policy Subcommittee – There were no updates.

Education Subcommittee – Vice Chair Millman thanked those who helped with the neighborhood canvassing and door hangers for the October event. She talked about attending a recent Chabot’s RAGE student group meeting, there were about 15 students at the meeting.

Beautification Subcommittee – There were no updates.

Adopt-a-Block – There were no updates.

Special Events Planning- There were no updates.

Mapping Subcommittee- There were no updates.

Media Subcommittee- There were no updates.

There were no public or task force member comments on this item.

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

10/19/24 Cleanup & Beautification Event, Palma Ceia Neighborhood (@ 27600 Decatur Way)

Vice Chair Ferreira reminded task force members to arrive by 7am for event setup. No other items were reviewed.

There were no public or task force member comments or questions.

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

DEBRIEF 10/05/24 Science in the Park: Task Force member Millman reported a successful event. A lot of information was given to the attendees. She remarked it was a long day; they could have used more help. She suggests moving forward members be assigned shifts. Vice-Chair Ferreira made several suggestions for future events such as replacement of the canopy bag, purchasing a cart to carry materials and working in shifts. Task Force member Doug Mansel also reported on the heat component affected the events. Task Force member Celia Ching-Chung commented that the booth location was perfect and would like to have the same location in future.

December 3, 2024 - Beautiful Yard Contest Awards and Recognition (Confirmed Date)

Staff will work with Task Force member Sergey Melnikov on the presentation. Information about the award presentation will be provided to TF members as the date nears.

No other items were reviewed.

There were no public or task force member comments or questions.

XI. Announcements/Updates:

Council Member Updates: Councilmember Andrews was not in attendance.

Staff Update: Director Todd Rullman reported that Councilmember Andrews is at a conference. He provided data related to the Disposal Day events and reported that the mobile surveillance camera has been moved around to various locations; he is open to feedback on recommended locations.

Task Force member Debra Patton commented on how well organized the Disposal Days event is. Ms. Patton also requested the mobile camera be placed on Whitman and Jane Ave.

Task Force member Melissa Millman requested an update on the sign on Jackson Ave. Director Rullman reported that staff is waiting for bids to come back.

Chair Updates: Vice Chair Leah Martinez announced that due to some changes in responsibility at work, she will be submitting her resignation, she will not be in attendance for the November meeting.

XII. Future Agenda Action Items

- November: Draft Mission and Priorities Document Review

Staff reminded TF members to email staff and the chair at least 30 days in advance with agenda requests.

Adjournment: Vice Chair Tom Ferreira adjourned the meeting at 8:59 p.m.