



**DATE:** July 20, 2023

**TO:** Keep Hayward Clean and Green Task Force

**FROM:** Maintenance Services Director

**SUBJECT:** 2024 Meeting Schedule; Cleanup & Beautification Event Calendar; and Community Engagement & Education Event Calendar

### **RECOMMENDATION**

That the Keep Hayward Clean and Green Task Force review, discusses, and approve the attached draft 2024 Meeting Schedule; Cleanup & Beautification Event Calendar; and Community Engagement & Education Event Calendar.

### **SUMMARY**

The Keep Hayward Clean and Green Task Force regularly meets on the 4<sup>th</sup> Thursday of the month, unless otherwise noted; holds quarterly cleanup and beautification events; and participates in several community events throughout the year.

### **BACKGROUND**

The Keep Hayward Clean and Green Task Force (KHCGTF) was established by motion in November 2006 by City Council. Upon completion of the recruitment process and confirmation of its members, the first meeting was held on February 22, 2007.

The purpose of the KHCGTF is to assist City Staff in their efforts to address issues that impact community appearance. Its mission is to preserve the environment and enhance the visual appearance of the City of Hayward through Joint efforts of individuals, volunteer groups, businesses, and municipal resources. Their goal is to preserve the environment and enhance the visual appearance of the city; utilize education and outreach to ensue individuals, volunteer groups, businesses, and municipal resources are involved and participate in keeping our city clean and green; and to suggest, influence, and promote City Ordinances and processes that support a clean and green environment.

To achieve these goals, the KHCGTF meets monthly, and among other things, conducts community cleanup events in support of community improvement goals, and to help solve community appearance issues; participates in community events to utilize education and outreach to ensure community members are involved and aware of programs and resources

available to them; and creates sustaining programs which will preserve the environment and enhance the visual appearance of the City of Hayward through the joint efforts of community members, volunteer groups, businesses, and municipal resources.

## **DISCUSSION**

Attached is the combined proposed monthly meeting schedule, cleanup and beautification calendar, and community engagement & education events calendar for 2024. This document is intended to be used for planning purposes and can be modified as needed upon discussion and input by the KHCGTF.

**Proposed Monthly Meeting Schedule for 2024:** The proposed 2024 meeting schedule consists of seven (7) regular meetings scheduled for the 4<sup>th</sup> Thursday of months, January, February, March, May, August, September, and October; and three (3) special meetings, the 3<sup>rd</sup> Thursday of April, June, and November. There are no meetings scheduled in July or December. The special meetings are scheduled the 3<sup>rd</sup> Thursday of the months April and June to coincide with the Saturday cleanup event and in November due to the conflict with the Thanksgiving Day Holiday. It is worth noting that the June meeting may conflict with the Downtown Street Party. Rescheduling the June meeting to avoid this potential conflict may be difficult given additional potential conflicts with other city meeting bodies. Additionally, the June meeting as mentioned above is scheduled the 3<sup>rd</sup> Thursday of the month to coincide with the June 22, 2024, Cleanup event.

**Proposed Cleanup/Beautification Events Calendar and Locations:** The proposed 2024 cleanup/beautification events calendar is recommended based KHCGTF member feedback from its June 22, 2023, meeting. The proposed locations incorporate various locations throughout the city.

**Proposed Community Engagement & Education Events Calendar:** The proposed 2024 community engagement & education events calendar is recommended based on previous events that the KHCGTF has participated in. Additional events may be added throughout the year. The community events are an opportunity for the KHCGTF to utilize education and outreach to ensure individuals, volunteer groups, businesses, and municipal resources are involved and participate in keeping our city clean and green, by promoting cleanup & beautification events, the Adopt-a-Block program, accessing City run programs for rebates, assistance, and incentives, utilization of Access hayward and other blight and graffiti reporting techniques.

## **FISCAL AND ECONOMIC IMPACT**

The Hayward City Council approved a budget of \$15,000 for Fiscal Year 2024. These funds will be used to improve the quality of life in the City through various cleanup activities and efforts.

## **NEXT STEPS**

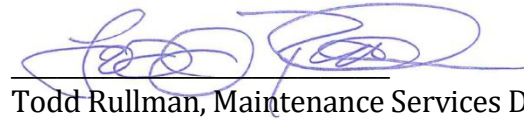
Upon final approval, the 2024 Meeting Schedule, Cleanup & Beautification Event Calendar, and Community Engagement & Education Events Calendar will be finalized and posted on the city

website. Additionally, all meeting dates and cleanups and beatification events, will be posted to the City of Hayward Calendar of Events on the city's website.

*Prepared by:* Colleen Kamai, Administrative Supervisor

*Recommended by:* Rod Affonso, Streets Maintenance Manager

Approved by:

A handwritten signature in blue ink, appearing to read 'Todd Rullman', is written over a horizontal line.

Todd Rullman, Maintenance Services Director