

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Thursday, September 23, 2021

7:00 PM

Remote Participation

Keep Hayward Clean and Green Task Force

COVID-19 Notice: Consistent with State of California Executive Order N-08-21, the Keep Hayward Clean and Green Task Force will be participating in public meetings via phone/video conferencing.

Please note that we are now using the Zoom Webinar platform to conduct meetings and receive live public comment.

How to submit written Public Comment

Send an email to colleen.kamai@hayward-ca.gov by 3:00 p.m. the day of the meeting. Please identify the Agenda Item Number in the subject line of your email. Emails will be compiled into one file, distributed to the Task Force and City staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda. Written comments received after 3:00 p.m. that address an item on the agenda will still be included as part of the record.

How to provide live Public Comment during the meeting:

Please click the link below to join the webinar:

<https://hayward.zoom.us/j/93535759692?pwd=QzBIWkp0WThzczRqNmIHWQ1YkhrUT09>

Passcode: DA4qt*%i

or

Dial: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 205 6099 or +1 301 715 8592
or +1 312 626 6799

Webinar ID: 935 3575 9692

Passcode: 67053157

A Guide to attend virtual meetings is provided at this link:

<https://bit.ly/3jmaUxa>

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS:

The Public Comment section provides an opportunity to address the Task Force on items not listed on the agenda. The Board welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the Board or are within the jurisdiction of the Board as the Board is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.

APPROVAL OF MINUTES

1. [MIN 21-112](#) Meeting Minutes from July 22, 2021

Attachments: [Meeting Minutes 07-22-21](#)

PRESENTATIONS

Monthly Task Force Clean Ups - Jeff Haman & Blytha Bowers

ACTION ITEMS

Financial Report

COMMUNITY CLEANUPS AND UPCOMING EVENTS

Tennyson Rd. & Patrick Ave. (Weekes Park) - 10/23/2021

ANNOUNCEMENTS AND UPDATES

Council Member Updates
Staff Updates
Chair Updates

ADJOURNMENT

NEXT MEETING – To be announced

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.



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File #: MIN 21-112

DATE: September 23, 2021

TO: Keep Hayward Clean and Green Task Force

FROM: Todd Rullman, Maintenance Service Director

SUBJECT

Meeting Minutes from July 22, 2021

RECOMMENDATION

Approve the July 22, 2021, regular meeting minutes.

SUMMARY

Enter Summary

ATTACHMENTS

I. Meeting minutes from July 22, 2021



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
Remote Participation
July 22, 2021

I. Call to Order

Meeting called to order by Chair Manzo at 7:00 p.m.

II. Pledge of Allegiance

Pledge of Allegiance led by Chair Manzo

III. Roll Call

City Council & Staff: Council Member Andrews; Todd Rullman, Rod Affonso, Streets Maintenance Manager; Elizabeth Scott, Acting Administrative Supervisor; and Cecilia Melero, Senior Secretary

Task Force Members Present: Blytha Bowers, Raul Chavez, Jeffrey Haman, Rodney Hankins, Chuck Horner, Ron Maldonado, Bert Manzo, Reanne Meighan, Edward Moore, Adithya Naresh, Debra Patton, Chiemeka Okoronkwo, Melissa Milleman, Jessica Stanley, Jason Yeates, and Jean-Yee Yu

Task Force Members Absent: Danielle Dedrick, Wilfredo Hoffer, Esther Lopez, Adam Murphy, Krysta Penfield, Alejandro Quezada, Gerald Sannebeck, and Scott Schroder

Youth Commission Liaison: None

IV. Public Comments

Kimberly DeLand, former Administrative Supervisor said her final farewell before leaving for retirement

V. Approval of Meeting Minutes from June 24, 2021

It was motioned/seconded by Task Force Member Yee-Yu and Jerry Sannebeck and passed by majority vote to approve the June 24, 2021, meeting minutes 15:0:1: (2 absent)

VI. Presentations

a. Financial Report

VII. Elizabeth Scott: There are no additional purchases since last month.

a. Event Planning Update

Task Force Member Naresh: Asked for more volunteers for cleanup event.
Took names for additional duties:

- Sign up Duties: Chavez, Patton, Milleman, Moore, Yeates, Sannebeck
- Tent Area: Chavez, Haman (introduce Adopt-A-Block), Stanley, Maldonado
- Pick up breakfast items/ Lunch pick up: Moore & Manzo
- Photography & uploading on Google Drive: Patton/ Sannebeck/Manzo
- Clean up/ Return supplies to trailer: Task force members
- Hand out Vest/ Gloves: Lopez, Sannebeck

b. Policy Update

Chair Member Manzo: Letter to business owners from the Task Force ask them to participate in Adopt-A-Block and parking lot clean up. (Sample of Letter was shared with group).

Rod Alfonso: Shared information regarding Access Hayward, confirmed that trailer was stocked and ready to go for event.

c. Beautification Update

Vice Chair Stanley: No updates on Beautiful Yard Contest.

VIII. Action Items

a. 2022 Meeting & Beatification Event Calendar

Chair Manzo: Kennedy Park does not have a set date for opening, so will not be added to the calendar just yet. Areas along water ways

Task Force Member Sannebeck: Hayward Shoreline was suggested as a location in the future, suggested to remove street parties from mandatory events.

Task Force Member Milleman: Requested that all documents shared during the meeting be sent to members or posted on the website.

Director Rullman: Will review the Bylaws regarding attendance.

Discussion:

It was motioned/seconded by Task Force Members Jason and Jerry and passed by majority vote to table the 2022 Meeting & Beatification Event Calendar as is. 19:0:0

IX. Community Cleanups and Upcoming Events

a. Giuliani Plaza – 07/24/21

Chair Manzo: We went to the Giuliani Plaza yesterday to look at the area. One concern I had was navigating into the parking lot. Street signs will help direct volunteers to the site. We decided to stage in front of the old City Hall building. There is a platform that has an area for the tent. It is also ADA compliant with ramps on both sides. The way the area is shaped, we can have volunteers enter one side, pass through, and exit the other side, so we can keep everyone safely distanced. We suggest that members arrive by 7am.

Rod mapped out an area where we will have the trash dump. City staff will block off the parking stalls, so we have an area to place our trash.

Please bring safety vest and if you like to wear the KHCG t-shirt that was provided

b. Tennyson Rd & Patrick Av (Weekes Park) - 10/23/21

Chair Manzo: The next event will be at Tennyson Road and Patrick Avenue, and we will stage at Weekes Park. We will have a beautification event at the Weekes Library.

Director Rullman: Planting and tools will be provided by the City.

Announcements/Updates

a. Council Member Updates

Council Member Andrews:

National Night Out with Police Department: 8/3 5pm.

Glass brook Elementary Clean up: BBQ will be provided after event

Heritage Park is open and invites people to walk through

HUSD informed about clean up happening on 07/24/2021

Urban Water Management Plan: recommended they connect with KHCG with drought tolerant landscaping

b. Staff Update

Director Rullman: 6-million-dollar request to the state of California, submitted for rehab medians and drought tolerant plants on Jackson, Hesperian, Industrial, Harder and part of A Street

Streets Maintenance Manager Affonso: Nothing to report

c. Chair Updates:

X. Adjournment (8:17 pm)

FY2022 Financial Report as of September 8, 2021

KHCG Expenditures

Date	Individual/Organization	Items	Expenses	Credits	Budget Balance
07/01/21	Credit: Budget Allocation			\$5,000.00	\$5,000.00
07/01/21	Verizon Wireless	Surface Pro Annual Data Service	\$460.00		\$4,540.00
07/29/21	Eco Party Time	Seed Bombs (August Street Party)	\$168.95		\$4,371.05
07/29/21	Oriental Trading Company	Supplies (August Street Party)	\$59.44		\$4,311.61
07/24/21	Panera	Food for July Event	\$901.45		\$3,410.16
		Total Credits:		\$5,000.00	
		Total Expenses:	\$1,589.84		
		Total Remaining in Budget:			\$3,410.16

NOTE Expenditures do not include the following:
Purchases that have not yet been added to the system

Allocations Made for Specific Projects Fiscal Year 2022

Date	Individual/Organization	Amount	Comments
07/24/21	BEAUTIFICATION EVENT FOOD	\$1,000.00	amount 901.45
10/23/21	BEAUTIFICATION EVENT FOOD	\$1,000.00	
01/22/22	BEAUTIFICATION EVENT FOOD	\$1,000.00	
03/26/22	BEAUTIFICATION EVENT FOOD	\$1,000.00	
	TOTAL	\$4,000.00	

Remaining Budget \$3,410.16

Allocations \$4,000.00

Balance (\$589.84)

Streets Expenditures

Date	Individual/Organization	Items	Expenses		
07/14/21	Hanson & Fitch	Washroom/ Hand Washing Station	\$373.83		(\$373.83)
		Total Expenses:	\$373.83		