

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, May 26, 2022

7:00 PM

Remote Participation

Keep Hayward Clean and Green Task Force

COVID-19 Notice: Consistent with Assembly Bill 361/Gov Code 54953(e), the Keep Hayward Clean and Green Task Force meeting includes teleconference participation by all Keep Hayward Clean and Task Force members and the public.

How to submit written Public Comment:

Send an email to colleen.kamai@hayward-ca.gov by 1:00pm 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 1:00p.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/83416122695?pwd=QUdoakQyMXUrblo2RERxclI2dIRjUT09>
Webinar ID: 834 1612 2695 Password: f?U16n=7

Or join by phone: US: 1-888-788-0099
Webinar ID: 834 1612 2695 Password: 68661168

A guide to attend virtual meetings is provided at this link: <https://bit.ly/2jmaUxa>

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

[MIN 22-074](#) Meeting Minutes from February 24, 2022.

Attachments: [Attachment I Draft Meeting Minutes 02/24/2022](#)

[MIN 22-075](#) Meeting Minutes from March 24, 2022.

Attachments: [Attachment I - Meeting Minutes 03/24/2022](#)

[MIN 22-076](#) Meeting Minutes from April 21, 2022

Attachments: [Attachment I - Draft Meeting Minutes 04/21/2022](#)

ACTION ITEMS/INFORMATIONAL ITEMS

Financial Report

Recruitment Interview Panel - Subcommittee

Subcommittee Reports/Updates

COMMUNITY CLEANUPS AND UPCOMING EVENTS

7/23/22 Beautification Event (Heritage Plaza 835 C Street - Downtown Area)

10/22/22 Beautification Event (Tennyson Park, 28377 Huntwood Ave. - Tennyson/Alquire Neighborhood)

2023 Beautification Event Schedule

ANNOUNCEMENTS AND UPDATES

Council Updates

Chair Updates

Staff 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 22-074

DATE: May 26, 2022

TO: Keep Hayward Clean and Green Task Force

FROM: Todd Rullman, Maintenance Services Director

SUBJECT

Meeting Minutes from February 24, 2022.

RECOMMENDATION

Approve the February 24, 2022, regular meeting minutes.

SUMMARY

The Keep Hayward Clean and Green Task Force held a meeting on February 24, 2022, and the draft minutes are attached for review and approval. The draft minutes were not passed as part of the March 24, 2022, or the April 21, 2022 meetings due to a lack of quorum.

ATTACHMENTS

Attachment I - 02/24/22 Draft Meeting Minutes



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
Remote Participation
February 24, 2022

I. Call to Order

Meeting called to order by Vice Chair Jessica Stanley at 7:02 p.m.

II. Pledge of Allegiance

Pledge of Allegiance led by Blytha Bowers

III. Roll Call

City Council & Staff: Council Member Andrews; Todd Rullman Maintenance Director, Rod Affonso Streets Supervisor, Colleen Kamai Administrative Supervisor; and Elizabeth Scott, Senior Secretary, Nicole Grucky

Task Force Members Present: Blytha Bowers, Tom Ferreira, Jeff Haman, Chuck Horner, Douglas Mansel, Leah Martinez, Melissa Milleman, Edward Moore, Shingo Nagae, Adithya Naresh, Jessica Stanley, Linda Xu, Jason Yeates, Jean-Yee Yu

Task Force Members Absent: Canice Adom, Michael Chand, Raul Chavez, Caleb Davis Mohaned Elwali, Rodney Hankins, Wilfredo Hoffer, Esther Lopez, Ron Maldonado, Bert Manzo, Reanne Meighan, Debra Patton, Krysta Penfield

Youth Commission Liaison: None

IV. Public Comments:

Task Force Member Jeff Haman thanked other task members who met for the off schedule clean up and reported that the group cleaned the area of Jackson Street. He added that they will try to do another off schedule clean up sometime in May.

Rick Hatcher, Vice President of the Hayward Area Recreation and Park District Board of Directors introduced himself. Mr. Hatcher thanked the task force members for their efforts in the community. Mr. Hatcher pledged, in coordination through the Hayward Local Agencies Committee, to work on coordinated efforts between the park department, city and school district to green our agencies and community.

V. Presentations

Annual Community-Wide Earth Day Clean-Up Event: Sustainability Specialist Nicole Grucky reported that the City-wide Annual Clean-up Day event is scheduled for April 23, 22. She added that

due to the pandemic, the Community Fair or DJ will be removed from the program this year and lunch will be to-go. Nicole added that staff is in the beginning planning stages and clarified that the task force will be allowed to setup an informational table. Task Force members interested in serving on the planning committee for this event were asked to email Nicole directly.

VI. Approval of Meeting Minutes from January 20, 2022

It was motioned/seconded by Task Force Members Chuck Horner and Jeff Haman and passed by majority vote to approve the January 20, 2022, meeting minutes. 14:00 (13 absent)

VII. Informational Items:

Financial Report: The Financial Report was reviewed.

Sub-Committee Assignments and Updates:

Beautification Sub Committee – TF member Jean-Yee Yu reported that the subcommittee has met and established a timeline for the Beautiful Yard Contest. Several yards have already been identified and program related documents have been updated. Staff clarified that the Lawn Conversion Rebate program is active.

Community Events/ Planning Sub Committee – TF member Jeff Haman reported that the subcommittee discussed organizing event supplies in preparation for upcoming events. The group is currently preparing for Earth Day in April, three Street Parties, June, July, and August, and Science in the Park in October.

Education – TF member Jeff Haman reported the subcommittee met and came up with three ideas to educate the community during cleanup events and other community events. They've reached out to Tri-CED, Waste Management, and Oro Loma for informational handouts. The group is also working on information related to storm drains and native plants and insects. They are also talking with the library to have the bookmobile at upcoming cleanup events.

Adopt a Block – TF member Jeff Haman reported the subcommittee is concentrating on communicating with current participants, making sure they are aware of events and activities like Make a Difference Day and Earth Day, making sure they have their adopt-a-block sign, and how to request supplies. The subcommittee is also focusing on ways to bring in new participants, including recording an informational video and advertising more on City communications like the leaflet and The Stack.

Vice Chair Jessica Stanley added that Chair Manzo asked her to mention that they would like to incorporate some games that were created by a local community member at upcoming events. She added that the Event Planning subcommittee discussed taking the lead on setting up logistics by reaching out to other committees to assign roles for upcoming cleanup events.

Community Cleanups and Upcoming Events

Vice Chair Stanley reviewed the list of upcoming events; 3/26/22, 4/23/22 Citywide Cleanup, 7/23/22 and, 10/22/22. She added that communication for the March 26 logistics will be send via email to the subcommittees.

Announcements/Updates

Vice Chair Stanley shared an announcement on behalf of Chair Manzo acknowledging Caltrans for doing litter removal and landscaping projects at I 880 and 92.

Director Rullman announced that in person meetings for Boards and Commissions will likely return to hybrid style meetings after Council recess in August. He added that the Tennyson Corridor Beautification project will wind down with a planting event in the median between Hesperian and Sleepy Hollow as part of the March 26 task force cleanup event.

Task Force Member Melissa Millman asked staff to clarify how areas are selected for planting events and if task force members can make recommendations. Director Rullman encouraged task force members to email staff with recommendations. He added that once the task force identifies their annual cleanup locations, staff will assess the selected locations to identify beautification projects that can be included as part of the cleanup event. Rod Affonso added that staff also assesses the need for irrigation.

Council Member Andrews, acknowledged Assembly Member Bill Quirk and Caltrans for their work cleaning up the freeways. She encouraged task force members to report unkept freeway areas directly to Caltrans. Council Member Andrews said she is excited to hear that the Beautiful Yard Contest is underway and mentioned that the Hayward Youth Commission is another platform to get the word out about cleanup events. CM Andrews advised that she will miss every other task force meeting, as she was recently appointed to serve on the Bay Area Water Supply Conservation Agency, which meets every other month the same night as the Task Force. Finally, she said, if the task force wants to see more public art in the City, the Policy Subcommittee should advocate for it ahead of Council's budget session in the Summer.

Task Force Member Tom Ferreira invited task force members to join him at Industrial Blvd. for a cleanup with Council Member Francisco Zermeno on Saturday 2/26 at 8:30am.

VIII. Adjournment 7:58 pm



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File #: MIN 22-075

DATE: May 26, 2022

TO: Keep Hayward Clean and Green Task Force

FROM: Todd Rullman, Maintenance Services Director

SUBJECT

Meeting Minutes from March 24, 2022.

RECOMMENDATION

Approve the March 24, 2022, regular meeting minutes.

SUMMARY

The Keep Hayward Clean and Green Task Force held a meeting on March 24, 2022, and the draft minutes are attached for review and approval. The draft minutes were not passed as part of the April 21, 2022, meeting due to a lack of quorum.

ATTACHMENTS

Attachment I - 03/24/22 Draft Meeting Minutes



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
Remote Participation
March 24, 2022

I. Call to Order

Meeting called to order by Chair Bert Manzo at 7:02 p.m.

II. Pledge of Allegiance

Pledge of Allegiance led by Melissa Milleman

III. Roll Call

City Council & Staff: Council Member Andrews; Todd Rullman Maintenance Director, Rod Affonso Streets Supervisor, Colleen Kamai Administrative Supervisor; and Elizabeth Scott, Senior Secretary

Task Force Members Present: Tom Ferreira, Jeff Haman, Rodney Hankins, Ron Maldonado, Douglas Mansel, Bert Manzo, Leah Martinez, Reanne Meighan, Melissa Milleman, Edward Moore, Shingo Nagae, Jessica Stanley, Jason Yeates, Jean-Yee Yu

Task Force Members Absent: Canice Adom, Blytha Bowers, Michael Chand, Raul Chavez, Caleb Davis, Mohaned Elwali, Wilfredo Hoffer, Chuck Horner, Esther Lopez, Adithya Naresh, Debra Patton, Krysta Penfield, Linda Xu,

Youth Commission Liaison: Athena Herrera, Sophia Arajujo, Isabelle Milanes

IV. Public Comments:

Task Force Member Jeff Haman mentioned May 21st will be the next off the grid clean up, considering. A Street, Mission, Foothill, and Tennyson and asked other members to email Chair Manzo if they have areas to suggest.

V. Approval of Meeting Minutes from February 24, 2022

Approval of February 24, 2022, meeting minutes postponed to April meeting due to lack of a quorum.

VI. Informational Items:

Financial Report: The Financial Report was reviewed.

Sub-Committee Assignments and Updates:

Beautification Sub Committee – TF member Jean-Yee Yu reported that the first group of nominations were mailed, and two homeowners have accepted and have received their yard signs.

Hesperian/ Phillips could be a spot for beautification.

Community Events/ Planning Sub Committee – TF member Jeff Haman Thank you for cleanup and organize the shed in the Corp yard. Food will be snacks instead of box lunches

Adopt a Block Sub Committee – TF member Jeff Haman reported the subcommittee is working with staff to create a video for Adopt a Block and advertisement in the Stack. Director Rullman reported that he will meet with internal staff in the coming week to discuss logistics for creating a video.

Education Sub Committee: TF member Melissa Milleman reported the subcommittee is working on games and information for upcoming events. They have arranged to have a 3D Storm Water model for the City Wide Clean up Event. TF Jason Yeates added that he's working with Environmental Services staff to borrow the model from another organization for upcoming TF events. TF member Haman mentioned that the storm drain model and efforts to educate residents coincides with efforts the Adopt-a-Block subcommittee is working on to add storm drain cleaning to the program.

Policy Sub Committee: TF member Jason Yeates asked subcommittee members to connect to discuss supporting public art.

VII. Community Cleanups and Upcoming Events

3/26/22 Beautification Event (Mt. Eden Park, 2451 W. Tennyson Rd. - Glen Eden Neighborhood): TF members discussed logistics and assignments. Director Rullman reported that staff anticipate planting thirty-five trees and approximately two hundred five-gallon plants in the median on Tennyson between Hesperian Blvd. and Sleepy Hollow Ave.

4/23/22 Citywide Cleanup & Community Engagement Fair (Weekes Park): Chair Manzo reported that the event this year is scaled back due to COVID-19 precautions. He added that the task force will have help with grabber and bag distribution and hosting an informational table.

7/23/22 Beautification Event (Heritage Plaza 835 C Street - Downtown Area): No new information to report.

10/22/22 Beautification Event (Tennyson Park, 28377 Huntwood Ave. - Tennyson/Alquire Neighborhood): No new information to report.

Downtown Street Parties: Chair Manzo talked briefly about the Downtown Street Parties and will keep task force members updated.

VIII. Announcements/Updates

CM Andrews acknowledged the work the subcommittees are doing and acknowledged and welcomed the Youth Commissioner representatives for attending. CM Andrews reminded and encouraged the task force to submit a letter supporting public art. She provided an update from her first meeting attending the Bay Area Water Supply Conservation Agency meeting and talked briefly about existing

Planned Core Conservation Programs for FY 2022-23, she encouraged task force members to view information at www.BAWSCA.org. CM Andrews added that she is excited to hear that the Beautiful Yard Contest is underway.

Chair Manzo reported that he recently partnered with the Hayward Area Recreation and Park District on a cleanup and beautification event. He mentioned Oro Loma Sanitation District is hosting a cleanup even in a couple of weeks in the Ashland area. Lastly, he talked about the “Bruce Wolfe” scholarship, offering \$5,000 to anyone in the wastewater field advocating for clean wastewater, task force members can find information at ebda.org.

Vice Chair – Jessica Stanley talked about the People’s Budget Project. The program will fund community-led community-building projects.; under the project, the City is divided up into five or six districts depending on population size and income level. Community members were recruited to help facilitate the project and engage the public to develop ideas. She reported that it’s at the end stages, within the next one to two months there will be public outreach to determine which projects they’d like to see happen. She will provide more information as it becomes available. CM Andrews added that information about the project is available on the city website.

Director Todd Rullman reported that the Task Force Budget FY2023 is anticipated to be \$15K.

Streets Manager Rod Affonso talked about logistics for the 3/26 cleanup event. Parking is available on the Tennyson side of the park, he added that No Parking signs will be posted in front of the staging area. He asked that task force members be mindful of traffic in the area and added that the eastbound and westbound lanes of travel will be closed on Tennyson between Hesperian and Sleepy Hollow to allow a safety buffer for the median beautification project.

I. Adjournmen7:52p.m.



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File #: MIN 22-076

DATE: May 26, 2022

TO: Keep Hayward Clean and Green Task Force

FROM: Todd Rullman, Maintenance Services Director

SUBJECT

Meeting Minutes from April 21, 2022

RECOMMENDATION

Approve the April 21, 2022, regular meeting minutes.

SUMMARY

The Keep Hayward Clean and Green Task Force held a meeting on April 21, 2022, and the draft minutes are attached for review and approval.

ATTACHMENTS

Attachment I - 04/21/22 Draft Meeting Minutes



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
Remote Participation
April 21, 2022

I. Call to Order

Meeting called to order by Chair Bert Manzo at 7:02 p.m.

II. Pledge of Allegiance

Pledge of Allegiance led by Tom Ferreira

III. Roll Call

City Council & Staff: Council Member Andrews; Todd Rullman Maintenance Director, Rod Affonso Streets Supervisor, and Colleen Kamai Administrative Supervisor

Task Force Members Present: Blytha Bowers, Caleb Davis, Mohaned Elwali,, Tom Ferreira, Jeff Haman, Rodney Hankins, Chuck Horner, Douglas Mansel, Bert Manzo, Melissa Milleman, Shingo Nagae, Debra Patton, Jessica Stanley, Linda Xu, Jason Yeates, Jean-Yee Yu

Task Force Members Absent: Canice Adom, Michael Chand, Raul Chavez, Wilfredo Hoffer, Esther Lopez, Ron Maldonado, Adithya Naresh, Leah Martinez, Reanne Meighan, Edward Moore, Krysta Penfield

Youth Commission Liaison: Athena Herrera

IV. Public Comments:

Task Force Member Jason Yeates talked about attending the Mobile Trash Depot Day and thanked staff for the efforts organizing the event.

Task Force Member Jeff Haman mentioned May 21st will be the next off the grid clean up and encouraged task force members to attend.

V. Approval of Meeting Minutes from February 24, 2022

It was motioned/seconded by Task Force Members Doug Mansel and Chuck Horner. The minutes were not approved due to lack of a quorum.

VI. Approval of Meeting Minutes from March 24, 2022

It was motioned/seconded by Task Force Members Doug Mansel and Chuck Horner. The minutes were not approved due to lack of a quorum.

VII. Informational Items:

Financial Report: The Financial Report was reviewed. TF Jeff Haman reminded task force members to let staff know if there are any items that need to be ordered before the end of the fiscal year.

Sub-Committee Assignments and Updates:

Beautification Sub Committee – TF member Jean-Yee Yu reported that the contest is going well, additional yards have been notified and the committee is working on a Beautiful Yard Contest poster board to use at upcoming events. Jean talked about possibly purchasing a digital photo frame to display nominated yards. She also mentioned that the committee is looking at ways the task force can support senior residents with yard work.

Community Events/ Planning Sub Committee – TF member Jeff Haman reported the committee is planning for the upcoming Earth Day Event. TF members were encouraged to email Jeff if they are interested in volunteering.

Adopt a Block Sub Committee – TF member Jeff Haman reported that the sub committee will be meeting in a couple weeks, no new information to report at this time.

Education Sub Committee - TF member Melissa Millman reported that she is working on gathering native plant information, TF member Jason Yeates has been working on storm water information and clean water activity booklets for upcoming events and TF member Jeff Haman is working on a recycling game. TF member Jeff Haman mentioned several volunteers will be needed to assist with these efforts at the upcoming Earth Day Event.

Policy Sub Committee – There were no updates at this time.

VIII. Community Cleanups and Upcoming Events

4/23/22 Citywide Cleanup & Community Engagement Fair (Weekes Park): Chair Manzo reminded task force members of the event timeline, logistics, and encouraged members to volunteer to help staff the event. He added that the task force will be supporting the city with this event.

7/23/22 Beautification Event (Heritage Plaza 835 C Street - Downtown Area): Chair Manzo mentioned this event should be a good event as it coincides with the Farmers Market and will be a good opportunity for the education committee.

10/22/22 Beautification Event (Tennyson Park, 28377 Huntwood Ave. - Tennyson/Alquire Neighborhood): No new information to report.

IX. Announcements/Updates

Council Member Andrews mentioned voting for the People's Budget is online May 1 through May 15, task force members were encouraged to visit the website to submit their vote. She also mentioned the Council has a Budget Workshop on May 14th and suggest the task force work with Director Rullman if they are interested in submitting a letter in support of public art.

Chair Manzo reported that recruitment interviews will take place in July, an agenda item will be added to the May agenda to select a subcommittee to serve on the interview panel. Chair Manzo reviewed attendance requirements. Chair Manzo announced that he will not seek reappointment.

Director Todd Rullman thanked Chair Manzo for his dedication to the community and serving on the task force. He reported that the task force budget is anticipated to return to the normal level of \$15,000 in Fiscal Year 2023. Director Rullman also provided information about Illegal Dumping Pilot Programs.

Council Member Andrews added that as part of ongoing contract negotiations with Waste Management staff is looking at ways to better communicate the availability of free services, such as the free bulky pick-up, to residences, particularly multi-family residences.

I. Adjournment 7:54p.m.

FY2022 Financial Report as of May 19, 2022

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
10/23/21	Erik's Deli	Food for October Event	\$1,000.00		\$2,410.16
03/22/22	Costco	Snacks for March Event	\$160.35		\$2,249.81
04/11/22	CEC Print Solutions	Business Cards	\$86.94		
05/16/22	Tom Ferreira	Donuts for Earth Day Event	\$38.00		
05/16/22	Costco	Three New Folding Tables	199.32		
		Total Credits:		\$5,000.00	
		Total Expenses:	\$3,074.45		
		Total Remaining in Budget:			\$1,925.55

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
5/16/2022	TF Member Vests w/Logo	\$250.00	
5/16/2022	TF Member Name Badge	\$200.00	
	TOTAL	\$450.00	

Remaining Budget \$1,925.55

Allocations \$450.00

Balance \$1,475.55

Streets Expenditures

Date	Individual/Organization	Items	Expenses		
07/14/21	Hanson & Fitch	Washroom/ Hand Washing Station	\$373.83		
10/23/21	Erik's Deli	Food for October Event	\$1,005.00		
10/23/21	Hanson & Fitch	Washroom/ Hand Washing Station	\$474.85		
		Total Expenses:	\$1,853.68		