



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
Remote Participation
May 27, 2021

I. Call to Order

Meeting called to order by Chair Manzo at 7:01 p.m.

II. Pledge of Allegiance

Pledge of Allegiance led by Task Force Member Sannebeck

III. Roll Call

City Council & Staff: Council Member Andrews; Todd Rullman, Director of Maintenance Services; Rod Affonso, Streets Maintenance Manager; Kimberly DeLand, Administrative Supervisor; and Cecilia Melero, Senior Secretary

Task Force Members Present: Blytha Bowers, Raul Chavez, Jeffrey Haman, Rodney Hankins, Wilfredo Hoffer, Chuck Horner, Esther Lopez, Ron Maldonado, Bert Manzo, Melissa Milleman, Edward Moore, Adam Murphy, Chiemeka Okoronkwo, Debra Patton, Gerald Sannebeck, Jessica Stanley, Jason Yeates, and Jean-Yee Yu

Task Force Members Absent: Danielle Dedrick, Reanne Meighan, Adithya Naresh, Krysta Penfield, Alejandro Quezada, and Scott Schroder

Youth Commission Liaison: None

Guest (Visitor Sign-In): Kailyn Klotz

IV. Public Comments

None

V. Approval of Meeting Minutes from April 22, 2021

It was motioned/seconded by Vice Chair Haman and Task Force Member Sannebeck and passed by majority vote to approve the April 22, 2021 meeting minutes 16:02 (6 absent).

VI. Presentations

a. Financial Report

Kimberly DeLand: There are no additional purchases since your last month.

VII. Action Items

None

VIII. Community Cleanups and Upcoming Events

a. Giuliani Plaza – 07/24/21

Chair Manzo: July 24th is the cleanup at Giuliani Plaza. We changed the location from Heritage Plaza to Giuliani Plaza. As Todd mentioned last month, it made more sense to move the location of our event.

I was reviewing the sub-committees. I will partner with all the sub-committees in the next week or two to have meetings. I would like the Planning Committee, Community Engagement, Adopt-A-Block, and Beautification sub-committees update the task force at the next meeting.

The digital flyers for the July Event have been created. I would like to get the flyer into as many hands as possible. Any questions about this event?

Discussion: What time is the event?

Chair Manzo: The events are 8:00 AM to 12:00 PM. The Task Force arrives between 7:00 and 7:30 AM to setup so we are ready to go when volunteers arrive. We will setup keeping everyone socially distanced with table, tents, gloves, and sanitizer. Do we have the table layout? The layout of the tables will allow Task Force Member to socially distance at the event and allow volunteers to flow through the line to get their gloves and grabbers.

I was looking through the sub-committees and I have AJ as Event Planning Chair; Debra as the Community Engagement Chair; Jeff is the Adopt-A-Block Chair; and Jessica is the Beautification Chair. I want to set up meetings with the sub-committees between now and the next meeting.

Discussion: Can we bring other community members to help? Yes, please feel free to bring someone or a volunteer group to the event.

Heritage Plaza, is that where the old library used to be? Yes.

What is the new space like?

Director Rullman: It is an open-air plaza, it has a walk path through the plaza, and there is a grass area. The long-term vision is to allow community events that use to take place at the City Hall Plaza, potentially the Farmers Market or the Blues Festival, to move over to Heritage Plaza. At this point, I suggested moving the event to Giuliana Plaza.

Streets Maintenance Manager Affonso: We can place the message boards in couple of locations to promote the event. We should talk about parking and traffic flow to the parking area.

Chair Manzo: Will the parking garage be sufficient parking for the Task Force Members? Or does Giuliana Plaza have adequate parking?

Director Rullman: There is a good size parking lot by the playground. There are probably 40-50 stalls at the lot as well as spaces behind old City Hall. If it looks like parking is a premium, we can direct volunteers to the parking garage or a muni lot.

Are we bringing in bathrooms?

Kimberly DeLand: I can order some portable restrooms for the event.

Streets Maintenance Manager Affonso: We should post the parking lot with “Event Parking” in advance.

Discussion: Is there an average number of volunteers to attend the events? Are the numbers different from pre-Covid vs. post-Covid? Do we expect more volunteers since the last few events were cancelled?

Chair Manzo: This is one of the first events that is being hosted in a while. The attendance at the previous events depended on location and time of year. We partner with Cal State East Bay on some events which will bring more volunteers.

Discussion: We may want to check with the Veteran’s Hall to make sure they do not have an event there. Task Force Member Horner will contact Veteran’s Hall to see if they have any events scheduled.

Is our event going to be a conflict with the Farmer’s Market? How is the setup going to affect registration and protective gear?

Chair Manzo: I am hoping we are at a location that does not conflict with the Farmer’s Market. The registration can be done online prior to the event. However, we may have some who show up to the event without registering. We will have hand sanitizer at the event, and we can sanitize the pens that we hand out. Gloves are the first item that volunteers will get at the event.

Kimberly DeLand: We usually have online ‘day of’ registration. I will verify with our Media team that they will have the ‘day of’ registration available and the volunteers can register directly from their phone.

Discussion: Is the parking garage the one that may conflict with the Farmers Market?

Chair Manzo: Yes. Todd indicated there is parking behind the old City Hall and there is street parking. Hopefully, we will confirmation that there are no events at the Veterans’ Hall on the same day as our event. We will also have the message boards directing volunteers to the event.

Discussion: What is the focus area of the cleanup? Downtown and the surrounding neighborhoods.

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

Chair Manzo: This event will be at Tennyson Rd. & Patrick Ave. Thank you, Blytha, for forwarding information that Cal State East Bay may partner with the Task Force on this event. Historically, we have seen a good turnout when Cal State East Bay partners with us. This is for Make a Difference Day.

Discussion: Is there any way we can get the high school students who need community service hours to help at the events?

Chair Manzo: In the past, we had contacts with Hayward Unified School District. If anyone has contacts at the school district, we should reach out to them.

Discussion: Youth and Family Services Bureau at the Police Department to see if they have anyone who would like to participate from there.

That was part of the plan for Community Engagement.

Yes, we should foster some of those relationships.

Director Rullman: We are working on a planting event for the October event and plant around the library since the median on Tennyson Rd was completed.

Chair Manzo: Should we start thinking about serving food at the events? Maybe pre-packaged snacks?

Director Rullman: In discussions with the EOC to get clearance for this event, I let them know that we plan to provide lunch to all volunteers, but it will be in a box form. Volunteers will take the box lunch with them to eat in the car or somewhere else. Hopefully by October we can get back to a community event where we have a DJ, music, and food.

Kimberly DeLand: I know that Erik's Deli and Panera Bread offer boxed meals.

Announcements/Updates

a. Council Member Updates

Council Member Andrews: I am planning a Juneteenth Celebration. It is a job resource/wellness fair in front of City Hall on June 19th. I want thank staff for helping me organize this event. You are welcome to join this event. It will be next to Farmers Market on June 19th from 10 AM to 2 PM. If you would like to volunteer, please contact me.

Councilmember Marquez adopted a block this week and she posted it on social media. I have been encouraging our colleagues to Adopt-A-Block in Hayward. The Planning Commission is continuing to add more blocks as conditions of approval.

I want to work with the Bubba and Todd to coordinate with the department that plants the trees so I can refer tree planting request to the appropriate staff.

If we can put mural boxes on our radar that will be great.

b. Staff Update

Director Rullman: Tree planting is done out of Maintenance Services Department. The City of Hayward, HARD, and HUSD has an annual goal to plant 1,000 trees on public and private property. We can put together a referral form so you can refer tree planting requests in an empty tree well or planter strip.

Discussion: There is a control box on Tennyson Road and the mural is peeling off. Who do I refer this to for repair/replacement? Send to Todd Rullman.

c. Chair Updates:

Chair Manzo: I am looking forward to the cleanup. Is there anyone who has any questions the Task Force. Do you have any questions about the agenda or any other questions?

Discussion: Regarding the food for our first event...does the Task Force purchase the food or do we partner with food vendors/restaurants to donate food? I am excited to start working the sub-committees and tackle some of our goals.

Chair Manzo: Yes, we have a portion of our budget allocated for the purchase of food for the events.

Discussion: Since we are on public forum, if we want to add something to the agenda, can you explain the types of things we would discuss as an agenda item?

Chair Manzo: There can be any number items to discuss, such as a mural box, planting trees, related to City policy, if it fits within the scope of the Task Force.

Discussion: What was the outcome of the railroad letter?

Chair Manzo: We did not draft a letter to the railroad and the City is working with the railroad. We did send a letter to Caltrans and we did get a response from Caltrans and they are focusing on cleanups in the area.

Council Member Andrews: Yes, a letter was sent to Caltrans. Assembly Member Bill Quirk received feedback from a couple of Council Members and he went out the next day and cleaned up. It seems like they been keeping up with the cleanups at Tennyson Road and A Street exits. Caltrans has limited staff that maintains the region between five different cities.

Director Rullman: That information is accurate. We had a camp off the Winton Ave off-ramp and Caltrans took care of it within two weeks.

The City of San Jose had been in litigation with the railroad as well. The City of San Jose and Union Pacific Railroad came to an agreement on an MOU to jointly share resources and do some cleanups on the track. We are working with the railroad and it is on our radar.

Discussion: There is still a mess on the eastside of Tennyson Road on the 880 offramp going northbound.

Director Rullman: We will refer this to Caltrans.

Kimberly DeLand: I want to go back to the agenda item topic. If anyone has an item to add to the agenda, please email me know by the end of the month prior to the meeting.

Chair Manzo: I will get together with Jeff and Jessica and we will go over sub-committees, send out some assignments, descriptions, ask if there are any questions related to sub-committees.

IX. Adjournment (7:48 pm)