



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
Remote Participation
September 23, 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 Blytha Bowers

III. Roll Call

City Council & Staff: Council Member Andrews; Todd Rullman Maintenance Director, Colleen Kamai Administrative Supervisor; and Cecilia Melero, Senior Secretary

Task Force Members Present: Canice Adom, Blytha Bowers, Raul Chavez, Mohmed Elwali, Tom Ferreira, Jeffrey Haman, Chuck Horner, Douglas Mansel, Bert Manzo, Leah Martinez, Reanne Meighan, Melissa Milleman, Shingo Nagae, Adithya Naresh, Debra Patton, Gerald Sannebeck, Jessica Stanley, Linda Xu, Jason Yeates, and Jean-Yee Yu

Task Force Members Absent: Michael Chand, Caleb Davis, Rodney Hankins, Wilfredo Hoffer, Esther Lopez, Ron Maldonado, Edward Moore, Adam Murphy, Chiemeka Okoronkwo, and Krysta Penfield

Youth Commission Liaison: None

IV. Public Comments:

Maintenance Services Director Todd Rullman introduced Colleen Kamai as the new Administrative Supervisor for Maintenance Services and clerical support to the task force.

Task Force Chair Manzo introduced himself and invited TV vice chairs and new TF members to introduce themselves.

Task Force member Jerry Sannebeck mentioned that the City of Union City is starting a Green Task Force and asked staff to find out if KHCG can accept monetary donations from residents.

V. Approval of Meeting Minutes from July 22, 2021

It was motioned/seconded by Task Force Member Chuck Horner and Jeff Haman to approve the July 22, 2021, meeting minutes. After a vote, call to order, and subsequent recount, it was determined that the motion passed with a majority vote 12:0:1: (8 absent)

VI. Presentations

Monthly Task Force Clean Ups – TF members Jeff Haman & Blytha Bowers presented the group with options to initiate once-a-month TF member clean up events. The events would be considered “unofficial,” on a voluntary basis, and would not count towards TF member attendance. TF members were asked to email Chair Manzo if they are interested in participating.

TF member Bowers added that in order to meet Brown Act requirements, information regarding the once-a-month cleanup event could be published as a TY member event along with the quarterly cleanup information. If a member of the public wanted to attend, they could, however the event would not be publicized as a public event. She added, that having monthly TF cleanups, would allow the TF to focus on critical areas and an opportunity for TF members to utilize the downtime between quarterly cleanups.

TF members talked about publishing the event versus disseminating information by word of mouth to encourage participation.

Chair Manzo clarified, that per Brown Act Requirements, the TF is required by law, to publish activities if they are conducting any type of business related to the task force and have a quorum present. He added that, although they might not have a quorum, to avoid violating the Brown Act, the once-a-month TF cleanup activities should be published.

TF discussed potential locations including focusing on waterways, that otherwise, would not be cleaned by public participates, due to safety concerns.

Director Rullman will discuss the once-a-month clean-up events and Brown Act requirements with the City Attorney’s office and report back.

TF member Haman will put a list of potential locations together for the TF to discuss at a future meeting.

VII. Action Items

Financial Report – Staff presented and reviewed a revised financial report. Chair Manzo answered TF member questions regarding the budget approval process. No action was taken.

VIII. Community Cleanups and Upcoming Events

Tennyson Rd. & Patrick Ave. (Weekes Park) – 10/23/21

TF members discussed planning and logistics for the event, including beautification efforts, providing food, and safety concerns.

Chair Manzo will follow up with CSUEB and CM Salinas to clarify the number of participants, will reach out to HARD, and HPD to address safety concerns, and will coordinate logistics with the subcommittees. Chair Manzo added that additional logistics based on the number of participants registered will be discussed at the October meeting.

Announcements/Updates

Council Member Updates: CM Andrews asked for an update on the “Beautiful Yard.” She announced that she and CM Zermeno are working to schedule a meeting with Caltrans to address concerns of blight along the freeways and said she will spread the word about the 10/23/21 event at Weeks Park.

Staff Update: Director Rullman announced that the Oath of Office for all new members is scheduled for Friday, September, 24th and the City Clerk has scheduled Virtual Harassment and Ethics training. The City Clerk has notified TF members who are due for training.

Chair Updates: Chair Manzo mentioned that the layout of Access Hayward looks different; however, it operates the same.

IX. Adjournment (7:56 pm)