



Keep Hayward Clean and Green (KHCG)  
Task Force (TF) Meeting Notes  
Remote Participation  
February 23, 2023

**I. Call to Order**

Meeting was called to order by Chair Jeff Haman at 7:02pm

**II. Pledge of Allegiance**

Pledge of Allegiance led by TF Member Chuck Horner

**III. Roll Call**

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

*Task Force Members Present:* Lucas C. Banks, Margaret S. Barton, Blytha Bowers, Terence C. Candell, Tammy R. Cooper, Mohaned Elwali, Tom Ferreira, Jeffrey Haman, Rodney Hankins, Chuck Horner, Douglas Mansel, Shingo Nagae, Shalin Patel, Debra Patton, Jean-Yee Yu, Melissa Milleman, Jessica Stanley

*Task Force Members Absent:* Leah Martinez, , Regneel Prasad, Chandrakala (Chandu) Siramdas, Jason Yeates, Suyog Zambre, Canice Adom

*Youth Commission Liaison:*

**IV. Public Comments:**

Chair Haman congratulated and thanked those who worked on the Beautiful Yard Contest. He remarked that the awards presentation at the February 7<sup>th</sup> City Council meeting went well and was a good event. Chair Haman also congratulated Leah Martinez on the birth of her new baby.

Chuck Horner mentioned his family is planning a celebration on April 1<sup>st</sup> and has sent evites to everyone. Chuck also acknowledged the passing of Supervisor Richard Valle.

**V. Presentation:**

**Brown Act Review:** Deputy City Attorney Vadim Sidelnikov reviewed Brown Act requirements and recent updates and answered TF member questions. He clarified parameters around conducting public meetings and attending community events. While attending community events, TF members are restricted from discussing anything that is within the purview of the TF when a quorum is present. It was clarified that while attending KHCG cleanup events or tabling events, TF members can discuss the event itself and tasks directly related to the event but must refrain from discussing any other TF

business. Mr. Sidelnikov advised that TF members should not text or email or discuss TF business outside of a public meeting and should communicate with staff. He also advised that a quorum must be present to start and continue a meeting and TF members are restricted to discussing items on the agenda; topics that come up that are not on the agenda cannot be discussed and should be referred to staff. Mr. Sidelnikov also provided information about AB 2449, which is an update to the Brown Act regarding the Future of Remote Meetings after the State of Emergency ended. Public meetings are returning to in person participation except for two limited exceptions under AB 2449 “Just Cause” and “Medical Emergency”. In his presentation, Mr. Sidelnikov also briefly reviewed California public Records Act and the Attendance Policy. In summary, Mr. Sidelnikov advised that the goal of the Brown Act is to be as transparent as possible; the Brown Act requires any business the TF conducts is done in public with notice to the public.

**Bylaws:** Chair Haman reviewed KHCG bylaws, answered TF member questions and encouraged members to contact him if they have additional questions. It was clarified that excused absences do not count against attendance and members have options to make up absences. Members were asked to email staff directly to request an excused absence.

## **VI. Action Items:**

Approval of Meeting Minutes: It was motioned/seconded by Task Force Members Chuck Horner and Douglas Mansel, and passed by majority vote, to approve the January 26, 2023, meeting minutes. 17-0-0 (7 absent)

Expenditure Request: It was motioned/seconded by Task Force Members Douglas Mansel and Debra Patton passed by majority vote, to approve the purchase of TF shirts in the amount of up to \$2000. 17-0-0 (7 absent)

## **VII. Informational Items:**

**Financial Report:** The Financial Report dated February 2023 was reviewed. There were no public comments or questions on this item.

**Attendance Report:** Staff reviewed the attendance log and reminded task force members to advise staff via email within 72 hours of any discrepancies.

## **Subcommittee Reports/ Updates:**

Vice Chair Jean-Yee Yu provided updates on Adopt-a-Block, the Beautiful Yard Contest, and Events Planning. She met with the Event and Program Coordinator for Cal State East Bay to initiate a process to update the CSUEB participant list for various existing adopt a block groups. Additionally, she talked about the Hayward Beautiful Yard winner presentation that was part of the February 7<sup>th</sup> City Council meeting. She remarked it was a very rewarding experience and a pleasure meeting the homeowners. Finally, Jean reported that organization for the shed and trailer is in progress. The shelves in the trailer are organized and labeled, the next phase is to take a inventory count of all items and supplies. TF members interested in participating in any of these efforts were encouraged to reach out to Jean directly.

Task Force Member Doug Mansel asked about the status of the Adopt-a-Block survey that was conducted in 2022. Staff reported that a previous update was provided last year. Survey responses

were lower than anticipated with just 29 survey responses received out of approximately 170. Staff added that work is being done to launch a new Adopt-a-Block application and supply request platform to help streamline the application, request process. Staff is also working on updating files and plan to do outreach in the coming months to assess the status of all current adopt-a-block groups.

Councilmember Angela Andrews thanked TF member for their efforts on the Beautiful Yard Contest and shared feedback from community members that they would like to see the wining yards if it could be shared somehow.

Chair Haman encouraged members to contact him if they are interested in helping with the work the subcommittee groups do.

### **VIII. Community Cleanups and Upcoming Events**

1/28/23 Cleanup & Beautification Event – Debrief: Chair Haman reported despite that advertising for the event launched just one week prior, approximately 30 volunteers participated, and collected about 30 yards of trash.

3/11/23 Hayward 147<sup>th</sup> Birthday Bash: Chair Haman reviewed logistics and TF members signed up for various event tasks.

3/25/23 Cleanup & Beautification Event (Longwood/Winton Grove Area, Staging @ St. Joachim church 21250 Hesperian Blvd.): Chair Haman reviewed logistics and TF members signed up for various event tasks.

4/22/23 Earth Day Event Citywide Cleanup (hosted by City of Hayward @ Weeks Park): Chair Haman discussed logistics and TF members signed up for various event tasks.

7/22/23 Cleanup & Beautification Event (Jackson Triangle Staging @ Barnes Court adjacent to Hayward Corporation Yard): No new information discussed.

10/28/23 Cleanup & Beautification Event (Tennyson/Alguire Neighborhood Staging @ Tennyson Park, 28377 Huntwood Ave.) No new information was discussed.

Councilmember Andrewes advised a Street Party and Juneteenth event is being planned for June 15<sup>th</sup>. More information will be available as the date nears.

### **IX. Announcements/Updates:**

Council Member Updates – Councilmember Andrews advised that anyone affected by the storm can find resources through the City or County social media or by reaching out to her directly.

Staff Updates – Staff reminded TF members to notify staff and Chair Haman at least 30 days in advance if they want to request an agenda item for future meetings.

Chair Updates – There were no Chair updates.

**Adjournment 9:06 p.m.**