



CITY OF HAYWARD

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

Cover Memo

File #: ACT 19-092, **Version:** 1

DATE: January 14, 2019

TO: Council Sustainability Committee

FROM: Director of Utilities & Environmental Services

SUBJECT

Sustainability Guidelines for Special Events

RECOMMENDATION

That the Committee reviews and comments on this report.

SUMMARY

This report provides a summary of the City's existing sustainability-related rules and regulations for special events. Currently, the sustainability-related rules and regulations are primarily focused on trash diversion.

Staff is proposing an expansion of the sustainability-related rules and regulations to include signage, purchasing, and transportation. Requirements for the Committee's consideration include appropriate signage on the waste, recyclables, and organics receptacles, strengthened wording around the purchase of compostable or recyclable food and beverage serving ware by vendors, and outreach language regarding travel to the special events via public transportation. Staff has also drafted for the Committee's review a more expansive Sustainability Guide for Special Events, which includes minimum requirements as well as optional ways event organizers can further green their special event.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Current Sustainability Rules and Regulations for Special Events and Food Vendors
Attachment III	Draft Sustainability Guidelines