

**City of Hayward  
Citizens Advisory Commission  
Regular Meeting**

**Hayward City Hall - Room 2-A  
777 B Street, Hayward, California  
Wednesday, November 16, 2005  
6:30pm**

**Agenda**

- I. Call to Order
- II. Pledge of Allegiance
- III. Attendance
- IV. Public Comments: *(NOTE: The Public Comments section provides an opportunity to address the Citizens Advisory Commission on items not listed on the agenda. The Commission 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 City or are within the jurisdiction of the City. As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- V. Approval of October 19, 2005 CAC Meeting Summary Notes
- VI. Introduction of New Commission members.
- VII. Report on October 26, 2005 CDBG Funding Forum
- VIII. Discussion re: Possible Revision to the CDBG Funding Schedule
- IX. Appointments to the Application Review Committee (ARC)
- X. Follow-up Questions Regarding the City's 2005-09 Five-Year Consolidated Plan
- XI. Report from Council Member Barbara Halliday
- XII. Commission Liaison Assignment and Report Schedule
- XIII. Liaison Reports:
  - A. Hayward Community Gardens                      Commissioner Harris
  - B. Salvation Army    Commissioner Chan
  - C. Eden Youth and Family Center                      Commissioner Jackson-Walda
  - D. Family Violence Law Center                      Commissioner Mc Dermott

Citizen's Advisory Commission  
November 16, 2005  
Meeting Agenda - continued:

XIV. Continued Discussion re: Potential CAC Future Activities

XV. Staff Report (Non-action Items)

- A. CDBG Programmatic and Financial Summaries
- B. CDBG Related Announcements / Advisories

XVI. Future Agenda Items:

- Parliamentary Procedure Training, Overview of the California Brown Act and Conflict of Interest Law
- Other

XVII. Adjournment

CAC summary notes are available on the City of Hayward website ([www.hayward-ca.gov](http://www.hayward-ca.gov)) or by fax, e-mail, or regular mail. For more information, please call (510) 583-4250.

Please do not wear scented products. Persons with environmental sensitivities may be in attendance. Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Please request the accommodation at least 72 hours in advance of the meeting by calling (510) 583-4250, or by calling the TDD line for those with speech and hearing disabilities at (510) 247-3340.



**CITY OF HAYWARD**  
**Citizens Advisory Commission**  
**October 19, 2005**  
**Regular Meeting**

**Summary Notes**

- I. Call to Order:** At 6:34pm, Vice-Chairperson Rodney Loché called the meeting to order.
- II. Pledge of Allegiance:** The Pledge of Allegiance was recited.
- III. Attendance:** Commissioners in attendance signed the Attendance Sheet.

*Note: Record of attendance is kept from June 2005 through May 2006.*

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
April Chan	X	3	1	3	1
Launa M. Craig	O	3	1	3	1
Hilda "Chris" Harris	X	4	0	4	0
Robert Imazumi	X	4	0	4	0
Tina Jackson-Walda *	O	3	1	3	1
Rodney Loché	X	4	0	4	0
Dianne McDermott	X	3	1	3	1
Al Mendall	X	4	0	4	0
Glorious K. Pulliam	X	3	1	3	1
Beverly Reliford	X	3	1	3	1
Diana Schaufler	X	4	0	4	0

\* *Chairperson*

**Staff in Attendance:** David Korth, Social Services Manager  
Dana Bailey, Community Programs Specialist

- IV. Public Comments:** Commissioner Mendall noted that new CAC Commissioners have recently been selected by the City Council, and are scheduled to begin service in November.
- V. Approval of September 21, 2005 Summary Notes:** The summary notes were unanimously approved as submitted.
- VI. CDBG Application Packet Discussion:** At its September meeting, members of the Commission offered suggestions for changing Form 5 of the CDBG application packet - this form is entitled *Additional Funding Information*. A revision of the form, which incorporated the comments made by the Commission, was presented for review. After some discussion, and a recommendation for a slight adjustment, the revised form was accepted by motion (Imazumi/Mendall - unanimously approved.)

**VII. Follow-up Questions Regarding the City's 2005-06 Five-Year Consolidated Plan:**

This discussion was postponed until the CAC's November meeting so that the Neighborhood and Economic Development Manager can be present to participate.

**VIII. CAC Future Activities (Discussion):** At its September meeting, the Commission continued its discussion regarding possible future activities that it might undertake. At that time, the Commission agreed that it would like to develop a series of presentations that could be made to the Commission at regularly scheduled meetings; these presentations would be designed to provide Commissioners information about trends, issues and needs that pertain to community development and housing related matters. The Commission began by sharing possible topic areas they would like to learn about; the initial list of topics that was generated is provided as Attachment A. After a period of time, the Commission decided to table further discussion until its meeting in November at which time more topics may be added to the list. Once completed, the Commissioners will then prioritize which topics they would like to hear about first, and staff will work to schedule the presentations.

**IX. Liaison Reports:**

**4C's of Alameda County:** Commissioner Reliford presented her report on the Community Child Care Council (4C's) of Alameda County. The agency's Child Care Initiative Project (a micro-enterprise program) provides technical assistance and training to unlicensed providers of small family day care centers in order to provide them with the knowledge necessary to operate a successful child care business. Using other funding sources, 4C's also provides referral services, parenting classes, and information regarding issues and events that impact services to children, particularly child care.

**Women on the Way:** Commissioner Tina Jackson-Walda was unavailable to deliver her report, so she asked staff to provide it for her. Ms. Bailey described the program as a ten-bed residential recovery program that offers support services to women who are addicted to drugs and/or alcohol. Services provided by this program include emergency shelter, hot meals, substance abuse counseling, drug education classes, peer support and information and referral. It was noted by members of the Commission that they were particularly impressed with the fact that this project is operated 100% by volunteers; there are no paid staff involved in any aspect of program administration or operation.

**Hayward Community Gardens and 7<sup>th</sup> Step Foundation:** Commissioners Harris and Loché indicated that they were unable to visit their respective assigned programs in time to prepare their reports, and so requested that their reports be rescheduled. It was noted that the newly appointed commissioners will need to be given liaison assignments as well. Given these circumstances, the Commission agreed to revisit the Liaison Report Schedule at its November meeting.

**X. Staff Report (Non-Action Items)**

- A. A Financial Summary detailing program expenses during the period July through September 2005 was presented by staff.
- B. There were no CDBG related announcements or advisories.

**XI. Future Agenda Items**

- Introduction of newly appointed Commission members (November)
- Report on the CDBG Funding Forum (November)
- ARC assignments
- Discussion Regarding the City's 5-Year Consolidated Plan (November)
- New Commissioner Liaison Assignments
- November Liaison Reports
- Continued Discussion Regarding CAC Future Activities (November)
- Councilwomen Barbara Halliday report on the City's Emergency Plan
- Presentation: Parliamentary Procedure / Brown Act / Conflict of Interest Law (TBD)

**XII. Commissioner's General Announcements (non-action items):**

- Commissioner Mendall announced he recently started a new job.
- Commissioner Schaufler announced her upcoming retirement from Kaiser Permanente.
- Commissioner Reliford commented on the usefulness of the liaison report guidelines provided by the City to Commissioners.

**XIII. Adjournment:** The meeting adjourned at 8:30 pm.

ATTACHMENT A  
LIST OF POTENTIAL  
PRESENTATION TOPICS

- A) Periodic updates regarding the City Council's general plans related to the City's community and economic development activities, including updates regarding development in different neighborhood areas within the City (i.e., South Hayward, the Cannery area, and others).
- B) Periodic progress reports regarding the implementation status of the City's 5-year Consolidated Plan and Annual Action Plan.
- C) Presentation on the Hayward Redevelopment Agency's plans and projects, and their impact on CDBG funded activities.
- D) Ongoing updates regarding changes to federal, state and county laws and regulations that impact local programs and services.
- E) Updates on census and other available demographic information that specifically describes the Hayward community.
- F) Presentation on the status of affordable housing in Hayward.
- G) Discussion regarding the development of strategies designed to attract more services / service providers to Hayward.
- H) Staff updates regarding major issues facing City-funded programs.
- I) A series of presentations by groups of service providers representing different service areas, and others, to share information about trends and issues that impact community and housing development. These presentations should provide information about community needs, available services, services available in other jurisdictions but not in Hayward, unmet service needs in Hayward, and information about current trends and issues in such topic areas as:

ATTACHMENT A  
LIST OF POTENTIAL  
PRESENTATION TOPICS

- 1) Homelessness
- 2) Domestic Violence
- 3) Health Care
- 4) Child Care
- 5) Hunger
- 6) Crime
- 7) Youth Violence
- 8) Unemployment
- 9) Education
- 10) Job Training
- 11) Public Transportation
- 12) Other...