

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

**Hayward City Hall - Room 2-A
777 B Street, Hayward, California
Wednesday, December 21, 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 November 16, 2005 CAC Meeting Summary Notes
- VI. Update: FY 06-07 Funding Process
- VII. Proposal Evaluation Criteria: Discussion
- VIII. Continued Discussion Regarding Future CAC Activities
- IX. Report from Council Member Barbara Halliday
- X. Liaison Reports:
 - A. HARD Sunset Field Rehabilitation Commissioner Imazumi
 - B. Seventh Step Commissioner Loché
 - C. Minor Home Repair Commissioner Morris
 - D. Housing Rehab Loan Program Commissioner Morris

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Meeting Agenda - continued:

XI. Staff Report (Non-action Items)

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

XII. Future Agenda Items:

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

XIII. Adjournment

CAC summary notes are available on the City of Hayward website (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
November 16, 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
Diane Balloue	X	1	0	1	0
April Chan	X	4	1	4	1
Giavanni S. Coleman	X	1	0	1	0
Launa M. Craig	X	4	1	4	1
Hilda "Chris" Harris	X	5	0	5	0
Robert Imazumi	X	5	0	5	0
Tina Jackson-Walda *	O	3	2	3	2
Rodney Loché	X	5	0	5	0
Dianne McDermott	X	4	1	4	1
Kathryn Morris	X	1	0	1	0
Al Mendall	X	5	0	5	0
Glorious K. Pulliam	X	4	1	4	1
Beverly Reliford	O	3	2	3	2
Diana Schaufler	X	5	0	5	0

* *Chairperson*

Staff in Attendance: Gail Patton, Neighborhood and Economic Development Manager
David Korth, Social Services Planning Manager
Anne Culver, Community Development Specialist
Dana Bailey, Community Programs Specialist

Councilmember Barbara Halliday was also in attendance.

Guests in Attendance signed the Guest Sign-in Sheet.

- IV. Public Comments:** Mr. Korth distributed a flyer from a concerned citizen urging the Commission to help persuade California State University East Bay to change its name back to California State University Hayward.

- V. Approval of October 19, 2005 Summary Notes:** The summary notes were unanimously approved as submitted.
- VI. Introduction of New Commission members :** Members of the Commission introduced themselves to recently appointed Commissioners Balloue, Coleman, and Morris, and were welcomed them to the Commission.
- VII. Report on October 26, 2005 CDBG Funding Forum:** Mr. Korth reported that twenty-five agencies participated in the FY 06-07 Funding Forum, including eight agencies that had not previously participated in the City's CDBG process. Attendees were advised there will be a substantial reduction in the size of the City's FY 06-07 CDBG grant. Applicants were reminded that it is City Council's policy to use CDBG Public Services money to support *housing-related services* and that, in view of reduced funding levels, staff would apply this criterion on a narrow basis in reviewing applications. Therefore, applicants were advised by staff to submit proposals for *housing-related services* (such as those a homeless shelter might provide) to the CDBG program, and for social services that are *not* housing-related to the City's Social Services program, for funding consideration. Some applicants had expressed concern that the members of the Citizens Advisory and Human Services Commissions might not apply this criterion in a manner consistent with staff. Mr. Korth noted that representatives of several currently-funded programs were present to observe the Commissioners' opinions on this funding criterion. After extensive discussion, Commissioner Mendall made a motion to affirm staff's narrow interpretation of the City Council policy to use CDBG Public Services funds to support housing-related services. Commissioner Schaufler seconded the motion and it was approved with 12 yes votes and 2 abstentions.
- VIII. Revision to the CDBG Funding Schedule:** Following the previous discussion, a motion was made by Commissioner Craig to revise the date of the Application Review Committee (ARC) from Saturday, February 4, 2006, to Saturday, January 28, 2006. This revised date would allow the ARC and the Human Services Commission's Proposal Review Committee to convene a joint meeting to discuss their draft Preliminary Recommendations before presentation to their respective Commissions. The purpose of the joint Review Committee meeting would be to ensure that no applications were inadvertently overlooked due to an assumption that it more correctly belonged in the other funding track. Commissioner Mendall seconded the motion, and the motion passed with 12 yes votes and 2 abstentions.
- IX. Appointments to Application Review Committee (ARC) :** The Application Review Committee (ARC) is comprised of a subset equaling less than a quorum of the entire Commission, and its responsibility is to interview representatives from each of the CDBG applicant agencies. These interviews will take place this year on Saturday, January 28, 2006. Generally, it is preferred that recently-appointed Commissioners be provided the opportunity to serve on the ARC, so that they may become more familiar with the types of programs that receive funding from the City. Vice-Chairperson Loché requested volunteers to serve on this year's ARC, and the following Commissioners were

Commissioner Balloue
Commissioner Coleman
Commissioner Harris
Commissioner Loché

Commissioner Mendall
Commissioner Morris
Commissioner Pulliam

- X. Follow-up Questions Regarding the City's 2005-09 Five-Year Consolidated Plan:** Neighborhood and Economic Development Manager Gail Patton invited follow-up questions regarding the 5-Year Plan. As there weren't any questions at that point, she distributed her contact information to members of the Commission in the event there are any future questions.
- XI. Report from Council Member Barbara Halliday:** Council member Halliday provided brief updates on two commercial rehabilitation projects underway in the downtown (913 B Street and the Palmtag building). She also commented on the redevelopment of the Burbank/Cannery area, South Hayward BART area, and the Mount Eden Annexation area.
- XII. Commission Liaison Assignments and Report Schedule:** Newly-appointed commissioners received their agency Liaison assignments for January. Updated Liaison Charts will be included in each Commissioner's December 2006 CAC meeting packet.
- XIII. Liaison Reports:**
- The Salvation Army:** Commissioner Chan presented her report on The Salvation Army. The Salvation Army received a \$50,000 allocation in FY 04-05 and a \$50,000 allocation in FY 05-06, to upgrade the building's electrical system and address other health and safety related items. The facility is located on A Street.
- The Hayward Community Gardens:** Commissioner Harris delivered her report on the Hayward Community Gardens, an all-volunteer organization which provides nearly 100 families with opportunities to supplement their grocery budgets and improve their diets by growing their own produce.
- Family Violence Law Center:** Commissioner McDermott presented information about the Family Violence Law Center. FVLC provides legal services including in-court representation to victims of domestic violence.
- XIV. Staff Report (Non-Action Items)**
- A. Ms. Culver distributed the Monthly Financial Summary to members of the Commission.
 - B. There were no CDBG related announcements or advisories.

XV. Future Agenda Items

- November Liaison Reports
- Continued Discussion Regarding CAC Future Activities
- Presentation by Assistant City Attorney Maureen Conneeley: Parliamentary Procedure / Brown Act / Conflict of Interest Law

XVI. Commissioner's General Announcements (non-action items): There were no announcements.

XVII. Adjournment: The meeting adjourned at 9:26 pm.