

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

**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, December 20, 2006**

6:30pm

Holiday Potluck

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 {CAC} 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. Consider Request from Commissioner Coleman to Have Her Recent Absences from Commission Meetings Excused Due to Extenuating Circumstances.
- VI. Approval of the November 15, 2006 CAC Meeting Summary Notes.
- VII. Determination of Date for the CAC Community Volunteer Project – Tools for Schools
- VIII. Liaison Reports:
 - A. Eden Information and Referral – Commissioner Loché
 - B. Alameda County Food Bank – Anne Culver, Community Development Specialist
- VIII. Staff Report (Oral Non-Action Items):
 - A. CDBG Programmatic and Financial Summaries
 - B. CDBG Related Announcements / Advisories

IX. Future Agenda Items (scheduling of these items TBD):

- A. Emergency Preparedness and Its Impact on CDBG Funded Projects (Jan.).
- B. Update re: Overall Facility Development Plan for Eden Youth and Family Center (EYFC) – Selection of CAC Representatives for EYFC Long-Term Planning Task Force (Jan.)
- C. Spring Tour Itinerary of Funded Projects (Feb.).
- D. Other...

XI. Adjournment.

CAC summary notes are available 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
Regular Meeting
November 15, 2006
6:30pm**

Summary Notes

- I. **Call to Order:** At 6:33pm, Chairperson 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 2006 through May 2007.

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
Diane Balloue	X	4	1	4	1
Peter Cabezas ³	X	4	0	4	0
Tony Carballo ³	X	3	1	3	1
April Chan	X	4	1	4	1
Giavanni S. Coleman	O	2	3	2	3
Miguel Delgado ³	X	2	2	2	2
Robert Imazumi	X	3	2	3	2
Serean Kimmel ³	O	1	3	1	3
Sara Lamnin ³	X	4	0	4	0
Lynnette Linnen ³	X	4	0	4	0
Rodney Loché ¹	X	5	0	5	0
Dianne McDermott ²	X	4	1	4	1
Kathryn Morris	X	5	0	5	0
Carlos Pineda ³	O	2	2	1	2
Beverly Reliford	X	5	0	5	0

¹ - Chairperson

² - Vice-Chair

³ - Term started July, 2006

Staff in Attendance:

David Korth, Social Services Planning Manager
Anne Culver, Community Development Specialist

City Council Liaison:

City Councilmember Barbara Halliday was present.

IV. **Public Comments:**

- A. Mr. Korth distributed business cards to Commission members.
- B. It was announced that each year the December CAC meeting is the Commissions' annual potluck dinner. Commissioner Cabezas agreed to serve as the coordinator of the event. City staff agreed to provide plates, napkins, utensils, and bottled water. Commissioner Cabezas passed a sign-up sheet around the table and Commissioners volunteered to bring food items to share.
- C. Councilmember Halliday announced that the City is seeking volunteers to serve on the Keep Hayward Clean and Green Task Force. The 30 member Task Force will be tasked with getting community members to help improve the appearance and image of Hayward. Applications, available at the City Clerk's office, are due by December 20, 2006.

V. **Approval of October 18, 2006 CAC Meeting Summary Notes:** Commissioner Reliford made a motion to approve the October 18, 2006 Summary Notes. The motion was seconded and approved unanimously.

VI. **Presentation by Maret Bartlett, Hayward Redevelopment Agency Director:** Ms Bartlett presented a Power Point presentation outlining the role and function of the Hayward Redevelopment Agency, and described some of the projects currently underway by the Agency. She also described the status of affordable housing and related services in Hayward.

VII. **Discussion re: Possible CAC Volunteer Community Services Project:** At its November 15, 2006 meeting, the Citizens Advisory Commission considered a variety of different community volunteer service projects that members of the Commission might participate in, both as a service to the community and as a team-building experience for members of the Commission.

It was agreed, that for this first effort, the Commission would assist a project called Tools for Schools which is facilitated by Commissioner Lamnin. This project helps prepare back-to-school backpacks for low-income school age children; this is a coordinated effort among a wide variety of nonprofit organizations serving low-income youth throughout the Hayward community.

Chairperson Loché appointed a volunteer Task Force to identify when the best time would be for the Commission to undertake this effort. Options will be presented to the Commission at its next meeting in December for the Commission to consider.

VIII. Liaison Reports:

- A. *Eden Council for Hope (ECHO)* - Commissioner Reliford: Commissioner Reliford presented her liaison report on ECHO, a federal Housing and Urban Development (HUD) approved Housing Counseling and Fair Housing Agency that works to eradicate illegal housing discrimination throughout Alameda County. ECHO's services include rental guarantees, housing rights education, intervention, mediation, and counseling to tenants and landlords. More information is available upon request from the City of Hayward Community and Economic Development Department.
- B. *Seventh Step Foundation* – Commissioner Morris: Commissioner Morris provided a Power Point presentation on the Seventh Step Foundation, which operates a 24-bed residential program called Freedom House located in Hayward that provides emergency housing and support services to adult male homeless parolees, and Malabar House, an adolescent crisis receiving home in Castro Valley, that cares for youth in transition from incarceration back to their family home and community support services, or to licensed group home care as is appropriate. More information is available upon request from the City of Hayward Community and Economic Development Department.
- C. *Salvation Army* - Commissioner Pineda: Commissioner Pineda presented his report on the Salvation Army, whose social services program offers bag lunches, bread and produce and food parcels, personal counseling, referrals and financial assistance for energy costs, travel, and for replacing lost or stolen identification documents. Its food program is offered to lower-income seniors on weekdays, for children during school holidays, and for homeless individuals and families on Sunday evenings. The CDBG funds granted to Salvation Army are being used for the renovation and upgrade of the existing Community Service Center located at 430 A Street in Hayward.
- D. *Community Child Care Coordinating Council* – Commissioner Lamnin: This micro-enterprise economic development activity provides technical assistance and training to unlicensed childcare providers of small family day care centers to help them establish and sustain their businesses. The 4-C's also offers families assistance in locating appropriate licensed providers of childcare. Parenting classes, information and referral, and newsletters updating the community regarding issues and events that impact services to children, particularly child care, are also provided. The 4-C's also administers programs for Cal WORK's participants, and sponsors the USDA Child Care Food Program, which ensures that children receive nutritious meals while in child care.

IX. Staff Report (Oral Non-Action Items):

A. **FY 2007-08 CDBG Funding Process Update:** Staff invited members of the Commission to participate in a November 9th Funding Process Review Focus Group consisting of applicants, Commissioners from both the Human Services and Citizens Advisory Commissions and staff to review and make recommendations for improving both the City's Social Services and CDBG funding processes. It was also noted that the FY 2007-08 CDBG Request for Proposals, would be released on November 27th at Centennial Hall at the City's CDBG Funding Forum and Technical Advisory Workshop.

B. **CDBG Related Announcements and Advisories:** No announcements were made.

X. Future Agenda Items:

- A. Determination of date for CAC Volunteer Community Service Project (Dec.).
- B. Emergency Preparedness and Its Impact on CDBG Funded Projects (Jan.).
- C. Update re: Overall Facility Development Plan for Eden Youth and Family Center (January).
- D. Spring Tour Itinerary of Funded Projects (February).

XI. Adjournment: The meeting adjourned at 9:05p.m.



CITY OF HAYWARD
DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

Memorandum

DATE: December 14, 2006

TO: Members of the Citizens Advisory Commission (CAC)

FROM: David Korth, Acting Neighborhood and Economic Development Manager

SUBJECT: **CAC Community Volunteer Project – Prospective Dates**

At its November 15, 2006 meeting, the Citizens Advisory Commission considered a variety of different community volunteer service projects that members of the Commission might participate in, both as a service to the community and as a team-building experience for members of the Commission.

It was agreed, that for this first effort, the Commission would assist a project facilitated by Commissioner Lamnin, called Tools for Schools, which helps to prepare back-to-school backpacks for low-income school age children; this project benefits a wide variety of nonprofit organizations serving low-income youth throughout the Hayward community.

A CAC Volunteer Project Task Force convened subsequent to the November CAC meeting and identified two possible dates for when this CAC volunteer effort might occur. They are, from 10am to 12pm on either:

Option A: Saturday January 13th (Martin Luther King Holiday Weekend); and

Option B: Saturday January 20th.

The CAC Volunteer Project Task Force requests that each Commissioner come to the December 20th CAC meeting prepared to make a decision about which date works best for this activity.

December 6, 2006

Dear Chairperson Rodney Loche, Citizen Advisory Commissioners, and City of Hayward Staff,

This letter is written to express my continued interest and commitment to serving as a member of the Citizens Advisory Commission (CAC) for the 2006-2007 program year.

Due to uncontrollable circumstances, I have missed three consecutive meetings which, I have acknowledged, is just cause for dismissal from the CAC. Despite admitting this fact, I would like the opportunity to fully serve out my term as a member of the CAC. I am asking for your consideration in continuing to serve as a commissioner and ask that you consider two key points before making your final decision.

First, my prior attendance record for the 2005-2006 year was impeccable. I attended all regularly scheduled meetings for the CAC including attending additional evening and weekend meetings as required for serving on the ARC. Finally, I have enjoyed serving as a CAC Commissioner and feel like I have truly contributed to and made a positive difference in the city of Hayward. I am passionate about my role as a public servant and feel that I have so many more great things to accomplish with the CAC and City of Hayward. It is my desire to see the city of Hayward prosper and continue meeting the needs of its diverse and growing communities. I am asking that you allow me the opportunity to continue being apart of these amazing changes by allowing me the opportunity to continue serving as a Commissioner with the Citizens Advisory Commission.

Sincerely,

Original Signed

Commissioner Giovanni Coleman