

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

**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, October 17, 2007**

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 {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. Approval of Summary Notes of the September 19, 2007 CAC Meeting
- VI. Applicant RFP Materials Review Meeting De-Brief
- VII. City-Operated CDBG Projects - Discussion
- VIII. Liaison Reports
 - A. Eden I&R: Commissioner McDermott
 - B. Bay Area Youth Center: Commissioner Coleman
 - C. SAVE – WINGS: Commissioner Lamnin
- IX. Staff Report (Oral Non-Action Items):
 - A. CDBG Programmatic and Financial Summaries
 - B. Funding Process Update
 - C. CDBG Related Announcements / Advisories
- X. 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.



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September 19, 2007**

6:30pm

Summary Notes

- I. Call to Order:** Vice Chairperson Lamnin called the meeting to order at 6:40pm.
- 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 2007 through May 2008.

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
Diane Balloue	X	3	0	3	0
Nathaniel Bruno	X	3	0	3	0
Peter Cabezas	X	3	0	3	0
Tony Carballo	O	1	2	1	2
Giavanni S. Coleman	X	3	0	3	0
Miguel Delgado	X	3	0	3	0
Peggy Guernsey	X	2	1	2	1
Robert Imazumi (Parliamentarian)	X	2	1	2	1
Sara Lamnin (Vice-Chair)	X	3	0	3	0
Lynnette Linnen	X	3	0	3	0
Dianne McDermott (Chair)	O	2	1	2	1
Kathryn Morris	X	2	1	2	1
Beverly Reliford	O	1	2	1	2
Robert Topete	O	2	1	2	1

Staff in Attendance:

David Korth, Neighborhood and Economic Development (NED) Manager
Maureen Conneeley, Assistant City Attorney
Anne Culver, Community Development Specialist

Guests in attendance signed the Guest Sign-In Sheet.

- IV. Public Comments:** Commissioner Lamnin distributed a status report on the work and recommendations of the South Hayward Multi-Service Community Center’s Task Force. She requested that members of the Commission read the report, and provide feedback and comments on the report’s recommendations. Such feedback may be submitted to Mr. Korth, at (510)583-4227, or david.korth@hayward-ca.gov, or to Commissioner Lamnin.
- V. Brown Act & Conflict of Interest Law - Presentation by Maureen Conneely, Asst. City Attorney:** Ms. Conneely provided an overview of the components of the Brown Act and Conflict of Interest Law that pertain to the Commission’s responsibilities. Commissioners were provided with written materials pertaining to her presentation. Ms. Conneely extended an invitation to Commission members to contact her office should questions regarding these topics arise.
- VI. Approval of the July 18, 2007 CAC Regular Meeting Summary Notes:** Commissioner Balloue noted that the Summary Notes’ Attendance Chart needed to be revised to show that the CAC Chairperson is Commissioner McDermott, and the Vice-Chair is Commissioner Lamnin. With these corrections, Commissioner Balloue made a motion to approve the Summary Notes from July 18, 2007. Commissioner Morris seconded the motion, which was approved unanimously.
- VII. CAC Volunteer Day De-Brief:** Commissioner Lamnin distributed thank you cards to Commissioners who participated in the CAC’s second Volunteer Day at the Eden Youth and Family Center on August 11, 2007. Commissioners who attended commented that the experience was a fun and fulfilling event. Commissioner Lamnin reported that this year every child who requested school supplies received them. Commissioners expressed interest in possibly continuing the tradition of an Annual CAC Volunteer Event, and asked staff to place this item on the CAC’s May 2008 meeting Agenda for discussion and planning.
- VIII. CDBG FY 08-09 Application Materials Discussion:** At the previous CAC meeting, sample application materials were distributed for Commissioners to review, and at this meeting Commissioners were provided an opportunity to ask questions, offer feedback, and to make suggestions to improve the materials. It was suggested that a component be added to the application materials that would require applicants that serve residents from neighboring jurisdictions to request funds from those jurisdictions to help pay for facility rehabilitation costs. Currently, applicants are encouraged but not required to apply to other jurisdictions as a condition of funding. Staff indicated that this will be discussed at the RFP meeting with applicants later in the month.

IX. Liaison Reports

- A. Alameda County Community Food Bank:** Commissioner Imazumi delivered his report on the Alameda County Community Food Bank's Planned Purchase Food Program, which supplies Hayward shelters with monthly deliveries of nutritious food for use in meal preparation. This fiscal year, the Food Bank received an allocation of \$35,000.
- B. Family Violence Law Center:** Commissioner Morris presented her report on the Family Violence Law Center, which provides overnight support and intervention, legal counsel and in-court representation, to victims of domestic violence. In FY 07-08, the Family Violence Law Center received an allocation of \$47,000.
- C. Spectrum Community Services:** Commissioner Reliford was not present at this evening's meeting, and so her Liaison Report will be rescheduled to a future date.

X. Future Agenda Items:

- City-Operated CDBG Projects – Discussion (October)
- Commissioner Liaison Reports (as scheduled)
- City Updates (Council Member Halliday)
- CAC Representation at City Council Work Session & Public Hearing (February 2008)

XI. Adjournment: 8:48pm.