

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

**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, November 21, 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 October 17, 2007 CAC Meeting
- VI. Funding Process Update
- VII. City-Operated CDBG Projects - Discussion
- VIII. Liaison Reports
 - A. Spectrum: Commissioner Relliford
 - B. 7th Step Foundation: Commissioner Linnen
 - C. Matt Jimenez Community Center: Commissioner Cabezas
- IX. Staff Report (Oral Non-Action Items):
 - A. CDBG Programmatic and Financial Summaries
 - B. Funding Process Update
 - C. CDBG Related Announcements / Advisories
 - D. Update re: Matters Pertaining to Downtown Hayward
 - E. Update re: South Hayward Multi-service Community Center (SHMCC)
- 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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6:30pm

Summary Notes

- I. Call to Order:** Chairperson McDermott 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	O	3	1	3	1
Nathaniel Bruno	X	4	0	4	0
Peter Cabezas	X	4	0	4	0
Tony Carballo	X	2	2	2	2
Giavanni S. Coleman	X	4	0	4	0
Miguel Delgado	X	4	0	4	0
Peggy Guernsey	X	3	1	3	1
Robert Imazumi (Parliamentarian)	X	3	1	3	1
Sara Lamnin (Vice-Chair)	X	4	0	4	0
Lynnette Linnen	X	4	0	4	0
Dianne McDermott (Chair)	X	3	1	3	1
Kathryn Morris	X	3	1	3	1
Beverly Reliford	X	2	2	2	2
Robert Topete	X	3	1	3	1

Council Member Barbara Halliday was also in attendance.

Staff in Attendance: Anne Culver, Social Services Planning Manager

Guests in attendance signed the Guest Sign-In Sheet.

IV. Public Comments:

- Commissioner Linnen announced there will be a fundraising event benefiting Women on the Way, on November 13, 2007.
- There was a request that the City Hall garage be available for Commissioners to use on the evenings when CAC meetings are scheduled.
- Ms. Culver announced that Commissioner Balloue's son passed away unexpectedly very recently, and she is therefore not in attendance at this meeting.
- Commissioner Guernsey commented that the entry door to City Hall was locked - although it should have been unlocked - and the guard at the front desk at City Hall was slow to let her into the building, resulting in her late arrival to tonight's meeting.

V. Approval of the September 19, 2007 CAC Regular Meeting Summary Notes: It was noted that the September minutes should be corrected to reflect Chairperson McDermott's attendance at that meeting. With that correction, Commissioner Guernsey made a motion to approve the Summary Notes from September 19, 2007. Commissioner Lamnin seconded the motion, which was approved unanimously.

VI. Applicant RFP Review Meeting De-Brief: Ms. Culver reported on the Request for Proposals (RFP) Review Meeting that took place on October 12, 2007. The RFP Review Meeting is scheduled annually to provide applicants with an opportunity to offer feedback and suggestions regarding the City's funding processes. It is an important evaluative step and many improvements have been made to the City's application materials and procedures as a result of these meetings. This year's meeting was attended by representatives from eight agencies; it was also noted that Commissioner Imazumi was also in attendance.

The next step in the CDBG Funding Process will be the Funding Forum and Technical Assistance Workshop, which is scheduled for Wednesday, October 31, at 10am.

VII. City-Operated Community Development Block Grant (CDBG) Funded Programs (Discussion): Due to the lateness of the hour, this agenda item was postponed; it will be placed on the Commission's November 21, 2007 meeting Agenda.

Liaison Reports

- A. **Eden Information and Referral:** Commissioner McDermott presented her report on the Eden Information and Referral agency's Roving Housing Resource Program, which received an allocation for FY 07-08 of \$35,000. The Roving Housing Resource Program (RHRP) assists low-income Hayward clients in accessing and leveraging community resources to help them stabilize their lives and make significant inroads to becoming self-sufficient. It combines two strategic efforts: (1) outreach to landlords, property managers and housing developers to identify low-cost housing and (2) advocacy and long-term case management for homeless and low-income families and individuals in order to obtain affordable housing by overcoming personal and social barriers. The families and individuals to be served are homeless, currently living in Hayward shelters, and have low to very low incomes.
- B. **Bay Area Youth Centers:** Commissioner Coleman delivered her report on the Bay Area Youth Centers, which received a FY 07-08 CDBG allocation of \$21,000. This project is a new project, still getting up and running. The project provides transitional housing (at multiple sites) and support services to young adults who have recently "aged-out" of foster care.
- C. **SAVE / WINGS:** Commissioner Lamnin presented her report on the SAVE / WINGS program, which provides below-market transitional housing for survivors of domestic violence and their children. Kate Hart was in attendance to represent the SAVE agency. It was reported that the program currently is at approximately 50% occupancy, while the agency determines if the project – as structured – is viable. There are a number of alternatives and models to consider. The various jurisdictions that assisted in the facility's acquisition and subsequent rehabilitations, including the City of Hayward, are monitoring the situation very closely.

VIII. Staff Report:

Human Outreach Agency: City of Hayward staff was informed by a representative from Alameda County that the Human Outreach Agency's (HOA) contract with Alameda County will expire at the end of November. Information shared indicated there are sufficient emergency shelter beds in various locations in Alameda County to accommodate the men who might be staying at HOA when the agency's contract expires.

IX. Future Agenda Items:

- City-Operated CDBG Projects – Discussion (November)
- Commissioner Liaison Reports (as scheduled)
- Food Drive (December)
- CAC Representation at City Council Work Session & Public Hearing (February 2008)
- City Updates: Council Member Halliday mentioned there have been recent discussions regarding the potential use of CDBG to support activities in the downtown, including the Façade Improvement Loan Program and certain eligible types of code enforcement.

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Summary Notes

The problem of homeless people loitering and panhandling in the downtown continues to be a concern. Council Member Halliday indicated she intends to suggest to the City Manager that the CAC and Human Services Commission should participate in these discussions.

X. Adjournment: 8:50pm.

Citizen Advisory Commission

**FY 2007-08 CDBG
Liaison Assignment Chart**

	Agency	Commissioner
July	No Reports Scheduled	No Reports Scheduled
September	<ol style="list-style-type: none"> 1. Alameda Co. Comm. Food Bank 2. Family Violence Law Center 	<ol style="list-style-type: none"> 1. Commissioner Imazumi 2. Commissioner Morris
October	<ol style="list-style-type: none"> 1. Eden I&R 2. Bay Area Youth Center 3. SAVE – WINGS 	<ol style="list-style-type: none"> 1. Commissioner McDermott 2. Commissioner Coleman 3. Commissioner Lamnin
November	<ol style="list-style-type: none"> 1. Spectrum 2. 7th Step 3. Acquisition of the MJCC 	<ol style="list-style-type: none"> 1. Commissioner Reliford 2. Commissioner Linnen 3. Commissioner Cabezas
December	<ol style="list-style-type: none"> 1. Emergency Shelter Program 2. 4-C's of Alameda County 3. HRLP & MHR 4. Women on the Way 	<ol style="list-style-type: none"> 1. Commissioner Delgado 2. Commissioner Guernsey 3. Commissioner Topete 4. Commissioner Balloue
January	<ol style="list-style-type: none"> 1. Kidango 2. HARD – Sorensdale Center 3. ECHO Housing 4. FESCO 5. Westminster 	<ol style="list-style-type: none"> 1. Commissioner Bruno 2. Commissioner Imazumi 3. Commissioner Cabezas 4. Commissioner Reliford 5. Commissioner Carballo
February	<ol style="list-style-type: none"> 1. 2. 3. 4. 	<ol style="list-style-type: none"> 1. 2. 3. 4.

Commissioner Carballo selected Westminster (Facility Rehab) Project; delivery TBD.
Commissioner Reliford's report on Spectrum Community Services, to be scheduled.