

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

**Hayward City Hall – Room 2A  
777 B Street, Hayward, California  
Wednesday, December 19, 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 November 21, 2007 CAC Meeting
- VI. Funding Process Update and Selection of Application Review Committee Members
- VII. City Budget Update: Staff Presentation
- VIII. Liaison Reports
  - A. Women on the Way: Staff Report/Commissioner Balloue
  - B. Emergency Shelter Program: Commissioner Linnen
  - C. HRLP and MHR: Commissioner Topete
  - D. 4-C's of Alameda County: Commissioner Guernsey
- IX. Staff Report (Oral Non-Action Items):
  - A. CDBG Programmatic and Financial Summaries
  - B. CDBG Related Announcements / Advisories
  - C. Update re: Matters Pertaining to Downtown Hayward
  - D. 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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**Summary Notes**

- I. Call to Order:** Chairperson McDermott called the meeting to order at 6:38pm.
- 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	2	3	2
Nathaniel Bruno	O	4	1	4	1
Peter Cabezas	O	4	1	4	1
Tony Carballo	X	3	2	3	2
Giavanni S. Coleman	X	5	0	5	0
Miguel Delgado	X	5	0	5	0
Peggy Guernsey	X	4	1	4	1
Robert Imazumi (Parliamentarian)	X	4	1	4	1
Sara Lamnin (Vice-Chair)	X	5	0	5	0
Lynnette Linnen	X	5	0	5	0
Dianne McDermott (Chair)	X	5	0	5	0
Kathryn Morris	X	4	1	4	1
Beverly Reliford	X	4	1	4	1
Robert Topete	X	4	1	4	1

Council Member Barbara Halliday was also in attendance.

Staff in Attendance:           David Korth, NED Manager  
  Anne Culver, Social Services Planning Manager

Guests in attendance signed the Guest Sign-In Sheet.

**IV. Public Comments:**

Commissioner Balloue telephoned City staff to advise the CAC that she will be absent from this evening's meeting, but intends to be at the CAC's December meeting.

- V. Approval of the October 17, 2007 CAC Regular Meeting Summary Notes:** It was noted that the September minutes should be corrected to reflect that Chairperson McDermott's has not missed any meetings this year. Commissioner Reliford requested the Attendance Chart be corrected to show that she missed only the September CAC meeting. Commissioner Guernsey commented that the October Meeting Summary Notes indicated the guard in the lobby was slow to respond to her request for assistance in opening a door, and she requested the record be revised to say that he in fact refused to assist her. With these changes, Commissioner Linnen made a motion to approve the Summary Notes from September 19, 2007. Commissioner Reliford seconded the motion, which was approved unanimously.

- VI. Funding Process Update:** Ms. Culver reported that the CDBG Annual Funding Forum and Technical Assistance Workshop took place on Wednesday, October 31, 2007. The meeting was well-attended, with over forty people representing approximately 25 agencies. The application materials were distributed to everyone in attendance; the deadline for FY 08-09 CDBG applications is Monday, December 17, 2007.

It is expected that at the CAC's December Regular Meeting, each Commissioner will receive a complete set of the applications submitted for FY 08-09 funding. The Application Review Committee (ARC) will interview applicants on Saturday, February 9, 2008, and appointments to the ARC will take place at the CAC's December Regular meeting.

- VII. City-Operated Community Development Block Grant (CDBG) Funded Programs (Discussion):** Members of the Commission discussed the dynamic of evaluating applications for funding City-sponsored projects, such as the Acquisition of the Matt Jimenez Community Center project. Some Commissioners wondered if it would be simpler and more straightforward for City Council to set aside CDBG funding each year for the City's projects, and solicit applications from non-profit agencies for the balance of funds. Historically, Hayward's City Council has requested that the CAC evaluate and make recommendations on most or all applications for CDBG funding, including applications from City-operated programs. Mr. Korth added that the City's *Citizen Participation Plan* currently requires input from the community in a variety of ways, and the City Council has regarded CAC input as important to the Funding Process.

### VIII. Liaison Reports

- A. **HARD / Sorensdale Project:** Commissioner Imazumi delivered his report on the Sorensdale Center project. In FY 07-08 HARD received an allocation of \$150,000 to upgrade its bathrooms to meet ADA standards. This project is currently out to bid, and the contract is expected to be awarded in December 2007.
- B. **Spectrum Community Services:** Commissioner Reliford presented her report on the Spectrum centralized kitchen project, currently in the predevelopment phase. In FY 06-07 and FY 07-08, the City made allocations of \$41,800 in each year to support this project.
- C. **7<sup>th</sup> Step Foundation:** Commissioner Linnen delivered her report on the 7<sup>th</sup> Step Foundation, which provides transitional housing and case management to thirty adult men who are transitioning from correctional facilities back into the community. In FY 07-08 7<sup>th</sup> Step received an allocation of \$8,700 to pay for food for the program's residents.
- D. **Matt Jimenez Community Center:** Commissioner Cabezas was not in attendance to deliver his report in person, however he had provided his written report to City staff for distribution at tonight's meeting.

### IX. Staff Report:

**Light Up the Season:** Mr. Korth encouraged all the Commission members to attend the November 29<sup>th</sup> Light Up the Seasons event in Downtown Hayward from 5:30pm to 7:30pm. This event is being cosponsored by the City, the Downtown Hayward Business Improvement Area Advisory Board (BIA), the Hayward Chamber of Commerce, the Hayward Digital Print Center and the Daily Review.

**Santa Paws Parade:** It was also noted that on Saturday, December 8, the City, in partnership with Downtown merchants, and the Hayward Animal Shelter volunteers, is sponsoring the Santa Paws parade. Registration is from 9am to 10am, and the parade down B Street begins at 10am. An award ceremony will follow the parade. To register early and to find out more information about the parade, one can call (510) 583-4260. Proceeds from registration fees and donations will be used to benefit the City of Hayward's Animal Shelter.

**Downtown Hayward Activities:** Mr. Korth noted that on December 4<sup>th</sup> a follow-up report will be reviewed by the City Council regarding proposed strategies to help keep Downtown Hayward safe and clean. This report follows an earlier report presented to Council at an October 16, 2007 Work Session. The December 4<sup>th</sup> report will seek authorization from Council to implement some immediate strategies aimed at revitalizing Downtown Hayward.

**Boards and Commissions Event:** On Friday, December 14, 2007, the City of Hayward's Annual *Celebrate the Spirit of the Season Event* is scheduled to take place in the Rotunda at City Hall. This event takes place to honor and express the City's gratitude to the members of its Boards and Commissions. Invitations were sent in the mail and Commissioners are requested to RSVP regarding their attendance. Each Commissioner is welcome to bring a guest to the event.

**VIII. Future Agenda Items:**

- Commissioner Liaison Reports (as scheduled)
- Food Drive (December)
- Application Review Committee (ARC Assignments)
- CAC Representation at City Council Work Session & Public Hearing (February 2008)
- City Updates.

**IX. Adjournment:** 8:20pm.