

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

**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, March 19, 2008**

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 February 20, 2008 CAC Meeting**
- VI. Funding Process Update**
 - A. Motion to Approve and Send the CAC's FY 08-09 CDBG Funding Recommendations to City Council
 - B. CAC Representation at the City Council Work Session on April 22, 2008
- VII. Discussion: CDBG/Social Services and City Council Priorities**
- VIII. Spring Tour of Funded Agencies**
- IX. Staff Report (Oral Non-Action Items):**
 - A. Update re: South Hayward Multi-Service Community Center (SHMCC)
 - B. 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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6:30pm

Summary Notes

- I. Call to Order:** Chairperson McDermott called the meeting to order at 6:30pm.
- 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	6	2	6	2
Nathaniel Bruno	X	7	1	7	1
Giavanni S. Coleman	X	7	1	7	1
Miguel Delgado	X	7	1	7	1
Peggy Guernsey	X	7	1	7	1
Robert Imazumi (Parliamentarian)	X	6	2	6	2
Sara Lamnin (Vice-Chair)	X	8	0	8	0
Lynnette Linnen	X	7	1	7	1
Dianne McDermott (Chair)	X	8	0	8	0
Kathryn Morris	X	7	1	7	1
Beverly Reliford	O	6	2	6	2
Robert Topete	X	7	1	7	1

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

Council Member Halliday was also in attendance.

Guests in attendance signed the Guest Sign-In Sheet.

IV. Public Comments:

- Commissioner Morris commented that CAC Meeting packets could be distributed quickly and inexpensively by e-mailing them to members of the CAC, as opposed to using the regular postal service. Other Commissioners concurred, and after a brief discussion, it was decided that future packets would be provided via e-mail. However, it was also noted that mailed paper packets would be made available to Commissioners who preferred that method of delivery. Commissioners were asked to confirm their email addresses so the revised procedure could be implemented.
- Council Member Halliday provided an update on the possibility of a new, second power plant proposed to be located in Hayward. She commented that Assembly Member Mary Hayashi has proposed an Assembly Bill that would prevent the California Energy Commission from authorizing the development of more than one power plant in one jurisdiction without that jurisdiction's consent. She will provide additional updates on this topic as more information becomes available.

V. Approval of the January 16, 2008 CAC Regular Meeting Summary Notes: It was noted that the January Summary Notes should be corrected to reflect that Chairperson McDermott requested that follow-up questions for applicants be directed to Shauna Darwin, CDBG Secretary (not to Anne Culver, as the Summary Notes indicated).

It was also noted by Commissioner Bruno that his comments regarding the assistance provided to him in the preparation of his Kidango Liaison Report were omitted. He had expressed his appreciation to Bob Gerber, of Sheppard Mullin LLP's Pro Bono Committee, for providing the funds for his Liaison Report packet materials, and to Brook Braunschweig, of Merrill Legal Solutions, for discounting the price of duplicating the color copies. Both contributions were made in support of the community-oriented work performed by the CAC.

With these corrections, Commissioner Linnen made a motion to approve the Summary Notes from January 16, 2008. Commissioner Morris seconded the motion, which was approved unanimously.

VI. Funding Process Update: Recognition was given to those Commission members that served on the FY 0-09 CDBG Application Review Committee (ARC). The ARC conducted applicant interviews from 8am to 5pm, Saturday, February 9, 2008. During the ARC interviews, funding applicants responded to questions pertaining to project budgets, program design, service delivery and outreach strategies, service objectives, etc.

Subsequent to the interviews, the ARC discussed the various applications, and developed a preliminary chart of funding recommendations. The recommendations were established using the following criteria:

- The information provided in the submitted applications,
- Applicant interviews,
- Applicants' past performance (if known) and current capacity,
- Eligibility of the activities proposed and the depth/breadth of need for those activities, and
- Number of clients proposed to be served (i.e., "bang-for-buck").

At this evening's CAC meeting, the ARC's funding recommendations were reviewed by the entire Commission. Members of the ARC expressed that they were impressed by the overall high quality of the applications submitted. After discussion, the Commission established its FY 08-09 CDBG Funding Recommendations (attached).

In compliance with Conflict of Interest law and the City's Charter, Commissioner Linnen, who serves as a board member for Women on the Way, Inc. (a CDBG funding applicant), left the room during deliberation on that agency's applications. Commissioner Balloue then made a motion to recommend funding for Women on the Way's applications in the amounts reflected on the attached chart. The motion was seconded by Commissioner Delgado and approved unanimously. When Commissioner Linnen rejoined the meeting, she made a motion to recommend funding for the remaining agencies in the amounts reflected on the attached chart. Her motion was seconded by Commissioner Delgado, and approved with eight votes in support of the motion and one vote against the motion (by Commissioner Bruno). Commissioner Bruno explained that he would prefer that each application be voted on separately, and that each Commissioner's vote be reflected in the meeting record.

The Funding Recommendations will be sent to each of the Applicants, distributed to currently funded agencies, posted on the City's website and at the Library. At the CAC's March 19, 2008 Regular Meeting there will be a public comment period, during which members of the public may make comments pertaining to the Recommendations for Funding, as well as other issues. After the Public Comment agenda item, the Commission will vote on its funding recommendations, which will then be submitted to the City Council for consideration.

The City Council's FY08-09 CDBG Funding Work Session is scheduled to take place at City Hall on Tuesday, April 22, 2008 (the meeting time can be confirmed one week prior). This will be followed by the City Council's FY08-09 CDBG Funding Public Hearing on Tuesday, May 6, 2008 at 8pm in the City Council Chambers at Hayward City Hall.

The topic of CAC representation at the City Council Work Session will be placed on the CAC's March 19, 2008 Agenda for discussion.

VII. Staff Report:

A. Update re: Matters Pertaining to Downtown Hayward: David Korth, NED Manager, announced that on February 13, 2008, All Saints Church and First United Methodist Church held their second community meeting to discuss the issues related to food distribution activities in and around Downtown Hayward. Over 35 people attended the meeting, including representatives from the Alameda County Community Food Bank, Hope for the Heart, and Eden I & R. Topics discussed included coordination among the various participating organizations to move outdoor food distribution efforts indoors, as well as ways to enhance the services offered to those in need. Schedules for transportation and food distribution, and various health and safety concerns were also discussed. It was noted that under the name Hayward Community Action Network (Hayward CAN), this network of faith and community-based organizations submitted an application to the City for Social Services funding that would support the coordination of both the delivery of services and organized community clean-up activities.

B. Update re: South Hayward Multi-Service Community Center (SHMCC) Work Group: Mr. Korth distributed the attached Task Force report which includes a summary of the planning discussions to date and suggested next steps. The Eden Youth and Family Center's FY 08-09 CDBG application, which requested \$10,000 to evaluate the facility's structural and mechanical components, and which supports the recommendations of the Work Group, was recommended for funding by the CAC. The Work Group's mid- and long-range recommendations may be undermined, however, by the lack of available local jurisdictional funding for such projects – a condition which is expected to continue for several years. In the short-term, efforts have been successful to keep the facility's spaces rented, which helps stabilize the programs currently offered by Eden Youth and Family Center.

The City of Hayward, which owns the Eden Youth and Family Center, will review the facility's condition as well as the costs associated with its operation and maintenance consider the Work Group's recommendations within the context of its Ten Year Capital Improvement Program.

VIII. Future Agenda Items

- CDBG/Social Services and City Council Priorities
- CAC Representation at the City Council Work Session on April 22, 2008
- Spring CDBG Funded Agency Tour

IX. Adjournment: 8:25pm.