

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

**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, April 16, 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 March 19, 2008 CAC Regularly Scheduled Meeting**
- VI. Funding Process Update**
- VII. Annual Dinner Meeting – Update**
- VIII. Nominations Committee Appointments**
- IX. Make a Difference Day (October 2008) / Commission Summer Volunteer Project**
- X. Staff Report (Oral Non-Action Items):**
 - A. CDBG Related Announcements / Advisories
 - B. New City Initiatives and Reorganization Plan – Library and Neighborhood Services Department
- XI. Future Agenda Items**
- XII. 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
March 19, 2008**

6:30pm

Summary Notes

- I. Call to Order:** Chairperson McDermott called the meeting to order at 6:32pm.
- 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	7	2	7	2
Nathaniel Bruno	O	7	2	7	2
Giavanni S. Coleman	X	8	1	8	1
Miguel Delgado	O	7	2	7	2
Peggy Guernsey	X	8	1	8	1
Robert Imazumi (Parliamentarian)	X	7	2	7	2
Sara Lamnin (Vice-Chair)	X	9	0	9	0
Lynnette Linnen	X	8	1	8	1
Dianne McDermott (Chair)	X	9	0	9	0
Kathryn Morris	X	8	1	8	1
Beverly Reliford	X	7	2	7	2
Robert Topete	X	8	1	8	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:

- Commission Members and staff congratulated Commissioner Lamnin on her wedding that took place on February 29, 2008 in the City Hall Rotunda. Comments were made on the overall beauty of the ceremony.
- Commissioner Morris passed out flyers created by the Mobile Home Association regarding Propositions 98 and 99. Commissioner Imazumi expressed a concern around the distribution of political materials promoting certain positions at commission meetings. Discussion followed regarding fine line that exists between advocacy and education, as well as the purpose and importance of the Public Comments Agenda Item being an opportunity for free speech. It was noted that the Commission was not being asked to take action, nor was any action taken, with regard to the information that was distributed.
- Rachel Lee Holstein, of Alameda County Community Food Bank, expressed appreciation to the commissioners, on behalf of the organization, for continuing to recommend funding this fiscal year. She also spoke of the rapidly growing needs in our community for this service, as the requests for food has increased by 35% over the last year.
- Cate Steane, Executive Director of the Family Emergency Shelter Coalition Office (FESCO), addressed the Commission, thanking the members for their recommendation; she also added to Ms. Holstein's comments re: the growing need for services. Over the past year FESCO provided 11,000 meals, serving 120 families while turning 520 families away due to limited program capacity.

- V. Approval of the February 20, 2008 CAC Regular Meeting Summary Notes:** Commissioner Lamnin made a motion to approve the February 20, 2008 Regular CAC Meeting Summary Notes as submitted. Commissioner Coleman seconded the motion, which was approved unanimously.

VI. Funding Process Update:

- A. Motion to Approve and Send the CAC's FY 08-09 CDBG Funding Recommendations to City Council:** Copies of the CDBG Funding Recommendations were included in Commissioners' meeting packets, and additional copies of the chart were distributed to members of the audience.

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 when the commission voted on the CDBG Funding Recommendations. Commissioner Balloue then made a motion to approve and send the CAC's FY 08-09 Funding Recommendations to City Council. Commissioner Guernsey seconded the motion, which was approved unanimously.

B. CAC Representation at the City Council Work Session: On April 22, 2008, the City Council will consider the FY 08-09 Funding Recommendations at its regularly scheduled Work Session. An agenda for this meeting will be posted and available on the City's website no later than Friday, April 18, 2008. Commissioner Imazumi requested that CDBG recommendations be scheduled for discussion at the City Council Work Session, and at the subsequent CDBG Public Hearing on May 6, 2008, before the Social Services Funding recommendations. Chairperson McDermott indicated that she would forward this request via an email to the City Manager, Greg Jones.

VII. Discussion: CDBG/Social Services and City Council Priorities: Staff provided a handout to commissioners and audience members including the Priorities and Initiatives that have been adopted by City Council.

Commissioners and staff discussed how these priorities and initiatives might influence the way CDBG funding is used in the future. Examples shared include: the distribution of CDBG targeted RFPs for certain types of projects that benefit Hayward neighborhoods, and altering the design of the City's Housing Conservation Program (a CDBG funded program) to directly benefit neighborhoods as a whole as well as the individuals served (i.e., housing rehabilitation work may include work on exterior and façade improvements as well as needed interior repairs.)

Anne Culver informed the Commission of the organizational changes that are underway and that will go into effect July 1, 2008. Most notably is the development of the Library and Neighborhood Services Department. The Neighborhood and Economic Development Division, currently a part of the Community and Economic Development Department, will become the Neighborhood Services Division within the new Library and Neighborhood Services Department. Ms. Lisa Rosenblum will be the Department Director of this new City department.

VIII. Spring Tour of Funded Agencies: Commissioners and staff discussed which agencies to tour next month. The agencies that the Commission asked be part of the itinerary include: the Family Emergency Shelter Coalition's (FESCO's) Marquis and Banyan Street locations; the Community Resources for Independent Living (CRIL); the Emergency Shelter Program (ESP); the HARD Sorensdale Community Center; the Hope for the Heart and the Women on the Way programs.

Commission Members were asked to meet in the City Hall rotunda at 1:20pm on April 16, 2008. The tour group will return to City Hall around 5:00 – 5:30pm. There will be an hour break before convening for the CAC's regular meeting to allow Commission members time to go buy their dinner. (Unfortunately, dinner cannot be provided for Commission members this year.)

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

- A. Update re: South Hayward Multi-Service Community Center (SHMCC) Work Group:** The City Council Work Session on this item is scheduled for March 25, 2008 at Hayward City Hall, in Room 2A, at approximately 5:00pm. A copy of the City Council agenda report on this item is available on the City's website at: <http://www.hayward-ca.gov/citygov/meetings/citycouncil.shtm>.
- B. CDBG Related Announcements/Advisories:** No announcements were made as information pertaining to this agenda item was previously covered during the meeting.

X. Future Agenda Items:

- New City Initiatives and Re-organization Plan - The Library and Neighborhood Services Department
- Annual Dinner Committee Appointments
- Nominations Committee Appointments
- Citizens Advisory Commission Summer Volunteer Project / National Make a Difference Day, October 2008 – (<http://www.usaweekend.com/diffday/>).

XI. Adjournment: 7:46pm.

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

**Hayward City Hall
777 B Street, Hayward, California
Wednesday, April 16, 2008**

1:20pm

CDBG Funded Agency Spring Tour

(Meet in City Hall Rotunda at 1:20pm – bus leaves at 1:30pm)

Itinerary

- Family Emergency Shelter Coalition Office (FESCO)
 - Marquis location
 - Banyan location
- Community Resources for Independent Living (CRIL)
- Emergency Shelter Program (ESP)
- HARD - Sorensdale Center
- Hope for the Heart

5:30pm Return to City Hall

Dinner Break

Return for the Citizen Advisory Commission

Regular Meeting at 6:30pm

CDBG FUNDED AGENCY SPRING TOUR

April 16, 2008

- 1:15 MEET AT CITY HALL ROTUNDA
- 1:30 BOARD BUS AND DEPART
- 1:45 ARRIVE AT HARD/SORENSDALE CENTER
- 2:10 DEPART HARD/SORENSDALE CENTER
- 2:20 ARRIVE AT EMERGENCY SHELTER PROGRAM
- 2:40 DEPART EMERGENCY SHELTER PROGRAM
- 3:00 ARRIVE AT MARQUIS HOUSE (FESCO Family Shelter)
- 3:20 DEPART MARQUIS HOUSE
- 3:30 ARRIVE AT CRIL
- 4:00 DEPART CRIL
- 4:10 ARRIVE AT HOPE FOR THE HEART
- 4:40 DEPART HOPE FOR THE HEART
- 4:50 ARRIVE AT BANYAN HOUSE (FESCO Transitional Housing)
- 5:20 DEPART BANYAN HOUSE
- 5:30 ARRIVE BACK AT CITY HALL