

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

**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, May 21, 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 April 16, 2008 CAC Regularly Scheduled Meeting**
- VI. FY07-08 CDBG Funding Process Review**
- VII. Nominations Committee Report**
- VIII. Discussion: Make a Difference Day (October 2008)**
- IX. Staff Report (Oral Non-Action Items):**
 - A. CDBG Related Announcement/ Advisories**
 - B. Library and Neighborhood Services Department Mission Statement**
- X. Future Agenda Items - (Note: the June 18, 2008 CAC Meeting has been canceled).**
- XI. 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
April 16, 2008**

6:30pm

Summary Notes

- I. Call to Order:** Chairperson McDermott called the meeting to order at 6:35pm.
- 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	8	3	8	2
Nathaniel Bruno	X	8	3	8	2
Giavanni S. Coleman	O	8	3	8	2
Miguel Delgado	X	8	3	8	2
Peggy Guernsey	X	10	1	9	1
Robert Imazumi (Parliamentarian)	X	7	4	7	3
Sara Lamnin (Vice-Chair)	X	11	0	10	0
Lynnette Linnen	X	10	1	9	1
Dianne McDermott (Chair)	X	11	0	10	0
Kathryn Morris	O	8	3	8	2
Beverly Reliford	O	8	3	7	3
Robert Topete	X	10	1	9	1

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

Guests in attendance signed the Guest Sign-In Sheet.

IV. Public Comments:

- Commissioners who had attended the Funded Agency Tour earlier in the day said they were deeply impressed by the services provided by each of the agencies. Several Commissioners commented on how thoughtfully executed the tour was, and offered suggestions for future tours.
- Commissioner Lamnin announced the South Hayward Stroll scheduled for Saturday, June 7th from 1-4pm. The Stroll will be on Tennyson Road between Ruus Road and Patrick Avenue.
- Commissioner Balloue announced that Scholarships, Inc. awarded 14 scholarships, totaling \$43,500, to students attending three local high schools.
- Ms. Culver reminded the Commission that the City of Hayward's Earth Day event will be Saturday, April 19, 2008 from 11am to 4pm, at City Hall.
- Mr. Korth introduced Lisa Rosenblum, director of the new *Library and Neighborhood Services Department*, which will encompass the Library Services and (new) Neighborhood Services Divisions. Ms. Rosenblum briefly summarized the new department's mission statement and objectives. Commissioners introduced themselves and welcomed Ms. Rosenblum.

V. Approval of the March 19, 2008 CAC Regular Meeting Summary Notes: Commissioner Lamnin made a motion to approve the March 19, 2008 Regular CAC Meeting Summary Notes. Commissioner Balloue seconded the motion, which was approved unanimously (with one abstention: Bruno).

VI. Funding Process Update:

- A. CAC Representation at City Council Work Session:** The City Council will discuss the FY 08-09 CDBG Funding Recommendations at a Work Session on Tuesday, April 22, 2008. The agenda for the Work Session will be available online Friday, April 18, 2008. Commissioners are welcome to attend the Work Session, and Commissioner Lamnin, who served as the Application Review Committee Chairperson, agreed to be present at the Work Session to represent the CAC and to respond to any questions the City Council might have regarding the Commission's Funding Recommendations.
- B. CAC Representation at Public Hearing:** On May 6, 2008, the CDBG Public Hearing is scheduled to take place at 8pm in Council Chambers. Commissioners are welcome to attend the Public Hearing.

- VII. Annual Dinner Meeting – Update:** Mr. Korth announced that in order to conserve the City's general fund resources and reduce short-term reliance on reserves, all non-essential general fund expenditures have been eliminated, including Annual Commission Dinners. After discussion, Commissioner Lamnin made a motion to cancel the dinner in June. Commissioner Balloue seconded the motion, which was approved unanimously.

Commissioner Linnen also made a motion to cancel the Regularly Scheduled Meeting for June 18, 2008, and the motion was seconded by Commissioner Guernsey. Commissioners approved the motion unanimously (with one abstention).

- VIII. Nominations Committee Appointments:** The Nominations Committee develops and proposes a slate of candidates to serve as CAC Officers (i.e., Chairperson, Vice-Chair and Parliamentarian) in the coming fiscal year. Chairperson McDermott appointed Commissioners Balloue, Topete, and Bruno to serve on this Committee. The election of FY 08-09 CAC Officers will take place at the Regular CAC Meeting on July 16, 2008.

- IX. Make a Difference Day/ Commission Summer Volunteer Project:** The Commission discussed volunteer options for Make a Difference Day, on October 25, 2008. After consideration, Commissioners decided that the CAC would volunteer again with *Tools for School*, which will be having an Assembly Day on August 9, 2008. A motion was made by Commissioner Bruno to participate in the *Tools for School* event in August and discuss options for Make a Difference Day at a subsequent meeting. His motion was seconded by Commissioner Linnen and approved unanimously (with one abstention: Lamnin).

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

- A. CDBG Related Announcements/Advisories:** No announcements were made as information pertaining to this agenda item was addressed in the Funding Process Update.
- B. New City Initiatives and Reorganization Plan – Library and Neighborhood Services Department:** No announcements were made as information pertaining to this agenda item was addressed in Public Comments.

XI. Future Agenda Items:

- Discussion: October 25, 2008 - National Make a Difference Day (May)
- Slate of Proposed CAC Officers (May)
- Training on the Brown Act and Conflict of Interest Law (September 2008)

- XII. Adjournment:** 8:17pm.