

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

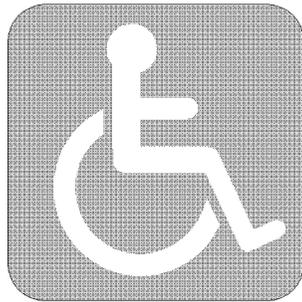
**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, July 16, 2008
6:30pm**

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 May 21, 2008 CAC Regularly Scheduled Meeting**
- VI. Election of FY 2008-09 CAC Officers**
- VII. FY 2008-09 Funded Agency Liaison Assignments**
- VIII. Discussion: Make a Difference Day (October 2008)**
- IX. Staff Report (Oral Non-Action Items):**
 - A. CDBG-Related Announcement / Advisories
 - B. Programmatic Announcements / Advisories
- X. Creation of Committee to Review By-Laws and Recommend Updates**
- XI. Recommendation to City Council Re: Plan to Fill Mid-year Commission Vacancies**
- XII. Future Agenda Items**
- XIII. 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
May 21, 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 Year to Date	
		Present	Absent	Present	Absent
Diane Balloue	X	9	3	9	2
Nathaniel Bruno	X	9	3	9	2
Giavanni S. Coleman	O	8	4	8	3
Miguel Delgado	X	9	3	9	2
Peggy Guernsey	X	11	1	10	1
Robert Imazumi (Parliamentarian)	X	8	4	8	3
Sara Lamnin (Vice-Chair)	O	11	1	10	1
Lynnette Linnen	O	10	2	9	2
Dianne McDermott (Chair)	X	12	0	11	0
Kathryn Morris	X	9	3	9	2
Beverly Reliford	O	8	4	7	4
Robert Topete	X	11	1	10	1

* Includes Special CAC Meetings and the Funded Agency Tour(s).

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

City Council Member Barbara Halliday was also in attendance.

IV. Public Comments:

- The CAC’s “Tools for School” Volunteer Day will be held on Saturday, August 9, 2008, from 10am-2pm, at the La Familia Family Resource Center (22366 Fuller Avenue at A Street, near the freeway onramp).
- On behalf of Commissioner Lamnin, Ms. Darwin reminded the Commission that the South Hayward Stroll is scheduled to take place Saturday, June 7, 2008, from 1-4pm.
- Commissioner Morris suggested that language be added to the Summary Notes Attendance Chart format distinguishing between the Regular Meetings column and All Meetings column.
- Council Member Halliday provided a City budget update, announcing that several bargaining units have expressed a willingness to give up their cost-of-living increases next year in order to minimize potential lay-offs in October. It is anticipated that by FY 09-10 the City will have eliminated the need to use any of its reserve funds to balance the budget. This will be accomplished by leaving most open positions vacant, through attrition, through the “Golden Handshakes” being offered to qualifying employees, and through strategic targeting of City services.

V. Approval of the April 16, 2008 CAC Regular Meeting Summary Notes: Commissioner Balloue noted that the April Summary Notes should be corrected to reflect that Scholarships, Inc. awarded scholarships to four, not three, local high schools. With this correction, Commissioner Guernsey made a motion to approve the Summary Notes. Commissioner Topete seconded the motion, which was approved unanimously.

VI. FY 07-08 CDBG Funding Process Review: Commissioners discussed the City Council Work Session and Public Hearing meeting. Commissioner Guernsey expressed appreciation to Council Member Halliday for Council’s allocation of CDBG Funds as Recommended by the Commission. Commissioners discussed the need for increased promotion of the services that receive CDBG and Social Services funding. Ms. Culver mentioned that the new Neighborhood Services Division will routinely publish newsletters that could be used for this purpose, especially in the City’s lower-income areas.

VII. Nominations Committee Report: The following Slate of Nominees was proposed by the Commission’s Nominations Committee for FY 08-09:

Chair: Commissioner McDermott
Vice-Chair: Commissioner Lamnin (Alternate: Commissioner Linnen)
Parliamentarian: Commissioner Imazumi

Commissioner Guernsey made a motion to accept the Nominations Committee Report. Commissioner Balloue seconded the motion, which was approved unanimously. Elections will be held at the CAC's Regular Meeting on July 16, 2008.

Chairperson McDermott clarified that nominations are not limited to the slate proposed by the Nominations Committee and that any Commissioner may be nominated and elected into any Officer position.

VIII. Make a Difference Day, October 2008 (Discussion): Commissioners continued their discussion from the previous meeting regarding volunteer opportunities available at various non-profit programs, including the Hayward Library, the (City's) Minor Home Repair Program, Habitat for Humanity, and the Alameda County Community Food Bank. The possibility of consolidating efforts with the Keep Hayward Clean & Green Task Force (KHCG) was discussed, as there are several upcoming cleanup events already scheduled. Commissioners expressed sensitivity to the potential for perceived bias or favoritism, if the CAC volunteers for an agency that receives CDBG Funding. It was determined that this item should be continued for further discussion at the Commission's next meeting in July.

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

A. CDBG Related Announcement/ Advisories: Ms. Culver advised the Commission that the Hayward Community Gardens has made recent attempts to sustain the agency; specifically the South Hayward Parish has been asked to consider taking over as fiscal agent while other possibilities are explored to stabilize the Gardens in the long term. Other efforts include diversifying the board of directors to include local institutional representation (e.g., HUSD, HARD, etc.), and restoring the Gardens' policies and practices to meet organic standards.

B. Library and Neighborhood Services Department Mission Statement: Copies of the new department's Mission Statement were distributed to Commissioners in attendance.

X. Future Agenda Items:

- Discussion: October 25, 2008 - National Make a Difference Day
- Discussion: CAC By-Laws
- Mid-year appointments to CAC
- FY 08-09 CAC Officer Elections (July)
- Liaison assignments (July)
- Potluck (July or September – depending on when the City Council appoints new Commissioners)

XI. Adjournment: 7:58