

**City of Hayward**  
**([www.hayward-ca.gov](http://www.hayward-ca.gov))**

**Citizens Advisory Commission**

**Hayward City Hall – Room 2A**  
**777 B Street, Hayward, California**  
**Wednesday, April 15, 2009 at 6:30pm**

**Regular Meeting**

**Agenda**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Attendance**
- IV. Public Comments:** *(The Public Comments section provides an opportunity to address the Citizens Advisory Commission 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 from the March 18, 2009 and April 1, 2009 CAC Meetings**
- VI. Neighborhood Stabilization Program (NSP) Discussion and Comment – Omar Cortez, Housing Development Specialist**
- VII. Updates and Next Steps: CDBG, CDBG-R, and ESG Funding Processes**
- VIII. Review and Recommendation: DRAFT Revised Citizen Participation Plan**
- IX. Discussion: CAC Bylaws**
- X. CAC Annual Dinner Committee Appointments**
- XI. FY 2010 Nominations Committee Appointments**
- XII. Staff Report (Oral Non-Action Items):**
  - A. CDBG-Related Announcement / Advisories**
  - B. Programmatic Announcements / Advisories**
- XIII. Future Agenda Items**
- XIV. Adjournment**

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.



*Materials related to an item on this Agenda, submitted to members of the Citizens Advisory Commission (CAC) after distribution of the Agenda packet, are available for public inspection in the Neighborhood Services Division Office of the Library and Neighborhood Services Department, 777 B Street, Hayward CA 94541, during normal business hours. Such documents are also available on the City of Hayward's website at [hayward-ca.gov](http://hayward-ca.gov) subject to staff's ability to post the documents before the meeting.*



CITY OF  
**HAYWARD**

HEART OF THE BAY  
[www.hayward-ca.gov](http://www.hayward-ca.gov)

**Citizens Advisory Commission  
Regular Meeting  
March 18, 2009**

**6:30pm**

**Summary Notes**

- I. Call to Order:** Chairperson McDermott called the meeting to order.
- 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 2008 through May 2009.*

Commissioners	Present This Meeting	All Meetings <sup>1</sup> Year to Date		Regular Meetings Year to Date	
		Present	Absent	Present	Absent
Diane Balloue	X	8	1	8	1
Nathaniel Bruno	X	9	0	9	0
Shelia Burks <sup>2</sup>	X	7	1	7	0
Miguel Delgado	X	6	3	6	2
Peggy Guernsey	X	8	1	8	1
Robert Imazumi (Parliamentarian)	X	8	1	8	0
Tom Kersten <sup>2</sup>	X	7	1	7	0
Sara Lamnin (Vice-Chair)	X	8	1	8	0
Lynnette Linnen	X	7	2	7	1
Dianne McDermott (Chair)	X	7	2	7	1
Liz Morales-Contreras <sup>2</sup>	X	6	2	6	1
Beverly Reliford	X	8	1	8	1
Gary Steinberger <sup>2</sup>	O	7	1	7	1
Robert Topete	X	6	3	6	2

<sup>1</sup> - Includes Special CAC Meetings and the Funded Agency Tour(s).

<sup>2</sup> - Appointment effective July 2008. Newly appointed Commissioners attended their first meeting in September 2008.

Staff in Attendance: Anne Culver, Social Services Planning Manager  
City Council Member Barbara Halliday was also in attendance.  
Guests in attendance signed the Guest Sign-In Sheet.

**IV. Public Comments:**

- Commissioner Morales-Contreras read an e-mail aloud pertaining to the Big Read.
- Commissioner Lamnin announced that the 2<sup>nd</sup> Annual South Hayward Stroll is scheduled for Saturday, May 16, 2009, from 1-4pm.

**V. Approval of Summary Notes of the February 18, 2009 CAC Meeting:** A motion was made by Commissioner Balloue and seconded by Commissioner Reliford to approve the February 18, 2009 Summary Notes. The Summary Notes were approved with 12 in favor and one abstention.

**VI. Update to City of Hayward Housing Element:** Omar Cortez, Housing Development Specialist, presented an orientation to the City's DRAFT updated Housing Element. Community members are invited to review and comment on the DRAFT updated Housing Element on the City's website. Upon request, paper copies are available. To request a paper copy, contact Erik Pearson at 510-583-4210.

**VII. CDBG, CDBG-R, and ESG Funding Processes – Discussion and Action Items**

**A.** Ms. Culver informed the Commission that the exact amount of the City's FY 2010 CDBG Entitlement Allocation won't be known until after the federal budget has been finalized. However, HUD has advised jurisdictions that for planning purposes, the amount received in FY 2009 should be used to develop funding recommendations. The amount allocated to the City of Hayward in FY 2009 was \$1,693,000.

On March 21, a 30-day Public Notice will appear in the Daily Review newspaper, announcing that City Council will make its FY 2010 CDBG allocations on April 21, 2009, which will form the substantive portion of the City's FY 2010 Annual Action Plan, due to HUD in mid-May 2009.

**B.** The American Recovery and Reinvestment Act of 2009 (ARRA of 2009) will provide two additional sources of funding to complement the City's regular CDBG grant.

**1. CDBG-R Funds:** The City of Hayward has been allocated \$460,000 in one-time funds that may be received through the submission of a Substantial Amendment to the City's FY 2009 Action Plan, which must be authorized by City Council. A portion of the funds may be used to pay for administration of the grant (labor standards enforcement, contracting, environmental review, etc.), and the balance

must be used to fund projects that are ready to implement immediately, or would quickly create jobs or employment opportunities.

On March 21, a 30-day Public Notice will appear in the Daily Review newspaper, announcing that City Council will make its CDBG-R allocations on April 21, 2009, which will authorize and form the basis for a Substantial Amendment to the City's FY 2009 Annual Action Plan.

**Action Item:** Commissioner Burks made a motion to recommend to City Council that it authorize the submission of a substantial amendment to the City's FY 2009 Action Plan, so that the City may receive its CDBG-R allocation. Commissioner Balloue seconded the motion, which was approved unanimously.

- 2. ESG/Homelessness Prevention Funds:** The ARRA of 2009 allocated \$703,000 of first-time, one-time ESG/Homeless Prevention Funds that may be received through the submission of a Substantial Amendment to the City's FY 2009 Action Plan, which must be authorized by City Council. These funds must be used to prevent income-eligible families from becoming homeless, and to rapidly re-house individuals and families who are already homeless.

Because this will be the first time the City would receive this type of federal funding, it will be necessary to revise the City's Citizen Participation Plan to include opportunities for community input into the ESG planning process. Therefore, on April 6, a copy of the DRAFT revised Citizen Participation Plan will be available on the City's website for review and comment. Also, a notice will appear in the Daily Review newspaper announcing that on April 21, 2009, City Council will discuss and approve the DRAFT revised Citizen Participation Plan.

On March 21, a 30-day Public Notice will appear in the Daily Review newspaper, announcing that City Council will make its CDBG-R allocations on April 21, 2009, which will authorize and form the basis for a Substantial Amendment to the City's FY 2009 Annual Action Plan.

In addition, a Special Public meeting has been scheduled to take place on April 1, 2009, at 5pm in City Council Chambers at City Hall. During this meeting, the City's allocation of ESG/Homelessness Prevention Funds will be discussed, and comments and suggestions solicited for how these funds could best be used to prevent homelessness. All CDBG and Social Services applicants will receive an invitation to the meeting, as well as currently funded agencies, members of the Human Services Commission, and members of the Citizens Advisory Commission. Guernsey Linnen

**Action Item:** Commissioner Geurnsey made a motion to recommend to City Council that it authorize the submission of a substantial amendment to the City's FY 2009 Action Plan, so that the City may receive its allocation of

ESG/Homelessness Prevention Funds. Commissioner Linnen seconded the motion, which was approved unanimously.

At this point in the meeting, Chairperson McDermott addressed the audience, asking if anyone in attendance wished to make a Public Comment regarding the draft FY 2010 CDBG Funding Recommendations.

- Mary McCrae, an employee of the 7<sup>th</sup> Step Foundation, urged support for the applications submitted by 7<sup>th</sup> Step.
- Cate Steane, an employee of the Family Emergency Shelter Coalition (FESCO), clarified that the funds requested from the City of Hayward for FESCO are a small portion of the agency's overall budget, and therefore leveraged by funding received from other sources.
- Five letters were submitted in support of FESCO's application, from Sherry Thomas, Diana Dickerson, Nancy Harrison, Terry Hunt, and Georgia Gruver.
- One letter was submitted in support of Centro Legal de la Raza's application, from Lucina Toscano.

**Funding Recommendations:** The CAC discussed the Public Comments and the information available to date regarding the availability and restrictions associated with the CDBG, CDBG-R, and ESG/Homelessness Prevention Funds. After discussion:

- **CDBG Funding Recommendations:** The CAC's Funding Recommendations for FY 2010 (regular) CDBG Funding were approved as attached (under the blue heading). It was understood that the exact amount of funding available in FY 2010 would be forthcoming.
- **CDBG-R Funding Recommendations:** The CAC's Funding Recommendations for ARRA of 2009 CDBG-R Funding were approved as attached (under the green heading). It was understood that further guidance from HUD regarding use of these funds would be forthcoming.
- **ESG/Homelessness Prevention Funding:** The CAC's Funding Recommendations for CDBG and CDBG-R funding reflected an expectation that applications #5 (Centro Legal de la Raza) and 19 (ECHO's Foreclosure Counseling and Mitigation Program) would be eligible to receive ESG/Homelessness Prevention Funding.

**CAC Representation at the April 7, 2009 City Council Work Session:** Chairperson McDermott encouraged members of the CAC to attend the City Council Work Session on Tuesday, April 7, at 5:30pm. She especially encouraged members of the Application Review Committee to attend.

**VIII. Staff Report:** Ms. Culver encouraged members of the Commission and audience to attend the Special Public meeting on April 1, 2009, at 5pm in City Council Chambers, to discuss the potential uses of federal ESG/Homelessness prevention Funding. Flyers were distributed to all in attendance.

**IX. Councilmember Liaison Update**

- Measure A will appear on the spring 2009 ballot. It proposes a utilities tax that would generate funds locally to support crucial City operations.
- On Tuesday, March 24 a City Council Work Session will be held addressing the Climate Action Plan. City Council will vote on a plan to reduce the City's carbon emissions by 80% by the year 2050.
- The City's updated Housing Element is available on the City's website for public review and comment.
- Council has preliminarily approved a plan for over 800 units of housing near south Hayward BART, including a number of affordable units.

**X. Future Agenda Items**

- Tools for School Workday
- Make a Difference Day
- Discussion: Bylaws
- Annual Dinner
- Nominations Committee

**XII. Adjournment:** 9:15pm.

FUNDING RECOMMENDATIONS FOR  
REGULAR FY 09-10 CDBG AND "CDBG-R" ALLOCATIONS

FY 09-10 Regular  
CDBG Allocation

"CDBG-R"  
Allocation

HOUSING REHABILITATION PROGRAMS:		Amount Requested	Amount funded in FY 08-09?	CAC Recommendation	Staff Recommendation	CAC/Staff Recommendation	
1	COH: Housing Rehab Loan Program	\$575,000	\$575,000	\$272,605	\$250,000		1
2	COH: Minor Home Repair Program	\$350,000	\$350,000	\$163,000	\$150,000	\$170,000	2
		<b>\$925,000</b>	<b>Subtotals:</b>	<b>\$435,605</b>	<b>\$400,000</b>		

NEIGHBORHOOD FACILITIES & IMPROVEMENTS

	Acquisition of the Matt Jimenez Community Center	\$133,330	133,330	133,330	133,330		
3	E.B Community Recovery Project	\$40,088		\$0	\$0		3
4	Eden Youth and Family Center	\$8,000	\$10,000	\$8,000	\$8,000		4
5	HARD - Weekes Park	\$120,000		\$20,000	\$0	\$100,000	5
6	Hayward Community Gardens	\$60,000		\$0	\$0		6
7	Hope for the Heart	\$300,000	\$22,000	\$0	\$0		7
8	Kidango	\$40,000		\$0	\$0		8
9	Magnolia House	\$30,240	\$50,000	\$25,000	\$25,000		9
10	Seventh Step Foundation	\$15,000	\$25,000	\$15,000	\$15,000		10
11	South Hayward Parish	\$29,000		\$29,000	\$29,000		11
12	Southgate Swim Club	\$75,000		\$0	\$0		12
13	Spectrum - Kitchen Project	\$130,000	\$100,000	\$35,000	\$50,000		13
14	Women on the Way	\$29,760	\$6,000	\$0	\$0		14
		<b>\$1,010,418</b>	<b>Subtotals:</b>	<b>\$265,330</b>	<b>\$260,330</b>		

PUBLIC SERVICES

15	Alameda Co. Community Food Bank	\$30,500	\$35,000	\$31,000	\$31,000		15
16	Bay Area Youth Centers	\$23,800	\$23,800	\$23,800	\$23,800		16
17	<b>Centro Legal de la Raza</b>	<b>\$12,000</b>		<b>\$0</b>	<b>\$0</b>		17
18	ECHO: Fair Housing Counseling	\$47,345	\$45,750	\$24,000	\$24,000		18
19	<b>ECHO: Foreclosure Counseling</b>	<b>\$52,610</b>		<b>\$0</b>	<b>\$0</b>		19
20	ECHO: Landlord-Tenant Counseling	\$20,940	\$19,644	\$20,000	\$19,644		20
21	ECHO: Rental Assistance Program	\$5,530	\$1,161	\$5,530	\$1,161		21
22	Emergency Shelter Program	\$26,645	\$26,645	\$26,000	\$26,000		22
23	FESCO	\$40,000	\$25,000	\$25,000	\$25,000		23
24	Family Violence Law Center	\$57,000	\$57,000	\$57,000	\$57,000		24
25	Eden I&R: Roving Case Manager	\$35,000	\$35,000	\$35,000	\$35,000		25
26	<b>Magnolia House</b>	<b>\$9,000</b>		<b>\$3,670</b>	<b>\$9,000</b>		26
27	<b>Seventh Step Foundation (meals)</b>	<b>\$9,450</b>		<b>\$0</b>	<b>\$10,000</b>		27
28	<b>Seventh Step Foundation (staff)</b>	<b>\$13,000</b>		<b>\$10,000</b>	<b>\$0</b>		28
29	Women on the Way	\$15,000	\$15,000	\$15,000	\$15,000		29
		<b>\$397,820</b>	<b>Subtotals:</b>	<b>\$276,000</b>	<b>\$276,605</b>		

ECONOMIC DEVELOPMENT / COMMERCIAL REHABILITATION

30	4 C's of Alameda County	\$50,000	\$50,000	\$25,000	\$25,000		30
31	COH: Small Bus. Rev. Loan Program	\$300,000		\$200,000	\$200,000	\$100,000	31
32	Hayward Day Laborer Center	\$130,000	\$125,000	\$100,000	\$80,000		32
33	<b>COH: Mural Program</b>	<b>\$125,000</b>		<b>\$65,000</b>	<b>\$125,000</b>		33
		<b>\$605,000</b>	<b>Subtotals:</b>	<b>\$390,000</b>	<b>\$430,000</b>		

FY 09-10 Regular CDBG Allocation Recommendations  
Differences between the CAC and staff Recommendations  
ARRA of 2009 CDBG-R Allocation Recommendations

**\$2,938,238**

**\$1,366,935**

**\$1,366,935**

**\$370,000**