

**CITY OF HAYWARD**  
NEIGHBORHOOD SERVICES DIVISION  
*COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM*

**Citizens Advisory Commission**

**Hayward City Hall – Room 2A  
777 B Street, Hayward, California  
Wednesday, May 20, 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 of the April 15, 2008 CAC Meeting**
- VI. Discussion and Recommendation: CAC By-Laws**
- VII. Approval of FY 09-10 Meeting Schedule**
- VIII. FY 2010 Commissioner Liaison Assignments**
- IX. Tools for School Workday Saturday, August 8, 2009 - Discussion**
- X. Make A Difference Day, Saturday, October 24, 2009 - Discussion**

777 "B" STREET, 2<sup>ND</sup> FLOOR  
HAYWARD, CALIFORNIA, 94541  
CDBG RECEPTION: 510-583-4250  
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- XI.** FY 2009 Annual Dinner Committee Report
- XII.** FY 2010 Nominations Committee Report
- XIII.** Updates: CDBG, CDBG-R, and ESG Funding Processes
- XIV.** Staff Report (Oral Non-Action Items):
  - A.** CDBG-Related Announcement / Advisories
  - B.** Programmatic Announcements / Advisories
  - C.** Budget Update
- XV.** Future Agenda Items
- XVI.** 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.*

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**Citizens Advisory Commission**  
**April 15, 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	10	1	8	1
Nathaniel Bruno	X	11	0	9	0
Shelia Burks <sup>2</sup>	X	9	1	8	0
Miguel Delgado	O	7	4	6	3
Peggy Guernsey	X	10	1	8	1
Robert Imazumi (Parliamentarian)	X	9	2	9	0
Tom Kersten <sup>2</sup>	X	9	1	8	0
Sara Lamnin (Vice-Chair)	X	10	1	9	0
Lynnette Linnen	O	8	3	7	2
Dianne McDermott (Chair)	X	9	2	8	1
Liz Morales-Contreras <sup>2</sup>	O	7	3	6	2
Beverly Reliford	X	10	1	8	1
Gary Steinberger <sup>2</sup>	X	7	3	6	2
Robert Topete	X	7	4	6	3

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

<sup>2</sup> - Appointment effective 7/08. New Commissioners attended their first meeting in 9/08.

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 Delgado announced his resignation from the Commission, due to a recently occurring scheduling conflict. He expressed his appreciation to members of the Commission, and said he has enjoyed his tenure on the CAC. Members of the Commission wished him well in his future endeavors, and encouraged him to re-apply for appointment to the CAC when his schedule permits.
- Commissioner Guernsey encouraged Commissioners to learn more about the Adam Walsh Child Protection & Safety Act. A link to information is located on Oprah Winfrey's website.
- Commissioner Balloue announced that over \$45,000 was awarded to sixteen local graduating high school students by Scholarships Incorporated.
- Commissioner Lamnin distributed her FY 08-09 Habitat for Humanity liaison report to members of the Commission.

#### **V. Approval of Summary Notes from the March 18, 2009 and April 1, 2009 CAC Meetings:**

Commissioner Lamnin made a motion to approve the March 18, 2009 Summary Notes. Commissioner Reliford seconded the motion, which was approved with eight yes votes and one abstention (Steinberger). Commissioner Guernsey made a motion to review and approve the April 1, 2009 Summary Notes at the CAC's May 20, 2009 meeting. The motion was seconded by Commissioner Balloue and approved with eight yes votes and one no vote (Burks).

#### **VI. Neighborhood Stabilization Program (NSP) Discussion and Comment:**

Omar Cortez delivered a presentation regarding the City's Neighborhood Stabilization Program (NSP) application requesting \$1.5 million, which will be submitted to HUD in the coming weeks. The NSP program will allow the City to acquire vacant, foreclosed homes, rehabilitate them, and re-sell them to income-eligible families. Questions, comments, and requests for more information about the City's NSP application should be directed to Omar Cortez, Housing Development Specialist, at 510-583-4246, or [omar.cortez@hayward-ca.gov](mailto:omar.cortez@hayward-ca.gov).

#### **VII. Review and Recommendation: Draft Revised Citizen Participation Plan:**

Ms. Culver presented the draft updated Citizen Participation Plan, which was discussed by Commissioners. There were several comments and suggestions to further clarify the CDBG Categories of Need within the document. When the discussion was complete, Commissioner Imazumi made a motion to approve the Revised Citizen Participation Plan. Commissioner Balloue seconded the motion, and the motion was approved unanimously.

**VIII. Discussion: CAC Bylaws:**

The By-Laws discussion was postponed until the May 20, 2009 CAC meeting, so adequate time could be allowed for thorough discussion. Commissioner Bruno volunteered to redistribute the written materials to Commissioners in advance of that meeting, so that Commissioners could re-familiarize themselves with the content.

**IX. CAC Annual Dinner Committee Appointments:**

Chairperson McDermott appointed Commissioners Balloue, Reliford, and Lamnin to serve as the Annual Dinner Committee. The Committee will develop a recommendation or recommendations for the Commission to discuss at its May 20, 2009 meeting, when the location of the Annual Dinner will be determined.

**X. FY 2010 Nominations Committee Appointments:**

Chairperson McDermott appointed Commissioners Kersten, Bruno, and Linnen to serve as the Nominations Committee. The Committee will develop and nominate slate of officers for the FY 2010. In addition to this proposed slate of officers, any person on the Commission may be nominated. The FY 2010 CAC Election of Officers will take place at the CAC's Annual Dinner Meeting, scheduled to take place on Wednesday, June 17, 2009.

**XI. Staff Report:**

**A. CDBG-Related Announcements/Advisories:** There were no additional announcements or advisories.

**B. Programmatic Announcements/Advisories:** There were no additional programmatic announcements or advisories.

**C. Other Updates:** Council Member Halliday reported that the City's budget process will be starting in mid-May. She also encouraged Commissioners to attend the City Council CDBG Public Hearing on April 21, 2009.

**XII. Future Agenda Items**

- Tools for School Volunteer Event
- Make a Difference Day
- By-Laws Discussion
- Funding Process Update

**XIII. Adjournment: 9:04pm.**