

CITY OF HAYWARD
COMMUNITY SERVICES DIVISION
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**Citizens Advisory Commission
Regular Meeting
777 B Street, Hayward, California
Wednesday, February 16, 2010**

6:30pm – Room 2-A

- 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, each item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- V. **Eden Housing Proposal: B & Grand Senior Apartments (Presentation by Housing staff)**
- VI. **Approval of Summary Notes of the December 15, 2010 CAC Regular Meeting**
- VII. **FY 11-12 CDBG Funding Process Update**
 - A. **Declaration of Conflicts (if any)**
 - B. **Application Review Committee Debrief**
 - C. **FY 11-12 CAC Funded Recommendations**
 - D. **CAC Representation at City Council Work Session & Public Hearing**
 - E. **Next Steps**
- VIII. **Adjournment**

777 "B" STREET, 2ND FLOOR
HAYWARD, CALIFORNIA, 94541
CDBG RECEPTION: 510-583-4250
WWW.HAYWARD-CA.GOV

Please do not wear scented products, as 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 Community Services Division Office of the Library and Community 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 subject to staff's ability to post the documents before the meeting.

CITY OF HAYWARD
COMMUNITY SERVICES DIVISION
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Citizens Advisory Commission
Regular Meeting
6:30 p.m., December 15, 2010

Summary Notes

- I. **Call to Order:** Chairperson Linnen called the meeting to order at 6:46 p.m.
- II. **Pledge of Allegiance:** Members of the Commission recited the Pledge of Allegiance.
- III. **Attendance:** Commissioners in attendance signed the Attendance Sheet.

Note: Record of attendance is kept from September 2010 through August 2011.

| Commissioners | Present This Meeting | All Meetings ¹ Year to Date | | Regular Meetings Year to Date | |
|--------------------------------|----------------------------|---|--------|----------------------------------|--------|
| | | Present | Absent | Present | Absent |
| Donna Allen-Thomas | X | 3 | 0 | 3 | 0 |
| Ray Bonilla Jr. ² | X | 2 | 0 | 2 | 0 |
| Cynthia Chiasson | X | 3 | 0 | 3 | 0 |
| Rowena Gilmore ² | X | 2 | 0 | 2 | 0 |
| Peggy Guernsey | O | 2 | 1 | 2 | 1 |
| Tom Kersten | X | 2 | 1 | 2 | 1 |
| Robert Leppert ² | X | 2 | 0 | 2 | 0 |
| Lynnette Linnen (Chair) | X | 3 | 0 | 3 | 0 |
| Allison McManus ² | X | 2 | 0 | 2 | 0 |
| Linda Moore (Vice-Chair) | X | 3 | 0 | 3 | 0 |
| Liz Morales-Contreras | X | 1 | 2 | 1 | 2 |
| Beverly Reliford | X | 2 | 1 | 2 | 1 |
| Flo Samuels ² | O | 1 | 1 | 1 | 1 |
| Jim Todt ² | X | 2 | 0 | 2 | 0 |
| Julius Willis Jr. ² | O | 1 | 1 | 1 | 1 |

¹ - Includes Special CAC Meetings and the Funded Agency Tour(s).

² - Appointment effective September 2010.

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

Guests in attendance signed the Guest Sign-In sheet.

Citizens Advisory Commission
December 15, 2010 Regular Meeting
Summary Notes

- IV. **Public Comments:** There were no public comments.
- V. **FY 2011-12 CDBG Funding Process Overview and Update:** During last year's FY 10-11 CDBG Funding Process, the CAC and staff identified a number of projects that would receive funding consideration in FY 11-12, subject to available funding. These projects are summarized in the attached *Chart of FY 11-12 Applicants*. In addition, seven new applications were received by the December 15, 2010 deadline, also summarized in the chart. The total amount of funding requested for FY 11-12 is \$2,102,080. The amount of the City's FY 11-12 CDBG grant is not yet known. An update will be provided at the CAC's February 16, 2011 meeting.

At tonight's meeting, Commissioners received binders containing the applications, evaluation criteria, and progress reports for currently funded agencies. Commissioners were asked to review all of the materials, and to submit follow-up questions, if any, to CDBGInfo@Hayward-ca.gov, by Friday, February 4, 2011.

The next step in the FY 11-12 CDBG Funding Process will be Application Review Committee (ARC) interviews. All new applicants for CDBG funding will be interviewed on Tuesday, February 8, 2011 by this subset of the entire Commission, appointed by Chairperson Linnen. Follow-up questions submitted by Commissioners will be posed to each respective applicant by members of the Committee. Responses will be noted for discussion at the CAC's February 16, 2011 Regular Meeting.

After discussion, Chairperson Linnen appointed Commissioners Leppert, Todt, Gilmore, Kersten, Bonilla, McManus, and Moore to serve as this year's ARC. As the Vice-Chairperson of the CAC, Commissioner Moore will serve as Chairperson of ARC. Applicant interviews will be scheduled by staff to take place beginning at 6pm on February 8, 2011.

At the CAC's February 16, 2011 meeting, the Commission will deliberate and establish its FY 11-12 draft CDBG Funding Recommendations, which will signal the start of a 30-Day Public Comment Period. At the end of the Public Comment Period, on March 16, 2011, the CAC will review any Public Comments submitted, and finalize its FY 11-12 CDBG Funding Recommendations.

At a Work Session tentatively scheduled to take place on Tuesday, April 5, 2011, City Council will review and discuss the CAC's FY 2011-12 CDBG Funding Recommendations. Commissioners are encouraged to attend, especially the ARC Chairperson, so that if there are any questions regarding the Commissions' Funding Recommendations, the Commission's perspective may be provided. Staff will also be in attendance to provide information and response, if requested.

At a properly noticed Public Hearing scheduled to take place on April 19, 2010, City Council will make its FY 2011-12 CDBG Funding Allocations. This will be a public meeting and all are welcome to attend.

- VI. **Adjournment:** The meeting was at 8:17pm.

FY 2011-12 Community Development Block Grant (CDBG) Brief Application Summaries

| App. #: | CATEGORY | BRIEF DESCRIPTION OF PROPOSED PROJECT | Amount Requested | FY 11-12 CDBG Funding Recommendations | | App. #: |
|---|--|--|----------------------|---------------------------------------|-----------------------|-----------|
| | | | | CAC Recommendations | Staff Recommendations | |
| HOUSING & HOUSING REHABILITATION | | | | | | |
| 1 | COH: Housing Rehab Loan Program | Deferred loans to make essential repairs for low-income homeowners | 180,000 | | | 1 |
| 2 | COH: Minor Home Repair Program | Grants for health & safety repairs and accessibility improvements | 268,000 | | | 2 |
| 3 | NCCD: Faith Manor Apartments | Affordable housing - Rehabilitation of 62 units | 250,000 | | | 3 |
| | | | Total: | 698,000 | | |
| NEIGHBORHOOD FACILITIES & IMPROVEMENTS | | | | | | |
| | Acquisition of Matt Jimenez Community Center | Acquisition of the facility; 6th year of 12 years' payments. | 133,330 | | | |
| 4 | COH: Animal Shelter | Upgrading the facility for comfort of animals and patrons | 200,000 | | | 4 |
| 5 | COH: Eden Youth and Family Center | Facility improvements | 100,000 | | | 5 |
| 6 | FESCO | Earthquake retrofit project at 24-bed shelter | 12,000 | | | 6 |
| 7 | HARD | Hayward Senior Center Kitchen Rehabilitation | 120,000 | | | 7 |
| 8 | Hope for the Heart | Install Solar Panels on new warehouse | 50,000 | | | 8 |
| | | | Total: | 615,330 | | |
| PUBLIC SERVICES | | | | | | |
| 9 | AIRSS & BAIRS | Counseling and support for immigrants and refugees | 35,000 | | | 9 |
| 10 | Alameda County Community Food Bank | Food scholarships for Hayward homeless shelters | 35,000 | | | 10 |
| 11 | BOSS/South County Homeless Shelter | Shelter operations (24 shelter beds) | 15,000 | | | 11 |
| 12 | Centro Legal de la Raza | Legal services to support fair housing and eviction defense activities | 17,000 | | | 12 |
| 13 | ECHO:Fair Housing Counseling | Fair housing counseling and testing | 20,000 | | | 13 |
| 14 | ECHO: Foreclosure Counseling | Foreclosure assistance | 25,000 | | | 14 |
| 15 | ECHO: Landlord-Tenant Counseling | Landlord and tenant counseling | 20,000 | | | 15 |
| 16 | ECHO: Rental Assistance Program | Move-in assistance (loan guarantees) | 5,525 | | | 16 |
| 17 | Emergency Shelter Program | Shelter operations (32 shelter beds) | 26,000 | | | 17 |
| 18 | FESCO | Shelter operations(24 shelter beds) | 40,000 | | | 18 |
| 19 | Family Violence Law Center | Legal representation for victims of domestic violence | 50,000 | | | 19 |
| 20 | Hope for the Heart | Purchase 30 pallet racks for food storage | 32,000 | | | 20 |
| 21 | Kidango | Childcare scholarships for low-income households | 25,000 | | | 21 |
| 22 | Seventh Step Foundation-Job Developer | Funds are requested to pay for a job developer | 16,975 | | | 22 |
| 23 | So. Hayward Parish/CAN | Assistance to homeless individuals. | 15,000 | | | 23 |
| 24 | Women on the Way | Shelter operations (10 shelter beds) | 15,000 | | | 24 |
| | | | Total: | 392,500 | | |
| ECONOMIC DEVELOPMENT & COMMERCIAL REHABILITATION | | | | | | |
| 25 | 4 C's of Alameda County | Childcare recruitment & training (job creation) | 25,000 | | | 25 |
| 26 | COH: Mural Program/Code Corrections | Installation of murals | 50,000 | | | 26 |
| 27 | COH: Small Business Revolving Loan Program | Revolving loan program for downtown businesses (job creation). | 150,000 | | | 27 |
| 28 | Young Entrepreneurs Program | Mentoring of CalWorks clients by small business owners | 51,250 | | | 28 |
| 29 | Hayward Day Laborer Center | Job development and blight abatement | 120,000 | | | 29 |
| | | | Total: | 396,250 | | |
| | | | GRAND TOTALS: | 2,102,080 | | |

Highlight = NEW applications.