



COMMUNITY SERVICES COMMISSION

Hayward City Hall
777 B Street, Hayward, CA
Room 2-A

REGULAR MEETING AGENDA

Wednesday, May 15, 2013 – 7PM

I. Call to Order

II. Pledge of Allegiance

III. Attendance

IV. Public Comments

The Public Comments section provides an opportunity for members of the public to address the 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. Approval of Summary Notes from the March 20, 2013 Regular Meeting

VI. Debrief Discussion: Funded Agencies Spring Tour

VII. Debrief Discussion: FY 2013-2014 Funding Process

VIII. Commission Best Practices

IX. Non-Action Items

- A. Community Engagement Open House
- B. Paratransit Report
- C. Community Events

X. Future Agenda Items (Nonrecurring)

XI. Commissioner Announcements

XII. Adjournment

777 "B" STREET, 2ND FLOOR
HAYWARD, CALIFORNIA, 94541
CSD RECEPTION: 510-583-4250
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Materials related to an item on this Agenda, submitted to members of the Commission 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
HEART OF THE BAY

COMMUNITY SERVICES COMMISSION

Wednesday, March 20, 2013

Summary Notes

I. Call to Order

Meeting called to order at 7:06PM.

II. Pledge of Allegiance

All in attendance recited the Pledge of Allegiance.

III. Attendance

Mrs. Nischik called the attendance of the Community Services Commission (CSC). Commissioners in attendance signed the Attendance Sheet.

Attendance Record In Alphabetical Order	This Meeting	All Meetings ¹ Year to Date		Regular Year to Date	
		Commissioners	3/20	Present	Absent
1. Allen-Thomas, Donna	X	6	1	6	1
2. Bonilla, Jr. Ray	X	6	1	6	1
3. Chiasson, Cynthia (Parliamentarian)	X	7	0	7	0
4. Davis, Todd	O	4	3	4	3
5. Enders, Heather	X	7	0	7	0
6. Fagalde, Diane	X	7	0	7	0
7. Guernsey, Peggy	X	5	2	5	2
8. Henderson, Ben	X	7	0	7	0
9. Lara, Robert	O	4	3	4	3
10. Leppert, Robert	X	6	1	6	1
11. Linnen, Lynnette	O	0	7	0	7
12. Manapragada, Sai	X	7	0	7	0
13. McManus, Allison	X	7	0	7	0
14. Moore, Linda (Vice-Chair)	X	7	0	7	0
15. Morales-Contreras, Liz	O	3	4	3	4
16. Samayoa, Elizabeth (Chair)	X	6	1	6	1
17. Willis Jr., Julius	X	7	0	7	0

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

Council Member in Attendance: Council Member Barbara Halliday in attendance

Staff in Attendance:

Sean Reinhart, Library and Community Services Director
Shauna Nischik, Administrative Analyst I
Grace Kong, Administrative Analyst I

Guests in Attendance: Guests signed the Guest Sign-In sheet.

IV. Public Comments

Mr. Reinhart reviewed the public comment process. There was one Public Comment given in response to the CSC Draft Neighborhoods, Arts, and Events (NAE) Funding Recommendations:

Lolita Morelli, Hayward Municipal Band

Mrs. Nischik reviewed submitted written comments.

V. Approval of Summary Notes from the February 20, 2013 Regular Meeting

Commissioner Willis motioned to approve the February 20, 2013 Summary Notes, and Commissioner Allen-Thomas seconded the motion. *The CSC approved the February 20, 2013 Summary Notes, with 10 in favor, 0 opposed, and 1 abstention.*

VI. FY 2013-2014 Funding Process Update

A. Budget Update

Mr. Reinhart provided an update of the City of Hayward General Fund budget development process. Mr. Reinhart informed the CSC of a potential reduction to the City Community Development Block Grant (CDBG) allocation as a result of the federal sequestration. Mr. Reinhart provided an overview of recent financial reconciliations, which uncovered an amount of uncommitted CDBG funds. Mr. Reinhart proposed using the funds to offset the sequester reductions, and to pay off the entirety of the outstanding Matt Jimenez Community Center (MJCC) loan.

B. Substantial Amendment to FY 2012-2013 CDBG Action Plan

Mr. Reinhart proposed using the uncommitted CDBG funds to pay off the entirety of the outstanding MJCC loan. Payoff would result in cost savings to the City, approximately \$32,000 in interest payments. Payoff would also result in additional CDBG funding made available as grants to other service providers in future years, since the City would no longer be obligated to make annual loan payments of \$133,330 toward the acquisition of the MJCC. The decision to pay off the MJCC loan requires a Substantial Amendment to the City of Hayward CDBG Annual Action Plan. Discussion followed. Commissioner Willis motioned to approve the Substantial Amendment to the FY 2012-2013 CDBG Action Plan, and Commissioner Leppert seconded the motion. *The CSC*

approved the Substantial Amendment to the FY 2012-2013 CDBG Action Plan, by unanimous decision.

C. Action Item: Finalize FY 2013-2014 Neighborhoods, Arts, and Events Funding Recommendations

Commissioner Bonilla motioned to approve adoption of the Draft CSC Neighborhoods, Arts, and Events Funding Recommendations as the Final CSC Neighborhoods, Arts, and Events Funding Recommendations, and Commissioner Leppert seconded the motion. *The CSC approved adoption of the Draft CSC Neighborhoods, Arts, and Events Funding Recommendations as the Final CSC Neighborhoods, Arts, and Events Funding Recommendations, with twelve in favor, one opposed, and no abstentions.*

The chart of the Final CSC Neighborhoods, Arts, and Events Funding Recommendations is attached.

D. Next Steps

Ms. Kong reviewed the next steps of the funding process which included the following dates:

4/02/2013	City Council Work Session
4/16/2013	City Council Public Hearing

VII. FY 2012-2013 Liaison Reports

Staff invited commissioner feedback regarding the Liaison Report, which combined all reports submitted by funded agencies in CityDataServices. Brief discussion followed regarding liaison assignment structure.

VIII. Discussion: Funded Agencies Spring Tour

Mrs. Nischik proposed visiting youth services programs for the spring tour. Commissioners expressed wanting to visit a few arts agencies in addition to youth programs. Discussion followed. Funded Agencies Spring Tour was scheduled for May 15, 2013, 1PM. Staff will schedule the tour and send additional details to the CSC once confirmed.

IX. Non Action Items

A. Paratransit Report

Ms. Kong distributed and reviewed the February Paratransit Report.

B. Community Events

Commissioner Henderson (Events Coordinator) shared upcoming events.

X. Future Agenda Items (Nonrecurring)

- A. Commission Best Practices (May)**
- B. Funded Agencies Spring Tour (March Discussion, May Tour)**

XI. Commissioner Announcements

Commissioners shared various announcements.

XII. Adjournment

Meeting adjourned at 8:56PM.

Community Services Commission
FY 2014 Neighborhoods, Arts, Events
Funding Recommendations

NAE Funding Availability	
General Fund	106,084
Total NAE Funding Availability	\$106,084

NAE Recommendations by Subcategory	
Neighborhoods, Arts, Events	75,000
Community Promotions	25,500
Civic Programs	5,584
Total Recommended	\$106,084

NEIGHBORHOODS, ARTS, AND EVENTS					
Applicant		Prior Year	Req. Amt.	Staff Rec	CSC Rec
1	*4Cs of Alameda County: Children's Faire	0	3,000	500	500
2	Hayward Arts Council: Band & Orchestra Festival	7,400	7,400	7,400	7,400
3	Hayward Arts Council: Operations	16,485	22,100	16,485	16,485
4	Hayward Municipal Band	14,695	18,509	14,695	14,695
5	*Hope 4 the Heart Food Bank	0	4,000	0	0
6	Imperial Star Empire	500	12,980	0	0
7	Pacific Chamber Symphony: Music is Fun!	4,705	6,000	4,705	4,705
8	Sun Gallery: Hayward Area Forum of the Arts	27,450	37,450	27,450	27,450
9	Youth Orchestra of Southern Alameda County	3,765	4,000	3,765	3,765
NAE Subtotal		\$75,000	\$115,439	\$75,000	\$75,000

COMMUNITY PROMOTIONS					
Applicant		Prior Year	Req. Amt.	Staff Rec	CSC Rec
1	Bay Area Blues Society: Hayward Blues Festival	21,500	22,000	21,500	21,500
2	Hayward Zucchini Festival	4,000	20,000	4,000	4,000
Community Promotions Subtotal		\$25,500	\$42,000	\$25,500	\$25,500

CIVIC PROGRAMS					
Applicant		Prior Year	Req. Amt.	Staff Rec	CSC Rec
3	Cinco de Mayo Celebration	2,524	2,524	2,524	2,524
4	Lone Tree Cemetery Association: 111th Memorial Day Event	800	1,000	800	800
5	Martin Luther King Celebration	1,910	1,910	1,910	1,910
6	Veteran's Day Observance	350	350	350	350
Civic Programs Subtotal		\$5,584	\$5,784	\$5,584	\$5,584