



COMMUNITY SERVICES COMMISSION

Hayward City Hall
777 B Street, Hayward, CA 94541
Conference Room 2A

REGULAR MEETING AGENDA

Wednesday, December 18, 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 November 20, 2013 Regular Meeting**
- VI. FY 2014-2015 Funding Process**
 - A. Debrief of the Services Application Review Committee: Day One
 - B. Next Steps
- VII. Review of the EveryOne Home Plan**
- VIII. Update on Facilities Rehabilitation Projects**
- IX. FY 2013-2014 Liaison Assignments**
- X. Future Agenda Items (Nonrecurring)**
- XI. Commissioner Announcements**
- XII. Adjournment**

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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, November 20, 2013

Summary Notes

I. Call to Order

Meeting called to order at 7:04PM.

II. Pledge of Allegiance

All in attendance recited the Pledge of Allegiance.

III. Attendance

City staff called the attendance of the Community Services Commission (CSC), and noted attendance on the Attendance Sheet.

Commissioners in Attendance:

- | | | |
|----------------------|---------------------|------------------------|
| 1. Araujo, Crystal | 6. Evans, Valarie | 11. Manapragada, Sai |
| 2. Balram, Neha | 7. Fagalde, Diane | 12. Moore, Linda |
| 3. Bonilla Jr., Ray | 8. Frink, Dania | 13. Romero, Aramis |
| 4. Chiasson, Cynthia | 9. Guernsey, Peggy | 14. Samayoa, Elizabeth |
| 5. Davis, Todd | 10. Leppert, Robert | 15. Willis Jr., Julius |

Commissioners Absent: None

Council Members in Attendance: Barbara Halliday

Staff in Attendance:

1. Sean Reinhart, Director of Library and Community Services
2. Dawn Jaeger, Community Services Division Manager
3. Dana Bailey, Senior Property Rehabilitation Specialist
4. Grace Kong, Administrative Analyst I
5. Rachael McNamara, Administrative Secretary

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

IV. Public Comments

Vera Ciammetti from Ruby's Place requested that the Community Services Commission consider recommending an allocation to nonprofit agencies for facilities rehabilitation projects in the current funding process.

Gay McDaniel from Family Emergency Shelter Coalition also requested that the Community Services Commission consider recommending an allocation to nonprofit agencies for facilities rehabilitation in the current funding process.

V. Approval of Summary Notes from the October 16, 2013 Regular Meeting

Commissioner Fagalde motioned to approve the October 16, 2013 Summary Notes. Commissioner Moore seconded the motion. *The CSC approved the October 16, 2013 Summary Notes with 12 Yes, 0 No, and 0 Abstentions.*

VI. Office of the City Attorney: Brown Act and Conflict of Interest Training

Assistant City Attorney Maureen Conneely provided the Community Services Commission with information about the Brown Act. Information included instances such as “serial meetings” and other discussions outside of schedule commission meetings that could result in noncompliance with the Brown Act.

Assistant City Attorney Maureen Conneely also reviewed Conflicts of Interest. It was noted that members of the Community Services Commission may be actively involved as volunteers or board members of nonprofit agencies that either receive or are applying for City funds. In such instances, it was advised that conflicted commissioners recuse themselves from both discussion and voting on the particular agencies in which they are involved with. Other situations of conflicts of interest were also discussed.

VII. Emergency Solutions Grant FY 2013-2014

Staff reviewed the availability of State Emergency Solutions Grant funds and the application process. The City will submit a joint application with Abode Services for a Rapid Rehousing program in Hayward, which could potentially bring in approximately \$168,000 of financial assistance to families that have recently become homeless. Commissioners asked a few questions regarding the program model and deadline for submission. Staff confirmed that the City’s application would not be in competition with or rated against local shelter providers that plan to submit their own separate applications.

VIII. FY 2014-2015 Funding Process

A. Summary of Submitted Proposals

Staff provided an overview of the number of applications received and the amount of funds requested. In the current funding process, fifty-two applications were received, in which three were deemed ineligible due to the lack of an independent fiscal audit. Funds requested totaled over \$3 million whereas the availability of funds are projected at \$1 million.

B. Infrastructure Application Review Committee (ARC): ARC Recommendations

Commissioner Guernsey, the Infrastructure ARC's Chairperson, provided an overview of the review committee's decision-making process.

Staff provided responses from grant applicants to follow-up questions posed by the Infrastructure ARC. Staff distributed the Infrastructure ARC's funding recommendations. A lengthy discussion followed.

C. Action Item: FY 2014-2015 Draft Infrastructure Funding Recommendations

A discussion as to whether or not City Council discouraged the funding of deferred maintenance projects. The Infrastructure ARC based funding recommendations on the premise that council would not fund such projects. Councilmember Barbara Halliday clarified that although there have been specific projects and sites that council has reconsidered providing funding support to, council has in the past funded deferred maintenance projects and does not have an existing policy to not fund such projects in the future. Councilmember Halliday would follow-up with other council members to confirm her understanding of the specific issue.

Commissioner Manapragada also initiated the discussion of whether or not the City should allocate funds to City-administered projects prior making the balance of funds available as part of the competitive funding process for the Community Services Commission to review. No clear decision resulted as discussion on the current Infrastructure ARC recommendations had not yet concluded.

Commissioner Davis and Commissioner Evans noted that although staff provided some information to the Infrastructure ARC, that the funding recommendations established by the ARC was agreed and voted upon by each ARC member.

Commissioner Samayoa acknowledged that the alternative option to offer nonprofit agencies a loan could likely result in a financial burden to the agencies. Several commissioners echoed this sentiment.

As a result of the discussion, Commissioner Guernsey requested that the Infrastructure ARC and Community Services Commission revisit and adjust the Infrastructure funding recommendations. Commissioner Bonilla, as the Community Services Commission Chairperson, facilitated the discussion and allocation of Infrastructure funding recommendations as follows:

Commissioner Guernsey motioned to recommend an allocation of funds to Applicant #3 Hayward Area Historical Society: Nonprofit Alliance in the amount of \$20,000 and

Applicant #16 Women on the Way in the amount of \$13,500. The motion was seconded by Commissioner Leppert. Motion passed with 13 Yes, 1 No, and 1 Recuse.

Commissioner Samayoa motioned to recommend an allocation of funds to Applicant #5 South Hayward Parish in the amount of \$5,000. The motion was seconded by Commissioner Davis. Motion passed with 13 Yes, 1 No, and 1 Recuse.

Commissioner Willis motioned to recommend an allocation of funds to all remaining applicants as discussed by the Community Services Commission. The motion was seconded by Commissioner Chiasson. Motion passed with 13 Yes, 1 No, and 1 Abstention.

See the attached Community Services Commission Draft Infrastructure Funding Recommendations for reference.

D. Next Steps

Staff and Commissioner Bonilla reminded commissioners to review Services application and submit follow-up questions in CityDataServices in preparation for the December 7, 2013 Services Application Review Committee.

IX. FY 2013-2014 Liaison Assignments

Commissioner Manapragada, as the Agency Liaison Coordinator, led the discussion of commissioner assignments as a liaison to currently funded agencies. Each commissioner volunteered as a liaison to 2-3 funded agencies. Commissioner Manapragada will review the assignments and discuss the details as to what it entails at the December Community Services Commission meeting.

X. Future Agenda Items (Nonrecurring)

Agenda items requested by the Commission for the December meeting follows:

- FY 2013-2014 Liaison Assignments.

XI. Commissioner Announcements

Commissioner Fagalde, as the Events Coordinator, distributed a calendar of community events.

XII. Adjournment

Meeting adjourned at 9:51pm.

Community Services Commission
CDBG (Non-Public Services) Funding Recommendations FY 2015
 Nov. 20, 2013

CDBG Sub-Category: Economic Development, Job Creation, Capacity Building

#	Applicant Agency	Request	ARC Rec.	CSC Rec.	Notes
1	Community Child Care Council (4-Cs)	\$36,000	\$36,000	\$27,000	Licensure and job training for small business child-care providers
2	Community Initiatives: Day Labor Center	\$53,000	\$53,000	\$48,000	Job training and placement for migrant workers; partnership with International Institute of the Bay Area.
3	* HAHS: Nonprofit Alliance	\$30,000	\$30,000	\$20,000	Nonprofit resource development and capacity building
4	Seventh Step Foundation	\$20,280	\$0	\$0	Job training for parolees. Agency is unable to track and maintain job retention data per CDBG requirements.
5	* South Hayward Parish	\$5,000	\$5,000	\$5,000	Planning grant to develop homeless service center concept proposal
Subtotal		\$144,280	\$124,000	\$100,000	

CDBG Sub-Category: Facilities Accessibility and Rehabilitation

#	Applicant Agency	Request	ARC Rec.	CSC Rec.	Notes
6	COH: Mural Art Program	\$45,000	\$45,000	\$20,000	Graffiti abatement thorough mural installation
7	COH: Housing Rehabilitation	\$380,000	\$380,000	\$380,000	Accessibility and health/safety home repairs for low income seniors and people who have disabilities.
8	* Community Resources for Independent	\$10,000	\$0	\$10,000	Sewer line replacement
9	* Eden Area YMCA	\$142,280	\$0	\$0	Asphalt and drainage repairs in parking lot. Applicant has the capacity to secure alternative funding sources for project
10	Eden Housing Inc. Montgomery Plaza	\$300,000	\$0	\$0	Housing development for low-income seniors. Applicant has the capacity to secure alternative funding sources for project
11	* Emergency Shelter Program	\$45,000	\$0	\$45,000	Sewer line replacement; and facility upgrades
12	* Family Emergency Shelter Coalition	\$19,800	\$0	\$19,800	Sewer line replacement and shelter facility upgrades
13	Habitat for Humanity East Bay	\$528,850	\$0	\$0	Rehabilitation of five single-family homes. Project budget and timeline does not align with available funds and federal
14	Hayward Area Recreation and Park District	\$100,000	\$100,000	\$60,700	ADA restrooms, pathway, security lighting at Bret Harte community center.
15	Rebuilding Together Oakland	\$65,000	\$0	\$0	Minor home repairs for low-income residents. Will be funded as subaward under Housing Rehabilitation program (Project
16	* Women on the Way	\$13,500	\$0	\$13,500	Sewer line and plumbing replacement
Subtotal		\$1,649,430	\$525,000	\$549,000	

* = Agency has a second application for additional funding in the Services category

SUMMARY

CDBG: Econ. Development, Job Creation, Capacity Building 100,000

CDBG: Facilities Accessibility and Rehabilitation 549,000

Total Recommended FY 2015 \$649,000

Available FY 2015 Funding (CDBG Non-Public Services) \$649,000