



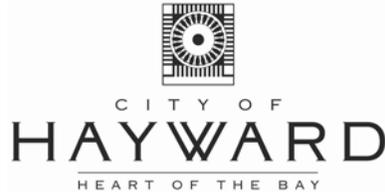
CITY OF
HAYWARD
HEART OF THE BAY

CITY COUNCIL AGENDA
APRIL 3, 2012

MAYOR MICHAEL SWEENEY
MAYOR PRO TEMPORE BARBARA HALLIDAY
COUNCIL MEMBER OLDEN HENSON
COUNCIL MEMBER MARVIN PEIXOTO
COUNCIL MEMBER BILL QUIRK
COUNCIL MEMBER MARK SALINAS
COUNCIL MEMBER FRANCISCO ZERMEÑO

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CITY COUNCIL MEETING FOR APRIL 3, 2012
777 B STREET, HAYWARD CA 94541
WWW.HAYWARD-CA.GOV

CLOSED SESSION
Closed Session Room 2B – 4:30 PM

1. PUBLIC COMMENTS

2. Conference with Labor Negotiators

Pursuant to Government Code 54957.6

- Lead Negotiators: City Manager David, City Attorney Lawson, Assistant City Manager Morariu, Human Resources Director Robustelli, Finance Director Vesely, Police Chief Urban, and Assistant City Attorney Roufougar
- Under Negotiation: All Bargaining Units

3. Adjourn to City Council Meeting

CITY COUNCIL MEETING
Council Chambers - 7:00 PM

CALL TO ORDER Pledge of Allegiance Council Member Salinas

ROLL CALL

CLOSED SESSION ANNOUNCEMENT

PRESENTATION Business Recognition Award - Carmen's Barbeque

PUBLIC COMMENTS: *(The Public Comment section provides an opportunity to address the City Council on items not listed on the agenda or Work Session, or Informational Staff Presentation items. The Council 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 Council is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.)*

NON-ACTION ITEMS: *(Work Session and Informational Staff Presentation items are non-action items. Although the Council may discuss or direct staff to follow up on these items, no formal action will be taken. Any formal action will be placed on the agenda at a subsequent meeting in the action sections of the agenda.)*

WORK SESSION (60-Minute Limit)

1. Community Development Block Grant (CDBG) and Social Services FY 2013 Funding Recommendations (Report from Library and Community Services Director Reinhart)

[Staff Report](#)

[Attachment I: 2012-13 CDBG and CPP Resolution](#)

[Attachment II Funding Recommendation Chart](#)

[Attachment III Application Summaries](#)

[Attachment IV Updated Draft Citizen Participation Plan](#)

[Attachment V Public Comments Submitted](#)

ACTION ITEMS: *(The Council will permit comment as each item is called for the Consent Calendar, Public Hearings, and Legislative Business. In the case of the Consent Calendar, a specific item will need to be pulled by a Council member in order for the Council to discuss the item or to permit public comment on the item. Please notify the City Clerk anytime before the Consent Calendar is voted on by Council if you wish to speak on a Consent Item.)*

CONSENT

2. Approval of Minutes of the City Council Meeting on March 20, 2012

[Draft Minutes](#)

3. Mission Aqueduct Seismic Improvements Project: Authorization for the City Manager to Execute a Professional Services Agreement with InfraTerra, Inc., for Design and Engineering Services during Construction

[Staff Report](#)

[Attachment I Resolution](#)

COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS

Oral reports from Council Members on their activities, referrals to staff, and suggestions for future agenda items

ADJOURNMENT

NEXT MEETING – 7:00 PM, TUESDAY, APRIL 17, 2012

PUBLIC COMMENT RULES: *The Mayor may, at the beginning of the hearing, limit testimony to three (3) minutes per individual and five (5) minutes per an individual representing a group of citizens or organization. Speakers will be asked for their name and their address before speaking and are expected to honor the allotted time. A Speaker's Card must be completed by each speaker and is available from the City Clerk at the meeting.*



PLEASE TAKE NOTICE that if you file a lawsuit challenging any final decision on any public hearing or legislative business item listed in this agenda, the issues in the lawsuit may be limited to the issues that were raised at the City's public hearing or presented in writing to the City Clerk at or before the public hearing. **PLEASE TAKE FURTHER NOTICE** that the City Council has adopted Resolution No. 87-181 C.S., which imposes the 90 day deadline set forth in Code of Civil Procedure section 1094.6 for filing of any lawsuit challenging final action on an agenda item which is subject to Code of Civil Procedure section 1094.5.

***Materials related to an item on the agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office, City Hall, 777 B Street, 4th Floor, Hayward, during normal business hours. An online version of this agenda and staff reports are available on the City's website. Written comments submitted to the Council in connection with agenda items will be posted on the City's website. All Council Meetings are broadcast simultaneously on the website and on Cable Channel 15, KHRT. ***

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Clerk at (510) 583-4400 or TDD (510) 247-3340.

Please visit us on:



DATE: April 3, 2012

TO: Mayor and City Council

FROM: Library and Community Services Director

SUBJECT: Community Development Block Grant (CDBG) and Social Services FY 2013 Funding Recommendations

RECOMMENDATION

That Council reviews and comments on this report. Staff has attached a draft of the resolution that Council will be asked to adopt at the April 17 Public Hearing on this item to allow for Council and Public review (Attachment I).

SUMMARY

The FY 2013 funding recommendations for the Community Development Block Grant (CDBG) and Social Services programs are presented in this report. The FY2013 funding recommendations were achieved using a single funding process that integrated the previous, separately facilitated CDBG and Social Services funding processes. The integrated funding process was conducted in compliance with the City's CDBG [Citizen Participation Plan](#), and is reflective of efficiencies afforded by the consolidation of the Citizens Advisory Commission and Human Services Commission into a single Community Services Commission (CSC), formed by Council in October 2011.

The FY 2013 Funding Recommendations Chart is provided as Attachment II. The CSC's Funding Recommendations and the staff's Funding Recommendations are identical to each other. The exact amount of available CDBG and Social Services funds will not be known until Council approves the City's FY 2013 budget; therefore, the FY 2013 funding recommendations were established using estimated amounts of available funding. Each of the recommendations is presented as a percentage of those estimates, so that when the actual amounts of funding are known, those percentages may be applied to adjust the allocations accordingly.

Application summaries are provided as Attachment III, organized sequentially as presented in each of the funding recommendation charts.

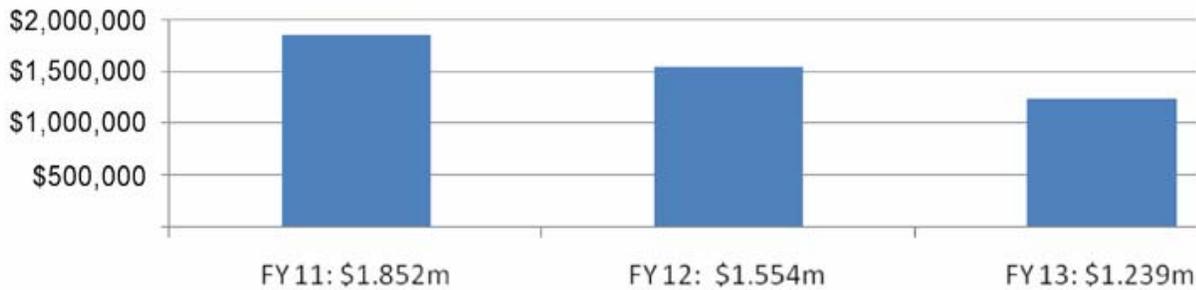
BACKGROUND

FY2013 CDBG Program Overview: During FY 2013, the City will administer CDBG funds received from the U.S. Housing and Urban Development (HUD) Department. Hayward is an "Entitlement" CDBG

grantee, and as such, funding is provided annually upon HUD’s approval of the Council’s CDBG allocations, which form the substantive portion of the City’s Annual One-Year Action Plan.

It is projected that the City’s FY 2013 CDBG grant will be reduced by 21% to approximately \$1,239,289. This projection consists of an 11% projected cut to the CDBG formula grant program in the federal budget, plus an additional 10% cut due to fluctuations in census data that affect the grant formula. The projection continues the declining trend in the size of the City’s grant.

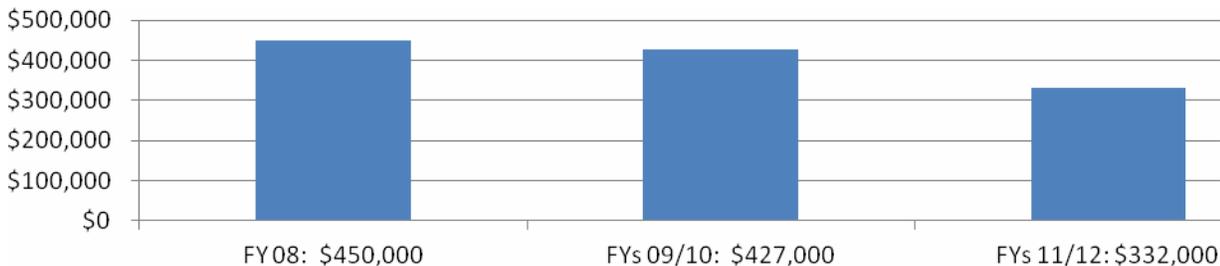
Figure 1: City’s CDBG Grant Size



As indicated in the above chart, the City’s CDBG grant has reduced in size by approximately one-third since FY 2011. This has substantially reduced financial support for housing rehabilitation and economic development activities, including grants to nonprofit agencies to support housing-stabilization services. The program’s administration and planning budget is also proportionately reduced, and provides for fewer staff to administer the CDBG program, which remains an administratively complex and process-laden program, despite the grant’s reduced size. A summary of the FY 2013 CDBG funding process is provided later in this report.

FY 2013 Social Services Program Overview: The City’s Social Services Program makes grants from the General Fund to support an array of services provided by non-profit agencies to support low-income Hayward residents. In each of the previous two funding cycles, the total amount of funding allocated for Social Services Program grants was reduced in consideration of the City’s overall budget and diminished General Fund resources. Despite this, the total number of grants made to nonprofit agencies remained consistent, at approximately twenty-four.

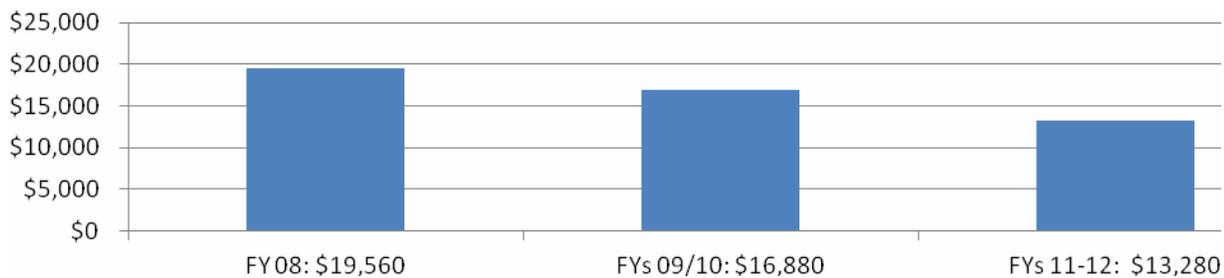
Figure 2: Total Social Services Program Funding



Until the presentation of the City Manager’s Recommended Budget to Council in May, it is unknown what, if any, Social Services money will be available for allocation through this process. However, as a starting

point for the FY 2013 application process, it was estimated that total funding for Social Services grants in FY 2013 would potentially remain at the same level as in FY 2012, \$332,000. However, it was also acknowledged that in each of the previous two funding cycles, the total amount of funding allocated for Social Services Program grants was reduced in consideration of the City’s overall budget and diminished General Fund resources. For example, as indicated in Figure 3, total funding for Social Service grants was reduced 17% in FY 2012, which was consistent with the level of reduced resources the General Fund experienced overall.

Figure 3: Average Size of a Nonprofit Agency’s Social Services Grant



As illustrated in Figure 3, the average size of a nonprofit’s Social Services grant has declined by 29% from FY 2008 through FY 2012, from \$19,560 to \$13,280. Declining grant sizes notwithstanding, almost without exception, nonprofit agencies maintained previous years’ levels of service. A summary of the FY 2013 Social Services funding process follows.

DISCUSSION

NEW INTEGRATED FUNDING PROCESS

For the first time, applicants submitted their funding requests electronically using a web-based system called “City Data Services.” All applicants used the same “common” application regardless of the type of service proposed or source of funding sought. A complete copy of [the application materials](#) was posted to the City’s website so that applicants and community members could review it and/or print it at their convenience without the need to log onto the “City Data Services” system.

The application materials included Council’s Priorities, the *Neighborhood Services Initiative*, and a brief orientation to *Crime Prevention through Environmental Design (CPTED)* principles. Applicants were asked to describe in their applications how the services proposed would support one or more of Council’s Priorities and, as applicable, HUD’s Performance Measures.

Fifty-nine applications were submitted before the Wednesday, October 12, 2011 deadline. One application was submitted several weeks late: the St. Rose Hospital FACES for the Future program application. The FACES program had received the funding process announcements and invitations; however, due to their internal programmatic restructuring, including temporary suspension of the program, the City’s funding process was inadvertently overlooked. As Council has instructed that late applications will not be considered, the Community Services Commission was informed about the late application, but the application was not distributed for review and consideration.

As had been discussed at previous Community Services Commission meetings, applications were grouped into two categories so that similar applications would be evaluated in cohorts. The categories were as follows (please note the “Services” category was divided into five sub-categories):

<u>Category</u>	<u>Description of Category</u>	<u>Funding Source</u>
“Infrastructure” Category	Affordable Housing Development, Housing Rehabilitation, Economic Development activities (subject to federal job-creation requirements), and Nonprofit Facility Improvements	CDBG
“Services” Category	This broad category was divided into the following sub-categories:	
A. Housing-Related and Job Placement Services	Housing Stabilization Services (including homeless shelters and fair housing activities), and economic development activities <i>not</i> subject to federal job-creation requirements	CDBG (subject to 15% cap)
B. Youth Services	Activities that directly benefit children, adolescents, and young adults	Social Services
C. Seniors and People Who Have Disabilities	Activities that improve accessibility, and improve and prolong independent living for seniors and people who have disabilities	Social Services
D. General Services for Low-Income Hayward Residents	Safety net services for low-income Hayward residents – e.g., food pantries, information and referral, counseling, etc.	Social Services
E. Academic Support and Job Readiness	Services that encourage and improve students’ chances for academic success, current and future employability, and literacy services.	Social Services

Please note that in the “Services” category under “*B. Housing-Related and Job Placement Services*,” federal CDBG regulations impose a 15% cap on the amount to be allocated; projects recommended for funding in this sub-category total \$220,000, which is the amount estimated to be available for FY 2013 in consideration of the 15% cap.

All of the Community Services Commissioners reviewed all of the applications and provided comments and questions for each of the applicants via the web-based “City Data Services” system. There were two separate Application Review Committees (ARCs): the “Infrastructure” ARC and the “Services” ARC. The “Infrastructure” ARC interviewed all applicants assigned to that category. The “Services” ARC interviewed applicants in all other categories.

The “Infrastructure” ARC Chair was Commissioner Linda Moore, and Commissioners Kersten, Willis, Chiasson, Linnen, and Fagalde served on the ARC. The “Infrastructure” ARC interviewed applicants in that category on Saturday, November 5, 2011, and presented preliminary recommendations to the Community Services Commission on Wednesday, November 16, 2011. After discussion, the Commission established its official draft funding recommendations in that category on that evening.

The “Services” ARC Chair was Commissioner Elizabeth Samayoa, and Commissioners Leppert, Fagalde, Morales-Contreras, Henderson, Chiasson, Lara, and Bonilla served on the ARC. The “Services” ARC interviewed applicants on Saturday, January 7 and Saturday, January 21, 2012, and presented preliminary funding recommendations to the Community Services Commission on Wednesday, February 15, 2012. After discussion, the Commission established its official draft funding recommendations that evening, and a thirty-day Public Comment period was subsequently opened.

At the conclusion of the Public Comment period, the Commission discussed and finalized its FY 2013 funding recommendations at its meeting on Wednesday, March 21, 2012. Those funding recommendations chart is provided for Council consideration as Attachment II.

FUNDING RECOMMENDATIONS

All of the applications submitted proposed to support at least one City Council Priority, and all proposed to serve low-income Hayward residents. Attachment II presents the funding recommendations for all funding sources. The chart headings in Attachment II separate the recommendations according to funding source – i.e., those that would be funded using CDBG funds and those that would be funded using Social Services Program funds (from the General Fund).

As Attachment II indicates, there are a number of agencies that were not recommended to receive funding. Analyses and rationale regarding those recommendations are provided below.

INELIGIBLE APPLICANTS - NOT RECOMMENDED FOR FUNDING

Minimum Contracting Standards for Nonprofit Agencies Requesting City Funds: The City’s Minimum Contracting Standards were established a number of years ago in order to provide a fair and consistent way to confirm that adequate internal controls exist to account for an applicant’s resources, including City funds. During times of plentiful resources, exceptions were sometimes made, as City staff resources were adequate to provide extensive monitoring and technical assistance for smaller, informally-organized nonprofit staff and their boards. As resources have declined, fiscal controls have tightened and the reduced number of City staff no longer allows for extensive individualized technical assistance to nonprofit agencies.

One of the Minimum Contracting Standards requires applicants to undergo an annual fiscal audit. An independent third-party audit can cost \$3,000 - \$5,000 or more depending on the size of an agency’s budget, which can be beyond the means of some of Hayward’s smaller nonprofit agencies unless they are able to secure pro bono services through their Board members or other supporters. While the cost of an audit can be a barrier from a cash perspective, obtaining an audit can also open doors to additional funding from other sources – i.e., foundations, government grants, etc. These opportunities notwithstanding, the audit requirement represents a barrier for some agencies that seek City funding.

To mitigate this barrier while still maintaining accountability, the City's funding process allows agencies that are unable to meet the Minimum Contracting Standards to apply for funding through a fiscal agent. Examples of agencies that have successfully utilized this arrangement include the Sun Gallery, Hayward Day Labor Center, South Hayward Neighborhood Collaborative, and the Hayward Community Action Network.

This year, applicants were advised in the published Notice of Available Funding, and at the [Funding Forum](#) (see slide four) that a fiscal audit is required in order to qualify for City funding. The [application materials](#) also clearly indicate that agencies are required to meet the Minimum Contracting Standards (see page 3 of the application materials) in order to be eligible for City funding. Additional clarification regarding the audit requirement is provided on page 4 of the application materials, as follows:

"A copy of your agency's most recently-completed fiscal audit (may NOT be more than one year old on July 1, 2012) [is required to be submitted]. The management letter that accompanied the audit is also required. If there were any findings in the audit, a letter from the board of directors explaining the corrective measures taken to resolve the problem(s) must be provided.

*Agencies that do NOT have a current audit may still apply for City funding, however they must do so under the auspices of an eligible agency that can meet this standard. **The fiscal agent must apply for the funding.** In exceptional circumstances, on a case-by-case basis, this requirement may be waived."*

The following applicants were determined to be ineligible as they were unable to meet the standard that requires a fiscal audit:

- Seventh Step Foundation (applications #12, 13, and 14)
- Community Alliance for Special Education (application #21)
- East Bay Aviators (application #24)
- Eden Youth and Family Center (pass-through for Tattoo Removal) (application #25)
- Afghan Elderly Association (application #29)
- Bridge of Faith (application #37)
- AIRS/BAIRS (application #45)
- Literacy Plus (application #42)

Understandably, most or all of these applicants take exception to the audit requirement. In the coming months, staff will confer with each of the applicants to better understand why each one opted to apply independently instead of through a fiscal agent. In addition, the Community Services Commission has instructed staff to explore ways to assist smaller agencies to qualify for City/CDBG funding.

INFRASTRUCTURE CATEGORY – NOT RECOMMENDED FOR FUNDING

Habitat for Humanity (application #1): This applicant requested CDBG funds to assist in the construction of ten new units of affordable ownership housing; however, this is an ineligible CDBG use. Therefore, funding is not recommended.

Eden Youth and Family Center (EYFC) (application #4): CDBG funds were requested to continue the rehabilitation of the facility to support the various existing uses at the facility until such time as a long-term plan may be established for the site. In recent months, a number of the facility's tenants have chosen to not renew their leases, so the near-term uses are no longer clear. In addition, it is unclear just how the building will be further renovated for community use and or undergo needed/required repairs to make the location sustainable for delivery of programs and services over the long-term. Therefore, funding for continued rehabilitation of the facility is not recommended at this time.

Dream Courts Foundation (applications #6 and 22): This applicant requested funds to rehabilitate the facility that it leases from its landlord and to hire a recreation supervisor. There was some concern expressed by Commissioners that low-income youth might not be able to pay the fee charged by Dream Courts to use the facility, and further, that the cost of using public transportation to access the facility could be a barrier for low income youth. The primary reason for the recommendation to not provide funding was that the applicant does not own its facility and that the improvement would benefit a for-profit landlord.

St. Antonius Coptic Orthodox Church (applications #10 and 14): This applicant requested funds to assist in the construction of a gymnasium and for staff to supervise activities at the gym after it is built. This proposal seemed well-conceived; however as the project will not be located in a low-income area, and as the applicant seemed to have access to other resources (e.g., a \$1 million pledge from a member of the church), funding was not recommended for this project.

Hayward Day Labor Center (application #12): This applicant was not recommended to receive funding in this category as the prolonged difficult economic conditions challenge the program's ability to meet HUD's strict job creation criteria. However, the applicant did receive a recommendation to receive funding in the "Services" category, in which the job creation criteria do not apply.

Small Business Revolving Loan Program (application #13): The recent dissolution of the City's Redevelopment Agency has compelled a comprehensive review of the City's available resources and strategy for carrying out economic development activities. As this project may subsist on program income for a year while such a strategy is conceived for implementation, additional funding is not recommended in FY2013.

SERVICES CATEGORY – NOT RECOMMENDED FOR FUNDING

A. Housing-Related and Job Placement Services (CDBG-Funded)

Alameda County Community Food Bank (application #1): This application proposed to continue to provide homeless shelters located in Hayward with highly nutritious food staples and organic produce. However, the per-pound rate the Food Bank charges the City to acquire food for the shelters has sharply increased. Community based organizations like shelters are charged a lower per-pound rate for food staples than the rate the City is charged as a government agency. It is more cost-effective on a per-pound basis for shelters to purchase food staples directly from the Food Bank themselves, than it is for the City to do so on their behalf. Therefore, it is recommended that direct allocations of funding from the City for this program be discontinued, and that the City's funding allocations to the participating shelters be increased to allow those shelters to purchase food directly from the Food Bank themselves at the lower per-pound rate.

East Bay Community Recovery Project (application #3): This applicant proposed to partner with the Hayward Police Department (HPD) and local housing service providers to conduct outreach to engage homeless people living in local encampments and transition them into permanent housing. The coalition also proposed to address the causes of chronic homelessness, such as mental health and addiction issues. As there were no housing vouchers or other sources of support committed to the project, and as the applicant had not yet initiated a partnership with HPD, funding was not recommended.

Magnolia Women's Recovery Program (application #11): Funding was not recommended for this six-bed residential program for homeless women in early recovery from drugs and/or alcohol because there was concern that the staffing configuration was too thin, especially during the late night and overnight shifts. During the ARC interview, the executive director reported that there is no paid staff on-site during these hours and supervision of the program is delegated to a "senior" resident of the program.

Tranquility House Alternatives (application #16): This applicant was a start-up nonprofit, residential program for homeless women, with no other committed sources of income. While the program model seemed sound, the program is so new that its effectiveness cannot be evaluated. Therefore, funding is not recommended for this program at this time.

Bay Area Youth Center/Sunny Hills (application #18): This agency had received CDBG funding in previous years, and more recently had been a recipient of a portion of the City's federal Homelessness Prevention and Rapid Re-Housing funds. In recent years however, the age limit for foster care was increased to age 21, and in 2011 funding was increased for the foster care program in California. As State funding for these types of services seems to have increased, and inasmuch as the Sunny Hills budget seems adequate to support the program, funding is not recommended for this program in FY2013.

B. Youth Services

Family Paths (application #26): The applicant proposed to provide counseling and mental health services to children who had been victimized by physical and sexual abuse. The relatively high cost of the service, at \$20,000, in consideration of the relatively small number of Hayward children proposed to be served (18), was a detractor, and funding was not recommended for this applicant.

C. Services for Seniors and People Who Have Disabilities

Alzheimers Services of the East Bay (application #30): This applicant currently receives City funding through the City's Paratransit Program, and therefore funding from the City's General Fund is not recommended.

OTHER UPDATE REQUIRING COUNCIL REVIEW AND AUTHORIZATION

Citizen Participation Plan Update: HUD requires that updates to the City's Citizen Participation Plan (CPP) be publicly noticed and include a fifteen-day opportunity for public comments. Any public comments submitted must be considered by Council in advance of approving the updated CPP. The City's draft updated CDBG Citizen Participation Plan was publicly noticed on April 2, 2012, and is currently out for Public Comment, and is attached to this report as Attachment IV.

The CPP has been updated to allow the City to apply for potential new sources of HUD funding, specifically Emergency Solutions Grant (ESG) funding. ESG funds may be used to provide direct financial assistance to individuals who are homeless or at imminent risk for homelessness, and for stabilization and re-housing services for those populations. The City is currently not an entitlement ESG grantee, and would need to apply to the State for an allocation of these funds. The strategy for applying for and utilizing these funds is being developed collaboratively among the jurisdictions that have adopted the County-wide EveryOne Home Plan. Council adopted the EveryOne Home plan in October 2006.

With Council's approval of the updated CPP on April 17, 2012, the City's FY2013 HUD Action Plan would be prepared to include potential use of ESG funds, which would be administered in accordance with the Council-approved county-wide *EveryOne Home Plan*.

FISCAL IMPACT

The CDBG Program has a positive impact on the City's General Fund, as a portion of CDBG funds (up to 20%) may be used to pay for eligible Planning and Administration of the program, including NEPA environmental review, contracting, Labor Standards monitoring, lead-based paint compliance, procurement of contractors, site inspections, financial management, and federal reporting.

The Social Services Funding Recommendations will be affected by Council's overall budget deliberations as they relate to overall General Fund obligations. As the Social Services grants are made using General Funds, reducing or eliminating the grants would have a beneficial impact on the City's budget. However, the majority of Social Services grants do support "safety net" services, i.e., food, housing, support services for low-income people, and information and referral. Reducing or eliminating grants would have a fiscal impact on those affected by reduced or eliminated services, as well as on the nonprofit agencies that have been "doubly stressed by the economic downturn – those that have experienced both an increase in client demand and a decrease in public and private funding" (May 10, 2010, *Strengthening the Safety Net*, Safety Net Funders Network).

PUBLIC CONTACT

On August 20, 2011, a [Notice of Funding Availability](#) was published in the *Daily Review* newspaper and posted on the City's website. During that week, the notice was posted at the Hayward Public Library, paper copies of the Public Notice were mailed and/or emailed to currently funded agencies, previously funded agencies, applicants from previous years, and everyone on the CDBG and Social Services mailing list (several hundred individuals and local agencies). Several broadcast email reminders were also sent in advance of the event.

Application materials were published on Wednesday, September 14, 2011, accessible by logging on to "City Data Services," or downloadable from the City's website. A Funding Forum and Technical Assistance Workshop were conducted Wednesday, September 21, 2011. The Funding Forum was conducted twice, at 4 p.m. and 7 p.m. on Wednesday, September 21, 2011. Afterward, the [slideshow presentation](#) was posted to the City's website so that later, applicants could refer back to it as necessary.

At the Funding Forum, applicants received an orientation to CDBG and Social Services funding. The orientation included an explanation of the purpose and limitations of the CDBG program and advisories that

up to 15% of CDBG funds may be used for Public Services, as defined by the CDBG Regulations and Council's Priorities and Categories of Need. Applicants were informed about the City's [Social Services Program](#), which is funded by the City's General Fund, and provides grants to support other types of community services that are outside the parameters of the CDBG program.

All funding deliberations took place at properly noticed Community Services Commission meetings that were open to the public. These meetings took place on November 15, 2011, February 16, 2012, and March 21, 2012. The weeks in between the November 15, 2011 and March 21, 2012 meetings constituted a public comment period, during which members of the public, including applicants, could submit their comments regarding the funding process or the funding recommendations. At the March 21, 2012 Community Services Commission meeting, there were fifteen community members in attendance who signed the visitors' sign-in sheet, and eleven public comments were presented:

- Andrew Balmat, representing Alzheimers Services, was in attendance, and requested the Commission's reconsideration with regard to his agency's funding recommendation.
- Margie Rocha, representing ECHO Housing, expressed her appreciation to the Commission for its work, and for its recommendation to provide funding to ECHO Housing's Landlord-Tenant, Fair Housing Counseling, Rental Assistance, and Foreclosure Mitigation programs.
- Joe Feldman, representing Community Alliance for Special Education (CASE), was in attendance and submitted a letter requesting that the contracting standard requiring an audit be waived so that CASE could qualify for City funding. (Attachment V).
- Vera Ciammetti, representing Emergency Shelter Program, was in attendance and thanked the Commission for its support.
- Ron Gillette, representing Women on the Way, was in attendance, and thanked the Commission for its support. He suggested that City staff should recruit accountants who would be willing to conduct audits for nonprofit agencies on a pro-bono basis to help the agencies meet the City's Minimum Contracting Standards.
- Barbara Miller, representing Women on the Way, was in attendance, but did not submit a comment.
- Karen Norell, representing La Familia Counseling Agency, was in attendance, but did not submit a comment.
- Herb Clayton, a Hayward resident, was in attendance, but did not submit a comment.
- Vicki Gwiasda, representing CALICO, was in attendance, but did not submit a comment.
- Farley Walker, representing CALICO, was in attendance, but did not submit a comment.
- Krystal Gonzales, representing the Davis Street Family Resource Center, was in attendance and thanked the Commission for its support.

- Erin Scott, representing the Family Violence Law Center, was in attendance and thanked the Commission for its support.
- Karl Zabel, representing the Hayward Area Recreation Department, was in attendance and thanked the Commission for its support.
- Rochelle Collins, representing Horizons Services' Project Eden, was in attendance and thanked the Commission for its support.
- Bridge of Faith submitted a letter requesting that the contracting standard requiring an audit be waived so that Bridge of Faith could qualify for City funding. (Attachment V).
- Tiburcio Vasquez Health Center submitted a written comment to thank the Community Services Commission for its support of the agency (Attachment V).

On Saturday, March 17, 2012, a notice was published in the *Daily Review* newspaper, to announce that City Council will conduct a Public Hearing on Tuesday, April 17, 2012, during which Council will make its FY 2013 CDBG and Social Services funding decisions and allocations.

On Monday, April 2, 2012, a notice was published in the *Daily Review* newspaper, to announce the updated draft Citizen Participation Plan (CPP), and to invite public comments on the CPP prior to the April 17, 2012 Public hearing, when Council will approve the updated CPP.

NEXT STEPS

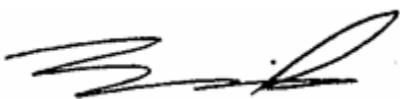
Council will conduct a public hearing on Tuesday, April 17, 2012, at which it will: 1) make its final FY 2013 CDBG Allocations, which will form the substantive portion of the City's FY 2013 (HUD Program Year 2012) One Year Action Plan; and, 2) authorize the updated Citizen Participation Plan and HUD Action Plan to include utilization of potential new sources of HUD funding.

FY 2013 Social Services allocations will be made within the context of Council's FY 2013 budget deliberations, in May and June 2012.

Prepared by: Anne Culver, Social Services Planning Manager

Recommended by: Sean Reinhart, Library and Community Services Director

Approved by:



Fran David, City Manager

Attachments:

- Attachment I: Draft Resolution Approving FY2013 CDBG Allocations, Updated Citizen Participation Plan, and One-Year Action Plan
- Attachment II: CSC's and Staff's FY2013 CDBG Funding Recommendations Chart
- Attachment III: Application Summaries
- Attachment IV: Updated Draft Citizen Participation Plan
- Attachment V: Written Public Comments Submitted to the CSC and Staff

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

RESOLUTION APPROVING THE CITIZEN PARTICIPATION PLAN, 2012-13 ANNUAL PLAN AND AUTHORIZING AN APPLICATION FOR FEDERAL ASSISTANCE UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR FISCAL YEAR 2012.

WHEREAS the Housing and Community Development Act of 1974 makes funds available to qualified cities for certain community development activities; and

WHEREAS the City of Hayward is qualified to receive certain funds pursuant to said act; and

WHEREAS the City Council has considered public testimony and the Community Development Block Grant Program recommendations prepared by staff and the Citizens Advisory Commission, a copy of which is attached as Attachment A and hereby referred to for further particulars; and

WHEREAS, the Citizen Participation Plan describes HUD-funded programs in Hayward and citizen participation opportunities related to the CDBG, HOME, ESG, and other HUD-funded programs, as well as Annual Performance Reports, other Citizen Participation Issues, and managing the Citizen Participation Plan; and

WHEREAS the Council has considered the environmental impact of the program and hereby finds and determines that the program is composed of projects that are categorically excluded from the National Environmental Protection Act or will be subject to later environmental review and finds and determines that the activities funded by the program are either not subject to the California Environmental Quality Act or will be subject to later environmental review;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Hayward hereby approves the aforesaid Citizen Participation Plan and Community Development Block Grant Program and authorizes the City Manager on behalf of the City of Hayward to execute and submit the required application and all implementing documents in connection therewith.

IN COUNCIL, HAYWARD, CALIFORNIA, April 17, 2012

ADOPTED BY THE FOLLOWING VOTE:

AYES COUNCIL MEMBERS:

NOES COUNCIL MEMBERS:

ABSTAIN COUNCIL MEMBERS:

ABSENT COUNCIL MEMBERS:

MAYOR: Sweeney

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

DRAFT

FY 2012-13 FUNDING RECOMMENDATIONS

Summary Chart

INFRASTRUCTURE CATEGORY

INFRASTRUCTURE

App. #:	CATEGORY		Amount Requested	Prev. Year's Alloc.	CSC RECS	% OF AVAIL, FUNDING	STAFF RECS	% OF AVAIL. FUNDING	App. #:
	Applicant	Description of Project							
AFFORDABLE HOUSING & HOME OWNERSHIP									
1	Habitat for Humanity	Development of 10 affordable housing units	\$200,000	\$0	\$0		\$0		1
		Subtotal:	\$200,000		\$0		\$0		
HOUSING REHABILITATION									
2	COH: Housing Rehabilitation Program	Grants & loans for low-income homeowners	\$350,000	\$195,640	\$380,000	65.52%	\$380,000	65.52%	2
		Subtotal:	\$350,000		\$380,000		\$380,000		
NEIGHBORHOOD FACILITIES & IMPROVEMENTS									
3	Acquisition of Matt Jimenez Community Ctr		\$133,330	\$0					3
4	COH: Eden Youth and Family Center	Phase 3 facility improvements	\$100,000	\$91,250	\$0	0.00%	\$0		4
5	COH: Mural Program	Murals in low-income census tracts	\$50,000	\$36,500	\$50,000	8.62%	\$50,000	8.62%	5
6	Dream Courts Foundation	Facility improvements	\$66,000	\$0	\$0		\$0		6
7	Emergency Shelter Program	Security gate at preschool	\$20,000	\$0	\$20,000	3.45%	\$20,000	3.45%	7
9	Hayward Area Recreation District	Sorensdale Center ADA kitchen project	\$175,000	\$73,000	\$100,000	17.24%	\$100,000	17.24%	9
10	St. Antonius Coptic Orthodox Church	Construction of a gymnasium	\$200,000	\$0			\$0		10
		Subtotal:	\$744,330		\$170,000		\$170,000		
ECONOMIC DEVELOPMENT & COMMERCIAL REHABILITATION									
11	4 C's of Alameda County	Childcare recruitment and training (job creation)	\$30,000	\$25,550	\$30,000	5.17%	\$30,000	5.17%	11
12	Hayward Day Labor Center	Job creation, and placement of day laborers	\$90,000	\$87,600	\$0	0.00%	\$0		12
13	COH: Small Business Assistance Program	Revolving loan program (job creation)	\$275,000	\$146,000	\$0	0.00%	\$0		13
14	Saint Antonius Coptic Orthodox Church	Create three new jobs (via construction of gymnasium)	\$70,000	\$0	\$0		\$0		14
		Subtotal:	\$465,000		\$30,000		\$30,000		
INFRASTRUCTURE CATEGORY GRAND TOTAL :			\$1,759,330		\$580,000	100.00%	\$580,000	100.00%	

** Est. available FY 12-13 funding (Infrastructure Category): \$580,000

FY 2012-13 Funding Recommendation Summary Chart

SERVICES CATEGORY

SERVICES

SUB-CATEGORY A: HOUSING-RELATED AND JOB PLACEMENT SERVICES (CDBG)

App. #	Applicant	Description of Project	Amt. Requested
1	Alameda County Community Food Bank	Food delivery for Hayward homeless shelters	\$ 35,000
2	Centro Legal de la Raza	Legal services (fair housing and eviction defense)	\$ 20,000
3	East Bay Community Recovery Project	Elimination of homeless encampments	\$ 100,000
4	ECHO: Fair Housing Counseling	Fair housing counseling and testing	\$ 19,175
5	ECHO: Foreclosure Assistance Counseling	Foreclosure assistance	\$ 24,895
6	ECHO: Landlord-Tenant Counseling	Landlord and tenant counseling	\$ 29,220
7	ECHO: Rental Assistance Program	Move-in assistance (loan guarantees)	\$ 6,085
8	Emergency Shelter Program	Shelter operations (32 shelter beds)	\$ 26,000
9	FESCO	Shelter operations(24 shelter beds)	\$ 40,000
10	Family Violence Law Center	Legal services for victims of domestic violence	\$ 50,000
11	Magnolia Women's Recovery Program	Shelter operations (6 beds)	\$ 35,000
12	7th Step Foundation-Driver Training	Driver safety training for shelter clients	\$ 8,500
13	7th Step Foundation-Job Developer	Funds are requested to pay for a job developer	\$ 11,700
14	7th Step Foundation - Therapist	Create and pay for a full-time residential therapist	\$ 10,800
15	So. Hayward Parish/CAN	Assistance to homeless individuals.	\$ 12,000
16	Tranquility House Alternatives	Shelter operations	\$ 121,600
17	Women on the Way	Shelter operations (10 beds)	\$ 20,000
18	Bay Area Youth Services/Sunny Hills	Job training for former foster youth	\$ 25,702

Sub-Category A Sub-Totals: \$ 595,677

CSC RECOMMENDATIONS	
AMT. RECOMMENDED	% OF AVAIL. FUNDING
\$0	
\$20,000	9%
\$0	
\$59,240	27%
\$26,000	12%
\$35,500	16%
\$47,260	21%
\$0	
\$0	
\$0	
\$0	
\$12,000	5%
\$0	
\$20,000	9%
\$0	
\$220,000	100%

STAFF'S RECOMMENDATIONS	
AMT. RECOMMENDED	% OF AVAIL. FUNDING
\$0	
\$20,000	9%
\$0	
\$59,240	27%
\$26,000	12%
\$35,500	16%
\$47,260	21%
\$0	
\$0	
\$0	
\$0	
\$12,000	5%
\$0	
\$20,000	9%
\$0	0%
\$ 220,000	100%

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*FY 12 -13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**FY 2012-13
APPLICANT SUMMARIES**

*FY 12 -13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**“INFRASTRUCTURE” CATEGORY
APPLICANT SUMMARIES**

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#1 HABITAT FOR HUMANITY

Application overview:



Founded in 1988, Habitat for Humanity East Bay was formed as an independent affiliate of Habitat for Humanity International serving Alameda and Contra Costa Counties. The mission of the organization is to create successful homeownership opportunities for families with limited incomes by building sustainable housing and revitalizing neighborhoods.

Funding was requested to build ten new single-family affordable homes, on an underutilized parcel at “A” and Walnut Streets, within the City of Hayward’s Redevelopment Area.

FY 12-13 AMOUNT REQUESTED: \$200,000

FY 11-12 CDBG FUNDING: \$0

FY 12-13 CSC RECOMMENDATION: \$0

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 23*

FY 12-13 STAFF RECOMMENDATION: \$0

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#2 COH: HOUSING REHABILITATION PROGRAM



Before



After

Application overview:

The Housing Rehabilitation Program offers loans and grants to low-income Hayward homeowners, including seniors and people who have disabilities. Eligibility is restricted to owner-occupied single family residences in need of accessibility/mobility improvements, code violations corrections, or repairs needed to maintain health and safety.

FY 12-13 AMOUNT REQUESTED: \$350,000

FY 11-12 CDBG FUNDING: \$268,000.

*FY 12-13 CSC RECOMMENDATION:
\$ 380,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE:: 34*

*FY 12-13 STAFF RECOMMENDATION:
\$ 380,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#3 COH: ACQUISITION OF MATT JIMENEZ COMMUNITY CENTER



Application Overview:

This project would continue the HUD-approved acquisition of the Matt Jimenez Community Center, located in one of the lowest-income areas in Hayward.

FY 12-13 AMOUNT REQUESTED: \$ 133,330

FY 11-12 CDBG FUNDING: \$133,330

*FY 12-13 CSC RECOMMENDATION:
\$133,330*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 12*

*FY 12-13 STAFF RECOMMENDATION:
\$ 133,330*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: N/A*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#4 COH: EDEN YOUTH AND FAMILY CENTER



Application Overview:

The programs at the EYFC provide services to the entire Hayward community, with an emphasis on the local neighborhood. Programs on site include a child care center, Computer Clubhouse, the Hayward Day Labor Center, and the Hayward Community Day School.

If funded, this project would continue to rehabilitate the facility, to support the existing uses for 3-5 years, until a longer-term plan is established for the facility.

FY 12-13 AMOUNT REQUESTED: \$100,000

FY 11-12 CDBG FUNDING: \$91,250

FY 12-13 CSC RECOMMENDATION:

\$ 0

YEARS OF PROPOSED

PROGRAM/ PROJECT EXPERIENCE: 30

FY 12-13 STAFF RECOMMENDATION:

\$ 0

MEETS MINIMUM PRE-AWARD

CONTRACTING STANDARDS: N/A

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#5 COH: MURAL PROGRAM

Application Overview:



The installation of murals on graffiti-prone surfaces replaces unsightly graffiti with enduring, locally generated works of art. Hand-painted mural art has been shown to deter vandalism, and the murals have become a source of community and civic pride.

If funded, this project would continue to commission murals on some of the most graffiti-prone spaces (including playgrounds and public schools) in the City's low-income census tracts.

FY 12-13 AMOUNT REQUESTED: \$ 50,000

FY 11-12 CDBG FUNDING: \$36,000

*FY 12-13 CSC RECOMMENDATION:
\$50,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 3*

*FY 12-13 STAFF RECOMMENDATION:
\$50,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: N/A*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#6 DREAM COURTS FOUNDATION



Application Overview:

The Dream Courts Foundation is a new agency that seeks to provide relief, support, and assistance to youth by providing programs and services inside a 400,000 square-foot, indoor sports facility, located on Hathaway Boulevard in Hayward.

This project would construct the Learning Center. Dream Courts would operate the Learning Center at the site, providing resources to complement sports involvement such as tutoring, college preparation, and nutrition classes.

FY 12-13 AMOUNT REQUESTED: \$ 66,000

FY 11-12 CDBG FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$ 0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 0*

*FY 12-13 STAFF RECOMMENDATION:
\$ 0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: POSSIBLY*

FY 12-13 APPLICANTS FOR CITY FUNDING LIBRARY AND COMMUNITY SERVICES DEPARTMENT

#7 EMERGENCY SHELTER PROGRAM



Application Overview:

The Emergency Shelter Program (ESP) operates a 32-bed shelter in Hayward that provides safe housing and specialized services for female victims of domestic violence and homelessness, including their children.

If funded, this project would provide enhanced security with a remotely-operable security gate.

FY 12-13 AMOUNT REQUESTED: \$ 20,000

FY 11-12 CDBG FUNDING: \$ 0

***FY 12-13 CSC RECOMMENDATION:
\$ 20,000***

***YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 39***

***FY 12-13 STAFF RECOMMENDATION:
\$ 20,000***

***MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES***

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#9 HAYWARD AREA RECREATION DISTRICT



Application Overview:

HARD provides park and recreation services to the City of Hayward, as well as major unincorporated areas of San Lorenzo, Ashland, Cherryland, Castro Valley, and Fairview. The Sorensdale Center provides classes and activities for people who have disabilities.

If funded, this project would rehabilitate the Sorensdale Center's Kitchen to meet ADA standards, and make other facility improvements, subject to available funding, to improve safety at the facility.

FY 12-13 AMOUNT REQUESTED: \$ 175,000

FY 11-12 CDBG FUNDING: \$ 73,000

*FY 12-13 CSC RECOMMENDATION:
\$100,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 67*

*FY 12-13 STAFF RECOMMENDATION:
\$100,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#10 SAINT ANTONIUS COPTIC ORTHODOX CHURCH



Application Overview:

Saint Antonius Coptic Orthodox Church was established in Hayward in 1976. The Church offers many family and youth services, and is well known for its annual Egyptian / King Tut Festival .

Funding would support the construction of a gymnasium that would be open to the public, with an emphasis on youth services and recreation.

FY 12-13 AMOUNT REQUESTED: \$ 200,000

FY 11-12 CDBG FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$ 0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 25*

*FY 12-13 STAFF RECOMMENDATION:
\$ 0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#11 4 C'S OF ALAMEDA COUNTY



Application Overview:

4C's Child Care Initiatives Project supports the expansion and stabilization of family childcare businesses operated by low-income residents of Hayward. The program expands quality childcare available for working families, as well as the need for business development and training for family care providers.

If funded, this project would create seven permanent jobs and assist fifteen businesses.

FY 12-13 AMOUNT REQUESTED: \$30,000

FY 11-12 CDBG FUNDING: \$25,550

*FY 12-13 CSC RECOMMENDATION:
\$ 30,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 10*

*FY 12-13 STAFF RECOMMENDATION:
\$30,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#12 HAYWARD DAY LABOR CENTER



Application Overview:

The Hayward Day Labor Center works with low-income workers in the Hayward reach self-sufficiency through employment and employment-readiness programs (such as ESL and literacy classes). The HDLC also provides technical assistance to low-income business owners.

This application received a recommendation for funding the “Services” category, under the “Academic Support and Job Readiness” sub-category.

FY 12-13 AMOUNT REQUESTED: \$90,000

FY 11-12 CDBG FUNDING: \$87,600

*FY 12-13 CSC RECOMMENDATION:
\$ 0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 4*

*FY 12-13 STAFF RECOMMENDATION:
\$ 0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#13 COH: SMALL BUSINESS ASSISTANCE PROGRAM



Application Overview:

The Small Business Revolving Loan Program provides financing for eligible Hayward businesses in order to create jobs. With the assistance of the loan program, these businesses can move forward with their expansion projects which results in the hiring of new employees.

If funded, the Small Business Revolving Loan Program would assist six businesses and create twelve jobs.

FY 12-13 AMOUNT REQUESTED: \$275,000

FY 11-12 CDBG FUNDING: \$146,000

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 21*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: N/A*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#14 SAINT ANTONIUS COPTIC ORTHODOX CHURCH



Application Overview:

Saint Antonius Coptic Orthodox Church was established in Hayward in 1976. The Church offers many family and youth services, and is well known for its annual Egyptian / King Tut Festival.

Funding would support the salaries of a full-time recreation director and two part-time assistants, at the (future) community center.

FY 12-13 AMOUNT REQUESTED: \$ 70,000

FY 11-12 CDBG FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$ 0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 25*

*FY 12-13 STAFF RECOMMENDATION:
\$ 0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**“SERVICES” CATEGORY
APPLICANT SUMMARIES**

A. HOUSING AND JOB-PLACEMENT SERVICES

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#1 ALAMEDA COUNTY COMMUNITY FOOD BANK



Application Overview:

Since 1985, the Alameda County Community Food Bank (ACCFB) has served as the county's clearinghouse for donated, surplus and purchased food for nonprofit agencies. The Food Bank distributed 20.1 million pounds of food in the East Bay—52% of it fresh fruits and vegetables.

If funded, ACCFB would deliver food, including fresh organic produce, to homeless shelters located in Hayward.

FY 12-13 AMOUNT REQUESTED: \$ 35,000

FY 11-12 CDBG FUNDING: \$ 25,550

*FY 12-13 CSC RECOMMENDATION:
\$ 0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 26*

*FY 12-13 STAFF RECOMMENDATION:
\$ 0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

FY 12-13 APPLICANTS FOR CITY FUNDING LIBRARY AND COMMUNITY SERVICES DEPARTMENT

#2 CENTRO LEGAL DE LA RAZA



Application Overview:

Centro Legal de la Raza provides free legal aid and tenants' rights education to low-income Hayward residents facing eviction and other housing issues such as foreclosures and habitability complaints.

If funded, the program would help prevent homelessness and ensure individuals would maintain economic stability and access to healthy, safe housing and conditions.

FY 12-13 AMOUNT REQUESTED: \$ 20,000

FY 11-12 CDBG FUNDING: \$12,410

***FY 12-13 CSC RECOMMENDATION:
\$ 20,000.00***

***YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 8***

***FY 12-13 STAFF RECOMMENDATION:
\$20,000.00***

***MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES***

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#3 EAST BAY COMMUNITY RECOVERY PROJECT



Application Overview:

With locations in Oakland and Hayward, East Bay Community Recovery Project (EBCRP) offers a range of services for people in recovery from drug and alcohol addiction, including residential treatment for women and children, intensive counseling, and vocational training.

EBCRP requested funds to initiate a partnership with HPD and local housing services providers to transition homeless people who live in local encampments, into supportive, affordable housing.

FY 12-13 AMOUNT REQUESTED: \$100,000

FY 11-12 CDBG FUNDING: \$ 0

*FY 12-13 CSC RECOMMENDATION:
\$ 0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 12*

*FY 12-13 STAFF RECOMMENDATION:
\$ 0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**#4, #5, #6, #7
ECHO HOUSING**



Application Overview:

Established as a fair housing agency in Hayward, ECHO has expanded to a full-service housing counseling organization, providing services to very low and moderate income clients.

If funded, ECHO would provide the following services to Hayward residents: Fair Housing Counseling, Tenant/Landlord Mediation Counseling, Rental Assistance Program, and Foreclosure Mitigation Counseling.

FY 12-13 AMOUNT REQUESTED: \$ 79,375

FY 11-12 CDBG FUNDING: \$51,483

*FY 12-13 CSC RECOMMENDATION:
\$ 59,240*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 46*

*FY 12-13 STAFF RECOMMENDATION:
\$59,240*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#8 EMERGENCY SHELTER PROGRAM



Application Overview:

Emergency Shelter Program (ESP) provides shelter and support services to women and their children who are in crisis due to domestic violence and/or homelessness.

If funded, ESP would use the funds to pay for a portion of the overnight Shelter Monitor. ESP would serve 67 women and children in FY 12-13.

FY 12-13 AMOUNT REQUESTED: \$ 26,000

FY 11-12 CDBG FUNDING: \$18,980

*FY 12-13 CSC RECOMMENDATION:
\$ 26,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 39*

*FY 12-13 STAFF RECOMMENDATION:
\$ 26,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

FY 12-13 APPLICANTS FOR CITY FUNDING LIBRARY AND COMMUNITY SERVICES DEPARTMENT

#9 FESCO



Application Overview:

FESCO's family shelter provides shelter and support services to approximately 60 homeless families, including children, each year. Services include intake, stabilization, a family needs assessment, and case management.

If funded, City funds would be used to help pay for shelter staff.

FY 12-13 AMOUNT REQUESTED: \$ 40,000

FY 11-12 CDBG FUNDING: \$29,200

***FY 12-13 CSC RECOMMENDATION:
\$ 35,500***

***YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 24***

***FY 12-13 STAFF RECOMMENDATION:
\$35,000***

***MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES***

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#10 FAMILY VIOLENCE LAW CENTER (FVLC)



Application Overview:

FVLC serves victims of domestic violence in Alameda County, including emergency overnight shelter and serving as a liaison with police and the criminal justice system. The FVLC helps families to leave domestic violence situations without becoming homeless or experiencing further injury.

If funded, the agency would provide crisis counseling and other services to 150 Hayward residents, 25 of whom would receive emergency housing assistance.

FY 12-13 AMOUNT REQUESTED: \$50,000

FY 11-12 CDBG FUNDING: \$36,500

*FY 12-13 CSC RECOMMENDATION:
\$47,260*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 33*

*FY 12-13 STAFF RECOMMENDATION:
\$47,260*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#11 MAGNOLIA WOMEN'S RECOVERY PROGRAM



Application Overview:

Magnolia Women's Recovery Program is a six-bed shelter that assists pregnant and post-partum women and their children to recover from the effects of mental illness and co-occurring substance abuse and addictions.

The request would help pay for a full-time case manager to help clients locate and transition to drug and alcohol-free housing, and to set vocational, educational, and financial goals leading to independence.

FY 12-13 AMOUNT REQUESTED: \$35,000

FY 11-12 CDBG FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 9*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

**FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT**

**#12, #13, #14
7TH STEP FOUNDATION**



Application Overview:

The 7th Step Foundation, Inc., is a 32-bed residential drug treatment facility located in unincorporated Hayward, serving parolees with drug addiction or alcoholism problems as they transition from institutions back into society.

If funded, 7th Step's requests would pay for a driver safety training program for clients, a job developer to help secure employment, and a full-time therapist.

FY 12-13 AMOUNT REQUESTED: \$31,000

FY 11-12 CDBG FUNDING: \$12,392.00

***FY 12-13 CSC RECOMMENDATION:
\$ 0***

***YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 39***

***FY 12-13 STAFF RECOMMENDATION:
\$ 0***

***MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: No***

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**#15 SOUTH HAYWARD
PARISH
COMMUNITY ACTION NETWORK**



Application Overview:

The Hayward Community Action Network (CAN) provides outreach, coordination, and case management to homeless individuals who live in Hayward.

If funded, CAN would case-manage 30 individuals to transition them into permanent supportive housing. At least 10 people would be placed in housing.

FY 12-13 AMOUNT REQUESTED: \$12,000

FY 11-12 CDBG FUNDING: \$10,950

*FY 12-13 CSC RECOMMENDATION:
\$12,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 2*

*FY 12-13 STAFF RECOMMENDATION:
\$12,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES (FISCAL
AGENT)*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#16 TRANQUILITY HOUSE ALTERNATIVES



Application overview:

Tranquility House Alternatives (THA) is a new shelter program operating in Hayward, serving homeless women. THA partners with other Hayward organizations to provide case management and meet basic needs of the women.

Funding requested would help pay the executive director's salary, and support the program's partnership with Destiny Builders, which provides supportive services to THA's clients. THA projects that it will serve 200 Hayward residents annually.

FY 12-13 AMOUNT REQUESTED: \$121,600

FY 11-12 CDBG FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 3*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: NO*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#17 WOMEN ON THE WAY (WOTW)



Application overview:

WOTW is a ten-bed shelter that provides shelter and drug treatment to homeless women, to help them transition to more stable housing. Each woman develops an individual treatment plan, setting goals in each major life area, and meets with her counselor frequently to review progress. Approximately 40 women are assisted each year.

If funded, City funds would support general operating expenses.

FY 12-13 AMOUNT REQUESTED: \$20,000

FY 11-12 CDBG FUNDING: \$10,950

*FY 12-13 CSC RECOMMENDATION:
\$20,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 14*

*FY 12-13 STAFF RECOMMENDATION:
\$20,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#18 BAY AREA YOUTH CENTERS



Application overview:

Bay Area Youth Centers provides clinical services, housing, and life-skills acquisition training to current and former foster youth, ages 15 to 24.

If funded, the program would assist fifty youth prepare for and obtain employment, and progress from entry-level jobs to higher-paid positions that offer improved job satisfaction.

FY 12-13 AMOUNT REQUESTED: \$25,702

FY 11-12 CDBG FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 4*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12 -13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**“SERVICES” CATEGORY
APPLICANT SUMMARIES**

B. YOUTH SERVICES

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#19 CALICO



Application overview:

CALICO works closely with police departments and the District Attorney's Office to assist children, ages 2-17, who were physically or sexually abused, or who witnessed violence. One-on-one forensic interviews are conducted specialists, and follow up services are provided by clinicians.

Funding from the City of Hayward would help pay for 100 forensic interviews and support services to 70 caregivers.

FY 12-13 AMOUNT REQUESTED: \$17,500

FY 11-12 SOC SVC FUNDING: \$14,525

*FY 12-13 CSC RECOMMENDATION:
\$17,500*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 14*

*FY 12-13 STAFF RECOMMENDATION:
\$17,500*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#21 COMMUNITY ALLIANCE FOR SPECIAL EDUCATION (CASE)



Application overview:

CASE's helps students who have disabilities access mainstream public education. Technical assistance is provided to parents about special education rights and services. Trained advocates are provided to assist at "individual educational planning" (IEP) meetings and due process proceedings.

If funded, CASE would serve 170 Hayward residents through workshops, consultations, and direct representation.

FY 12-13 AMOUNT REQUESTED: \$10,000

FY 11-12 SOC SVC FUNDING: \$9,960

FY 12-13 CSC RECOMMENDATION: \$0

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 32*

FY 12-13 STAFF RECOMMENDATION: \$0

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: NO*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#22 DREAM COURTS FOUNDATION



Application Overview:

The Dream Courts Foundation provides support and assistance to youth by providing programs and services inside a 400,000 square-foot, indoor sports facility located in Hayward.

If funded, Dream Courts would operate a Learning Center at the site, and City funding would pay for the staff to operate the (future) Learning Center.

FY 12-13 AMOUNT REQUESTED: \$34,000

FY 11-12 SOC SVC FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 0*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: POSSIBLY*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**#24 EAST BAY
AVIATORS**



Application Overview:

The Motivation and Learning through Aviation (MALTA) program is an aviation curriculum for youth ages 12 through 17. The program was founded by Ben Henderson in May 2007. MALTA's mission is to inspire and motivate youth to continue to learn and find a positive direction in life, and to become assets to their communities.

If funded, MALTA would serve 18 Hayward youth.

FY 12-13 AMOUNT REQUESTED: \$18,500

FY 11-12 SOC SVC FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 60*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: NO*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#25 EDEN YOUTH & FAMILY CENTER



Application Overview:

This proposal would help pay for the New Start Tattoo Removal Program. In exchange for performing community service, individuals undergo treatments to remove visible gang, drug-related, or unwanted tattoos. In addition, peer counseling and other support services are provided.

If funded, this project would serve thirty youth, ages 13-25.

FY 12-13 AMOUNT REQUESTED: \$10,000

FY 11-12 SOC SVCFUNDING: \$8,300

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 14*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: NO*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**#26 FAMILY PATHS,
INC.**



Application Overview:

Family Paths Hayward Trauma Project provides services to low-income Hayward children, who have been victimized by sexual, physical, and emotional abuse. Mental health treatment services are offered in English and Spanish.

This proposal would deliver therapeutic treatment to eighteen children who live in Hayward and who have experienced or witnessed abuse.

FY 12-13 AMOUNT REQUESTED: \$20,000

FY 11-12 SOC SVCFUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 29*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#27 HORIZON SERVICES, INC.



Application Overview:

This application would support Horizons' Lambda Youth Project (LYP), which provides services to LGBTQ youth in Hayward, and who are at a statistically higher risk of alcohol, drug abuse, and suicide. LYP provides a safe, supportive, environment for LGBTQ youth to meet and discuss issues that challenge them.

Over 150 youth from Hayward access services offered at the Project Eden Center annually, which houses LYP. This request would pay for a counselor at the site.

FY 12-13 AMOUNT REQUESTED: \$50,000

FY 11-12 SOC SVC FUNDING: \$12,450

*FY 12-13 CSC RECOMMENDATION:
\$25,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 17*

*FY 12-13 STAFF RECOMMENDATION:
\$25,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**“SERVICES” CATEGORY
APPLICANT SUMMARIES**

C. SENIORS AND PEOPLE WHO HAVE DISABILITIES

FY 12-13 APPLICANTS FOR CITY FUNDING LIBRARY AND COMMUNITY SERVICES DEPARTMENT

#29 AFGHAN ELDERLY ASSOCIATION

Application Overview:



The Afghan Elderly Association (AEA) works to improve the well-being of Afghan elders in the Bay Area. The AEA provides elders with culturally appropriate preventative health programs, and connects them to available community resources.

AEA was founded in Fremont, and has expanded to Hayward. Every Thursday from 10am – 2pm, elders share a meal and participate in wellness activities at the Matt Jimenez Community Center. If funded, AEA proposes to serve 80 Hayward elders.

FY 12-13 AMOUNT REQUESTED: \$10,000

FY 11-12 SOC SVC FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 16*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: NO*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#30 ALZHEIMER'S SERVICES OF THE EAST BAY (ASEB)



Application Overview:

ASEB provides Adult Day Care for Hayward residents who are living with Alzheimer's disease or related dementia. Recently-enacted California legislation reduced benefits for people who have dementia, creating a barrier to high quality adult day care.

If funded, this proposal to subsidize the cost of care for seventeen Hayward residents who have dementia, making care more affordable for their families.

FY 12-13 AMOUNT REQUESTED: \$20,000

FY 11-12 SOC SVC FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 22*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**#31 BAY AREA COMMUNITY
SERVICES FRIENDLY VISITORS PROGRAM**



Application Overview:

The Friendly Visiting Program pairs homebound seniors with trained volunteers, who provide conversation and companionship for 1-2 hours per week at the senior's residence. Participants report a decrease in feelings of isolation and depression, as well as improvement in overall health.

If funded, forty-one seniors would be matched with Friendly Visitors.

FY 12-13 AMOUNT REQUESTED: \$12,500

FY 11-12 SOC SVC FUNDING: \$12,450

FY 12-13 CSC RECOMMENDATION: \$12,500

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 1*

FY 12-13 STAFF RECOMMENDATION: \$12,500

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

FY 12-13 APPLICANTS FOR CITY FUNDING LIBRARY AND COMMUNITY SERVICES

#32 BAY AREA COMMUNITY SERVICES HEDCO HOUSE



Application Overview:

The BACS Wellness Center at Hedco House provides community based services to adults with psychiatric disabilities as they transition through Alameda County Behavioral Health Care Services (ACBHCS) to experience greater independence and community support.

If funded, fifty Hayward residents would receive services.

FY 12-13 AMOUNT REQUESTED: \$25,000

FY 11-12 SOC SVC FUNDING: \$16,600

*FY 12-13 CSC RECOMMENDATION:
\$17,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 1*

*FY 12-13 STAFF RECOMMENDATION:
\$17,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#33 COMMUNITY RESOURCES FOR INDEPENDENT LIVING



Application Overview:

CRIL provides independent living services to low-income Hayward residents who have disabilities, so that they may live as independently as possible and achieve their self-identified goals. CRIL provides comprehensive life skills training and support, and assistance in finding affordable and accessible housing.

If funded, CRIL would provide services to 200 eligible Hayward residents.

FY 12-13 AMOUNT REQUESTED: \$25,000

FY 11-12 SOC SVC FUNDING: \$24,900

*FY 12-13 CSC RECOMMENDATION:
\$25,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 32*

*FY 12-13 STAFF RECOMMENDATION:
\$ 25,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#34 LEGAL ASSISTANCE FOR SENIORS



Application Overview:

LAS provides legal services to seniors on the topics of elder abuse, guardianship, consumer law, public benefits, health law, and immigration law. LAS also provides community education and outreach to seniors, their families, and senior-services professionals on issues that affect quality of life.

If funded, LAS would provide legal services to seventy Hayward residents, and offer 8 community education presentations in English and other requested languages.

FY 12-13 AMOUNT REQUESTED: \$22,000

FY 11-12 SOC SVC FUNDING: \$18,260

*FY 12-13 CSC RECOMMENDATION:
\$22,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 35*

*FY 12-13 STAFF RECOMMENDATION:
\$22,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#35 SPECTRUM COMMUNITY SERVICES, INC.



Application Overview:

Spectrum Community Services' Senior Nutrition and Activities Program (SNAP) ensures that over three-hundred Hayward seniors regularly receive hot nutritious meals in supportive, congregate settings.

If funded, SNAP would prepare and serve over 17,000 meals at eight neighborhood locations throughout Hayward to elderly residents.

FY 12-13 AMOUNT REQUESTED: \$30,000

FY 11-12 SOC SVC FUNDING: \$24,070

*FY 12-13 CSC RECOMMENDATION:
\$25,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 30*

*FY 12-13 STAFF RECOMMENDATION:
\$25,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**“SERVICES” CATEGORY
APPLICANT SUMMARIES**

D. GENERAL SERVICES FOR LOW-INCOME RESIDENTS

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#36 ALAMEDA COUNTY COMMUNITY FOOD BANK



Application Overview:

Since 1985, the Alameda County Community Food Bank (ACCFB) has served as the county's clearinghouse for donated, surplus, and purchased food for nonprofit member agencies.

If funded, City funds would be used to establish food "Scholarships" for food pantries and three shelters located in Hayward. The City's funds would be placed "on account:" at the Food Bank so that those agencies could acquire food at deeply discounted prices.

FY 12-13 AMOUNT REQUESTED: \$25,247

FY 11-12 SOC SVCFUNDING: \$16,600

*FY 12-13 CSC RECOMMENDATION:
\$25,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 26*

*FY 12-13 STAFF RECOMMENDATION:
\$ 25,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#37 BRIDGE OF FAITH CHURCH



Application Overview:

Bridge of Faith provides a community-based soup kitchen and food pantry for 2,000 neighborhood residents in Hayward. Twice each week, over 100 clients are served continental breakfasts, hot lunches, and are provided with groceries.

If funded, City funds would be used to pay for operating costs, including truck maintenance, and program supplies.

FY 12-13 AMOUNT REQUESTED: \$5,000

FY 11-12 SOC SVC FUNDING: \$4,150

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 6*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: NO*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#38 DAVIS STREET FAMILY RESOURCE CENTER



Application Overview:

The Davis Street Family Resource Center distributes emergency food and clothing, provides assistance with delinquent PG&E payments, and offers housing assistance. All clients have access to a case manager to set goals and track progress.

If funded, the Family Resource Center would provide services to support basic needs for up to 500 families from Hayward.

FY 12-13 AMOUNT REQUESTED: \$15,000

FY 11-12 SOC SVCFUNDING: \$12,450

*FY 12-13 CSC RECOMMENDATION:
\$15,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 11*

*FY 12-13 STAFF RECOMMENDATION:
\$15,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#40 INTERNATIONAL INSTITUTE



Application Overview:

The International Institute of the Bay Area (IIBA) educates and serves immigrants and refugees by providing legal services and workshops. Such education and outreach increases the safety and stability of families, expands their access to resources, and improves the ability of immigrant families to make informed decisions. Each year IIBA serves over 10,000 Bay Area immigrants.

If funded, the IIEB would provide bilingual immigration legal services to 240 Hayward residents.

FY 12-13 AMOUNT REQUESTED: \$10,000

FY 11-12 SOC SVC FUNDING: \$5,810

*FY 12-13 CSC RECOMMENDATION:
\$10,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 42*

*FY 12-13 STAFF RECOMMENDATION:
\$10,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**#41 LA FAMILIA
COUNSELING SERVICES
FAMILY RESOURCE CENTER**



Application Overview:

The Family Resource Center operated out of the Eden Youth and Family Center, for 17 years, providing services to address basic needs to support 2,400 South Hayward residents. At the end of December 2011, La Familia closed the Family Resource Center.

FY 12-13 AMOUNT REQUESTED: \$41,420

FY 11-12 SOC SVC FUNDING: \$12,865

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 39*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**#43 SOUTH HAYWARD
PARISH FOOD PANTRY**



Application Overview:

The South Hayward Parish Food Pantry provides a minimum of 2-3 days of food to over 1,000 low-income Hayward residents each year. Every effort is made to give out fresh produce, well-balanced proportions, proteins, and carbohydrates. Recipients are offered the option to select one or two from each group.

If funded, City funds would support the half-time Food Coordinator position.

FY 12-13 AMOUNT REQUESTED: \$14,700

FY 11-12 SOC SVC FUNDING: \$14,442

*FY 12-13 CSC RECOMMENDATION:
\$14,700*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 30*

*FY 12-13 STAFF RECOMMENDATION:
\$14,700*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#44 TRI-CITY HEALTH CENTER



Application Overview:

Tri-City Health Center provides high quality, comprehensive, and client-centered services to assist and empower individuals living with HIV. Services offered include housing assistance, legal assistance, grocery vouchers, transportation assistance, and emergency financial assistance.

If funded, the program would provide case management, mental health counseling, and benefits counseling to sixty-five Hayward residents.

FY 12-13 AMOUNT REQUESTED: \$24,900

FY 11-12 SOC SVC FUNDING: \$12,450

*FY 12-13 CSC RECOMMENDATION:
\$24,900*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 20*

*FY 12-13 STAFF RECOMMENDATION:
\$24,900*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#45 AFGHAN AND INTERNATIONAL REFUGEES SUPPORT SERVICES



Application Overview:

The Afghan and International Refugee Support Services (AIRS) and the Bay Area Immigration Services (BAIRS) Programs provide community education for 400 low-income immigrants who are Hayward residents, and who represent over 14 ethnic groups. Services offered address domestic violence, drug and alcohol abuse, and immigration.

If funded, City funds would be used to support a case manager's salary.

FY 12-13 AMOUNT REQUESTED: \$24,9000

FY 11-12 SOC SVCFUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$0*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 20*

*FY 12-13 STAFF RECOMMENDATION:
\$0*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: NO*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

**“SERVICES” CATEGORY
APPLICANT SUMMARIES**

E. ACADEMIC SUPPORT AND JOB READINESS

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#20 CHABOT COLLEGE



Application Overview:

Chabot College is requesting funds to pay for a Tutoring Coordinator for the Education Talent Search (ETS) Program. The Tutoring Coordinator would develop, organize, and oversee tutoring at Hayward, Mt. Eden, and Tennyson High Schools. Volunteer tutors would be recruited from Chabot College students.

If funded, ETS would improve attendance and academic performance for three-hundred Hayward high school students.

FY 12-13 AMOUNT REQUESTED: \$36,233

FY 11-12 SOC SVC FUNDING: \$0

*FY 12-13 CSC RECOMMENDATION:
\$20,000*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 6*

*FY 12-13 STAFF RECOMMENDATION:
\$20,000*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#42 LITERACY PLUS



Application Overview:

Literacy Plus is a free adult tutoring program of the Hayward Public Library. Volunteer tutors are trained and matched with adults who read and write below an 8th grade level. Many are seniors and adults who have learning disabilities. Literacy Plus has also partnered with Hayward Day Labor Center to provide ESL classes, job preparation services, and computer classes.

If funded, the 100 Hayward residents would receive Literacy Plus services.

FY 12-13 AMOUNT REQUESTED: \$20,000

FY 11-12 SOC SVC FUNDING: \$8,300

FY 12-13 CSC RECOMMENDATION:

\$0

YEARS OF PROPOSED

PROGRAM/ PROJECT EXPERIENCE: 26

FY 12-13 STAFF RECOMMENDATION:

\$0

MEETS MINIMUM PRE-AWARD

CONTRACTING STANDARDS: NO

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#23 EBAC/ CAP



Application Overview:

The Child Assault Prevention (CAP) project provides mental health services to under-and uninsured elementary school children and/or their families. Children are referred by school staff, administrators, community partners, and by CAP workshop leaders to whom children disclose abuse or who seem to be at-risk for abuse.

If funded, CAP would provide mental health services to 50 children from Cherryland, Bowman, Burbank, Tyrell, Glassbrook, and King Jr. Middle schools.

FY 12-13 AMOUNT REQUESTED: \$18,500

FY 11-12 SOC SVC FUNDING: \$15,355

*FY 12-13 CSC RECOMMENDATION:
\$18,500*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 60*

*FY 12-13 STAFF RECOMMENDATION:
\$18,500*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES*

**FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT**

**#28 TIBURCIO VASQUEZ
HEALTH CENTER**



Application Overview:

The Keepin' It Real (KIR) project, based at the Tennyson Health Center, is a primary care clinic managed and operated by Tiburcio Vasquez Health Center, Inc. (TVHC). KIR makes presentations to 870 Hayward students each year regarding teen violence, alcohol and drug abuse, and sexual health.

If funded, 20 youth would be trained to become Peer Educators.

FY 12-13 AMOUNT REQUESTED: \$35,000

FY 11-12 SOC SVC FUNDING: \$12,450

**FY 12-13 CSC RECOMMENDATION:
\$12,500**

**YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 8**

**FY 12-13 STAFF RECOMMENDATION:
\$12,500**

**MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES**

*FY 12-13 APPLICANTS FOR CITY FUNDING
LIBRARY AND COMMUNITY SERVICES DEPARTMENT*

#12 HAYWARD DAY LABOR CENTER



Application Overview:

The Hayward Day Labor Center works with low-income workers to help them reach self-sufficiency through employment and related programs. The center also provides technical assistance to low-income business owners.

If funded, the Hayward Day Labor Center would create three permanent jobs and assist one hundred businesses.

FY 12-13 AMOUNT REQUESTED: \$90,000

FY 11-12 CDBG FUNDING: \$87,600

*FY 12-13 CSC RECOMMENDATION:
\$ 47,400*

*YEARS OF PROPOSED
PROGRAM/ PROJECT EXPERIENCE: 4*

*FY 12-13 STAFF RECOMMENDATION:
\$ 47,400*

*MEETS MINIMUM PRE-AWARD
CONTRACTING STANDARDS: YES (FISCAL
AGENT)*



CITY OF
HAYWARD
HEART OF THE BAY

**CITIZEN
PARTICIPATION
PLAN**

(UPDATED 3/12)

**FOR CDBG, HOME, AND
OTHER HUD-ADMINISTERED
FEDERAL FUNDING**

**CITY OF HAYWARD
NEIGHBORHOOD SERVICES DIVISION
777 B STREET, 2ND FLOOR
(510) 583-4247
WWW.HAYWARD-CA.GOV**

**CITY OF HAYWARD
CITIZEN PARTICIPATION PLAN**

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CITY OF HAYWARD CITIZEN PARTICIPATION PLAN

I. Citizen Participation Plan Overview

As a federal Community Development Block Grant (CDBG) Entitlement jurisdiction, every five years the City is required to prepare and submit a comprehensive *Consolidated Plan* to the federal Department of Housing and Urban Development (HUD). Each Consolidated Plan contains updated market analyses, an inventory of housing and housing services, as well as a review of available resources to address identified priorities and objectives. In each interim year, the City submits an *Action Plan* to HUD, which identifies specific resources and activities to be implemented during the following year to achieve the objectives contained in the Consolidated Plan.

The City's Consolidated Plan represents the means by which the City meets the submission requirements for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) formula programs, as well as other sources of HUD funding that could be available to the City, either directly from HUD or as a subrecipient to another agency. The Consolidated Plan is required to include and result from an effective citizen participation process.

The City of Hayward's Citizen Participation Plan (CPP) seeks to involve all City residents including low and moderate-income persons, persons living in blighted areas, members of minority groups, members of non-English speaking groups, residents of areas where a significant amount of federally-funded activity is proposed or ongoing, the elderly, the disabled, the business community, and civic groups interested in any of the programs funded directly or indirectly by HUD.

The Citizen Participation Plan describes HUD-funded programs in Hayward and citizen participation opportunities related to the CDBG, HOME, ESG, and other HUD-funded programs, as well as Annual Performance Reports, other Citizen Participation Issues, and managing the Citizen Participation Plan. For more information please call the City of Hayward's Neighborhood Services Division at (510) 583-4250.

Citizen Participation Goals

The goals of the City of Hayward's citizen participation process include:

- Providing residents with adequate and timely information about the range of activities that may be undertaken through HUD-funded programs, the kinds of activities previously funded in the community, the level of funding available to carry out these activities, and an estimate of the amount of funds that will benefit low- and moderate- income persons;

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- Providing an appropriate means to ensure the involvement of low and moderate-income residents most likely to be affected by HUD-funded programs, and to provide reasonable efforts to ensure continuity of involvement of residents or resident organizations throughout all stages of the program;
- Providing residents with an adequate opportunity to articulate needs, express preferences about proposed activities, assist in the selection of priorities, and the development of the plans, applications and reports; and
- Providing residents with the opportunity to assess and submit comments on all aspects of the HUD-funded programs and their performance.

II. Federal Programs in Hayward

The following program descriptions are provided to aid residents in understanding the types of HUD-funded housing and community development programs routinely conducted in the City of Hayward. Occasionally, additional types of HUD funding are available, and the following description is not intended to be an exhaustive list of the various potential sources of funding available to the City from HUD. Additional guidance regarding sources not specifically addressed in this section of the CPP is addressed in Section IV, Administration of the Citizen Participation Plan.

A. Community Development Block Grant

This program provides the City with a flexible source of funding for programs and projects ranging from infrastructure improvements to social service activities. Federal regulations stipulate that CDBG-funded activities must address at least one of the following federally-defined national objectives:

- Directly benefit lower-income persons,
- Be conducted in an area where more than 51 percent of the population is lower income, or
- Eliminate slum and blighting conditions.

CDBG programs and projects may address urban blight by making physical improvements in predominantly low-income neighborhoods, or by providing direct services to either low-income individuals or families or persons living in low-income neighborhoods. Definitions of low and moderate-income are provided later in this Plan.

The City of Hayward has identified the following areas of community need that may be addressed by CDBG-funded activities:

- **Home Ownership and Affordable Housing** - Programs and projects to increase the percentage of homeowners including new housing development that is affordable to lower-income households. Eligible activities include the purchase and improvement of land to build homeowner units, rentals, and condominiums; the development of housing for the disabled and elderly; and the development of emergency housing.

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- **Housing Rehabilitation** - The conservation and improvement of dwellings occupied by lower-income households. These activities include rehabilitation and minor home repairs.
- **Neighborhood Facilities and Improvements** - Acquisition, construction, reconstruction, rehabilitation or installation of eligible public facilities and improvements. Projects may include senior centers, centers for the disabled, curb ramps, removal of architectural barriers, parks, community gardens, playgrounds, and recreational facilities. The City Council has established a priority for facilities providing childcare or other youth services.
- **Public Services** - Fair housing, housing counseling services, the investigation of housing discrimination complaints, housing placement assistance to lower-income households and other housing-related social services. HUD regulations limit the allocation of funds to public service activities to no more than 15 percent of each annual CDBG award.
- **Economic Development** - Acquisition of real property, construction or rehabilitation of commercial or industrial facilities, and assistance to nonprofit organizations and small businesses.
- **Commercial Rehabilitation** - Activities include facade improvements, emergency health and safety repairs, and handicap accessibility repairs when caused by facade improvements for commercial properties in the downtown redevelopment area.

The City of Hayward uses its annual CDBG allocation each year to fund a variety of housing and community development activities. The CDBG program operates on an annual basis; typically programs and projects are implemented during a 12-month period, i.e., the "program year." The program year coincides with the City of Hayward's fiscal year that begins July 1 and ends June 30 of the following calendar year. HUD planning and application regulations require that the City of Hayward begin preparing for a new program year in the fall of the preceding year. The City begins preparations in November for the allocation of funds that will be used during the program year that begins the following July.

The Community Services Commission

The City of Hayward's Community Services Commission (CSC) is the primary conduit for resident participation in all phases of the CDBG program and other programs funded by HUD, directly or indirectly. The CSC advises and makes recommendations to the City Council on HUD-funded programs including the identification of housing and community development needs, setting priorities, making recommendations regarding the annual allocation of CDBG and other funds originating from HUD, and amending, as necessary, Annual Action Plans. CSC members must be Hayward residents and are appointed by the City Council for four-year terms. The CSC includes low and moderate-income residents, representatives from non-English speaking groups, minority groups, and target neighborhoods. For more information about CSC membership, please contact the Hayward City Clerk's office at (510) 583-4400.

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The CSC holds regular meetings in the evening that are noticed and open to the public. At these meetings, the CSC discusses CDBG-funded housing and community development activities, other HUD-funded activities, and makes recommendations to the City Council, as appropriate. CSC meetings also provide an opportunity for community residents to participate in the assessment of current activities. The City of Hayward's Library and Community Services Department staff supports the CSC and maintains records (agenda minutes, resolutions, etc.) for public review. CSC Agendas and Summary Notes are posted on the City's website for public review and comment.

Allocation Development Schedule

The activities receiving allocations of HUD funds must meet all federal funding eligibility requirements and support locally defined housing and, community development goals and objectives. The City is responsible for the allocation of these funds to specific eligible programs and projects. The allocation processes are designed to include City resident participation at meetings, work sessions, and public hearings.

To receive CDBG funding, organizations must attend an applicant workshop and complete and submit an application packet. City staff and the CAC review these materials and interview applicants. Both the CAC and City staff make advisory funding recommendations to the City Council. The City Council makes the final funding allocations. The following is the allocation development schedule for HUD-funded programs for a typical program year; however this schedule may be adapted as necessary to meet urgent community needs and to meet each program's regulations.

<u>Month</u>	<u>Activity</u>
July	CSC establishes the allocation development schedule
September	CSC new member training: Brown Act & Conflict of Interest Law
November	30 Day Public Notice of federal Funding Availability
December	Funding Forum and Application Technical Assistance Workshop
January	CSC training in Proposal Evaluation Applications Due Appointment of CSC's Application Review Committees (ARCs) ARCs interview applicants
February	CSC develops its official "draft" Funding Recommendations City staff develops its "draft" Funding Recommendations Public Comment period
March	CSC and City staff finalize their respective Funding Recommendations

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30-day Public Hearing Notice of City Council's intent to make funding allocations, to be included in and which constitute the substantive portion of the subsequent year's Annual Action Plan.

April City Council work session on federal Funding Recommendations
City Council Public Hearing on its federal Allocations
Draft Annual Action Plan due to Alameda County HCD

May Final Annual Action Plan submitted to HUD

Annual Funding Forum

Planning for a new program year begins with the Annual Funding Forum - typically scheduled for December. This meeting is designed to encourage low and moderate-income persons, members of minority groups, members of non-English speaking groups, and residents of targeted neighborhoods to express their views and ideas regarding community development and housing needs. The forum, sponsored by the CSC, presents the following information to Hayward residents and nonprofit organizations:

- Local and federal requirements and the annual application processes;
- The amount of federal funds anticipated to be available for eligible activities;
- The range of activities which may be undertaken with these funds; and
- Examples of projects funded during prior program years.

Forum participants are invited to discuss City needs in the areas of housing, economic development, and neighborhood revitalization. The discussion is structured to identify the needs of low and moderate-income households that can be addressed through particular HUD-funded programs (e.g., CDBG, ESG, etc.) and to identify activities to meet those needs. The project proposal submission, evaluation, and approval process and a timeline are also presented to facilitate resident participation.

Proposal Evaluation and Funding Process

The City of Hayward facilitates a proposal evaluation process to guide a fair and open process for evaluating, prioritizing, and selecting activities to receive funding. The following are examples of criteria considered during the proposal evaluation process, although additional factors may also be considered (e.g., City Council Priorities, unexpected or urgent local needs, etc.):

- Activity eligibility (with regard to HUD-funded program requirements),
- CDBG: Activity meets a CDBG National Objective,
- Reasonableness of proposed cost,
- Subrecipient capacity to carry out the project (including fiscal/administrative controls),

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- Priority of need to be addressed.

Based on the review of the funding proposals, and interviews with applicants, the CSC and City staff each prepare respective “draft” Funding Recommendations. After the “draft” Funding Recommendations are determined, there is a Public Comment Period during which members of the public, including applicants, may submit or present comments to the CSC and/or City staff regarding the “draft” Funding Recommendations. At the conclusion of the Public Comment period, the CSC and City staff finalize their respective Funding Recommendations, which are subsequently forwarded to the City Council.

In early April, the City Council conducts a work session during which it reviews and discusses the Funding Recommendations. A 30-day Public Hearing Notice is published in advance of the City Council meeting when the subsequent year’s CDBG and/or other applicable HUD-funded allocations are to be determined, and which will then be included in and form the substantive portion of the City’s Annual Action Plan. The Public Hearing is scheduled to take place at a regular evening meeting of the City Council. City Council meetings are televised locally. People who have disabilities and wish to attend the Public Hearing in person are encouraged to request accommodations as needed.

The City’s complete Annual Action Plan is developed each year in accordance with the housing and community development goals and objectives articulated in the City’s five-year HUD-approved Consolidated Plan. The City of Hayward works with the Alameda County Department of Housing and Community Development to prepare the Annual Action Plan each year to:

- Identify the activities to receive an allocation of CDBG and other available HUD funds;
- Serve as an application for HUD funding; and
- Certify the City of Hayward’s compliance with a variety of federal regulations.

A draft Annual Action Plan is prepared by the City of Hayward and is published by the Alameda County Department of Housing and Community Development. For more information about the development of the Annual Action Plan please contact the Alameda County Department of Housing and Community Development at (510) 670-5398.

Copies of the complete draft Action Plan will be made available at the City of Hayward’s Community Services Division, City Clerk’s Office, Main and Branch Libraries, and will be posted on the City’s website. The Hayward City Council will consider any comments or complaints received in writing or at public hearings. A summary of the comments or complaints will be included with any documents submitted to HUD.

Amending the Annual Action Plan

As referenced previously, the purpose of the Annual Action Plan is to present and describe activities to receive CDBG and/or other HUD funding. However, from time to time the City of Hayward may need to modify the Annual Action Plan. Changing the use of certain funds, for example, CDBG

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funds, from one eligible activity to another will constitute a substantial amendment to the Annual Action Plan. An amended Annual Action Plan will be developed and published through a citizen participation process similar to that of developing the initial Annual Action Plan, including a 30-day, published notice of a public hearing. In times of urgent community need, the time allowed for public review and comment of proposed revisions may be adapted as necessary.

B. HOME Investment Partnership Program

The City of Hayward receives funding from the HOME Investment Partnership through its participation in the Alameda County HOME Consortium. The HOME Consortium was established in 1991 to obtain an allocation of funds under the Affordable Housing Act of 1990 for the development or rehabilitation of affordable housing. The HOME Consortium includes the cities of Alameda, Fremont, Hayward, Livermore, Pleasanton, San Leandro, and Union City, and the Urban County jurisdictions of Albany, Dublin, Emeryville, Newark, Piedmont, and the unincorporated areas.

HOME funds may be used to acquire, rehabilitate, finance and construct affordable housing. The Alameda County Department of Housing and Community Development is responsible for preparing plans and reports required by federal HOME program regulations. Therefore, this Citizen Participation Plan will only provide a brief description of the citizen participation requirements for the HOME program. For more information regarding the HOME program, please contact the Alameda County Department of Housing and Community Development at (510) 670-5398.

Alameda County HOME Consortium Five Year Consolidated Plan

The Alameda County HOME Consortium Five Year Consolidated Plan is the primary long-range planning document for the City's HOME and CDBG and other HUD-funded programs, and consists of the following:

- A housing and community development needs assessment,
- An inventory of resources (including HOME and CDBG funds, as well as others – e.g., ESG funds) available to address those needs,
- A five-year strategy with goals and objectives, and
- A one-year Annual Action Plan that identifies the specific activities to be implemented and presents the allocation of the City's HOME, CDBG, and other HUD funds, as appropriate, for one fiscal year. Each year following the adoption of the Five Year Consolidated Plan, the City adopts a new Annual Action Plan.

As the lead agency for the Alameda County HOME Consortium, the Alameda County Housing and Community Development is responsible for coordinating the development of the Alameda County Consortium Five Year Consolidated Plan, and certain aspects of the development of the City of Hayward's Annual Action Plan. The Plan presents both county-wide information and information specific to each participating jurisdiction. City of Hayward staff prepares the section relevant to Hayward and its development includes citizen participation by Hayward residents.

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A new Five Year Consolidated Plan is developed every five years and includes community workshops and other related activities. The specific citizen participation process will be established by the County prior to preparing the Plan and will comply with the latest HUD regulations. For more information about the development of the Alameda County HOME Consortium Five Year Consolidated Plan please contact the Alameda County Department of Housing and Community Development at (510) 670-5398.

Amending the HOME Consortium Annual Action Plan

From time to time the City of Hayward, as a participant in the Alameda County HOME Consortium may wish to change its allocation of HOME funds. This action will require amending the HOME Consortium Annual Action Plan which originally presented the allocation to be modified. The Alameda County Housing and Community Development Department will issue a public notice on behalf of the City of Hayward announcing the amendments to the City's portion of the Alameda County HOME Consortium Annual Action Plan. Summaries of the draft version of the Amended HOME Annual Action Plan will be available in formats accessible to persons with disabilities, upon request. There will be a public review period of thirty days during which comments on the draft amended Plan may be made before the amendment is finalized. Comments may be registered in writing or orally at public hearings. The Alameda County HOME Consortium shall consider any comments or views of citizens received in writing or orally. A summary of the comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the substantial amendment upon submission to HUD.

III. Annual Performance Reports

HUD requires the City of Hayward to prepare and submit performance reports in accordance with various programs' regulations and rules. For example, an Annual Performance Report on the activities funded through the CDBG program is required. The Annual Performance Report requirements typically include the preparation of narrative descriptions of each activity and quantitative analysis of the funds expended and services provided during the program year. Due to the variety of CDBG funded activities, the performance statistics for a given activity may include the number of households served along with other characteristics such as income and demographics or the number of public improvements completed during the program year. HUD frequently updates the regulations regarding the annual performance report. Therefore, this Citizen Participation Plan will focus on the citizen participation process for developing the Annual Performance Report rather than the contents of the report itself.

Developing Annual Performance Reports

A draft version of the Annual Performance Report will be developed by City staff and will be made available for a fifteen-day public review period. A notice for the public review period will be published in the Daily Review a local newspaper of general circulation. A summary of the draft Annual Performance Report will be made available in formats accessible to persons with disabilities, upon request. The complete draft Annual Performance Report will be made available at the City of

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Hayward Department of Community and Economic Development. A reasonable number of free copies of the Annual Performance Report will be provided to residents and groups that request them. A summary of the comments or complaints will be included with any documents submitted to HUD. Following the public comment period the final version of the Annual Performance Report will be submitted to HUD.

IV. General Citizen Participation Issues and Federal Requirements

City Council Work Sessions and Public Hearings

A City Council work session, attended by representatives of the Community Services Commission and open to the public, is usually conducted in April to review and discuss funding allocations for the subsequent year's Annual Action Plan. The work session precedes the Public Hearing when funding allocations are made.

There will be 30-day Public Notices of all Public Hearings, published in the Daily Review, a newspaper of general circulation, and posted to the City's website. All notices will also be published in Spanish, which is the most prevalent language spoken in Hayward after English. In instances of urgent community need, the period of Public Notice may be abbreviated, but in no case shall it be less than that permitted by HUD.

Public hearings on the CDBG and other HUD-funded programs may be held at various points throughout the program year. In addition to the Public Hearing for the Annual Action Plan, at least one public hearing will be held during the development of the City's Five Year Consolidated Plan. The City will also publish a notice when the final version of any draft document has been submitted to HUD and will be made available upon request.

Meetings are scheduled at times and locations which permit broad participation by low-and moderate-income persons. When requested, translators are made available for non- English speaking attendees and people who are hearing-impaired. The City of Hayward employs over 50 individuals who speak at least 14 languages, and are paid a differential to provide translation services in those languages, upon request, during all City hours of operation. Upon request, American Sign Language (ASL) interpreters facilitate participation by people who are hearing-impaired.

Technical Assistance

To facilitate the continued involvement of low and moderate-income persons, non-English speaking persons, and residents in areas most likely to be affected by the CDBG or other HUD-funded programs, staff provides information and technical assistance to community organizations so they may participate fully in planning, implementing, and assessing the CDBG and other HUD-funded programs. If needed, City staff also provides technical assistance to groups developing project proposals.

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The City of Hayward employs over 50 individuals who speak at least 14 languages, and are paid a differential to provide translation services in those languages, upon request, during all City hours of operation.

Program Information

The following information will be available to the public from the City of Hayward's Library and Community Services Department:

- All CDBG and other HUD-funded program mailings and promotional materials.
- Records of hearings and CSC meetings, a summary of the proposal evaluation process, and by-laws of the CSC.
- All program documentation, including applications from prior program years, letters of approval, performance reports, quarterly evaluation reports, other reports required by HUD, and the proposed and approved application for the current program year.
- Copies of the HUD regulations, e.g., CDBG regulations, governing the programs.
- Explanation of program requirements, including contracting and operations procedures, environmental review policies, fair housing, and other equal opportunity requirements, relocation provisions, and the State Executive Order 12372 review process.
- The Citizen Participation Plan.
- Copies of written comments or complaints about the City's HUD-funded, including CDBG-funded, housing and community development activities, the City's assessment of these comments or complaints, and a description of any actions taken.
- Copies of the Consolidated Plan and the Action Plan are available at the City's Library and Community Services Department.
- All documents are available in Braille by written request. Please allow 5 working days for preparation.

City staff will provide Spanish translation services upon request. The City of Hayward employs over 50 individuals who speak at least 14 languages, and are paid a differential to provide translation services in those languages, upon request, during all City hours of operation. For hearing-impaired residents ASL interpreters will be provided. At least 24 hours of advance notice is requested.

Public Comments

Citizens may submit comments, complaints, suggestions, or questions by letter, facsimile, telephone, by email, or in person regarding any aspect of any HUD-funded program, including the CDBG program, by calling (510) 583-4250, or by faxing (510) 583-3650., by logging onto the City's website (www.hayward-ca.gov) and clicking "Access Hayward," or emailing CDBGinfo@hayward-ca.gov. Written comments should be sent to the following address. All written complaints will be answered in writing within 15 working days.

City of Hayward, Library and Community Services Department
777 B Street, Hayward CA 94541
Attention: CDBG Program Manager

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When preparing the Annual Action Plan, the City of Hayward will consult with other public and private agencies that provide assisted housing, health services, and social services. The City of Hayward will also consult with adjacent units of general local government, including local government agencies with metropolitan-wide planning responsibilities where they exist, particularly for problems and solutions that go beyond a single jurisdiction.

Lead-Based Paint Hazards

The Alameda County Department of Housing and Community Development, Lead Poisoning Prevention Program is the lead agency responsible for addressing lead-based paint hazards. The Program's mission is to prevent childhood lead poisoning. The Lead Poisoning and Prevention Offices are located in Oakland but their jurisdiction includes the City of Hayward. Information and home test kits are available free of charge. The Program's general information line is (510) 567-8280.

Administering the Citizen Participation Plan

The Citizen Participation Plan (CPP) is subject to federal regulations that require resident participation during its initial development and any subsequent revisions. From time to time the City of Hayward may revise the CPP to reflect changes in HUD regulations or to make improvements to the citizen participation process.

To revise the CPP, a draft version of the revised CPP will be prepared by City staff and made available for a fifteen-day public review period. A notice for the public review period will be published in the Daily Review a newspaper of general circulation and on the City's website (www.hayward-ca.gov). Upon request, a summary of the draft revised CPP will be made available in formats and languages accessible to persons who have disabilities or who do not speak English. The complete draft revised CPP will be posted on the City's website (www.hayward-ca.gov), and hard copies will be provided to residents and groups that request them by contacting the City's Community Services Division.

Following the public comment period, a Public Hearing will be held on the draft revised CPP at a time convenient to potential and current program beneficiaries and a location that will accommodate persons with disabilities. A notice for the hearing will be published in the Daily Review a newspaper of general circulation and posted on the City's website (www.hayward-ca.gov). The notice will include a list of the locations where complete copies may be reviewed. The Hayward City Council shall consider any comments or complaints received in writing, or at public hearings.

Occasionally, the City may be eligible to apply for and/or receive other types of federal funding through HUD (e.g., ESG, etc.) to respond to emergency or urgent community needs. If the City's CPP does not include specific guidance for public participation for a particular type of HUD funding and urgent community need does not allow time for the normal process for revision of the CPP to include such guidance, the citizen participation requirements of the CDBG program may be used *or adapted as permitted by HUD* and used to permit the City to apply for and/or receive those funds.

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In such instances, citizen participation will be solicited and documented to the greatest extent possible, and in no case shall it be less than that which is required by HUD to qualify for those funds.

Anti-Displacement Plan

The City of Hayward seeks to avoid temporary or permanent displacement of Hayward residents by City action whenever feasible. When displacement occurs as a result of federally-funded activities, The City of Hayward will act in compliance with Section (104) of the Housing and Community Development Act of 1974, as amended, to mitigate any negative impacts of federally-funded activities. Mitigating actions may include providing replacement low and moderate-income housing and appropriate relocation benefits to households displaced.

If relocation services are required, displaced persons will be given a written description of the City's Relocation Program. These materials include:

- Descriptions of replacement housing and relocation payments,
- Eligibility conditions,
- Procedures for obtaining payment,
- Advisory services,
- Explanation of the ninety-day advance notice,
- Assurance that the displaced cannot be required to move permanently unless at least one comparable replacement dwelling has been made available.

Benefits include a choice of three or more comparable replacement dwellings (if available) or replacement housing payments, transportation to inspect housing, payment for moving and related expenses, and counseling to minimize adjustment hardships. Real property will be acquired by negotiation only after a written appraisal. Owners will be offered just compensation and will be paid before surrendering possession of their property.

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Glossary

Action Plan - A plan submitted to HUD annual which specifically describes the allocation of CDBG funds to activities to be conducted in support of the priorities presented in the Consolidated Plan.

CDBG - The US Department of Housing and Urban Development's Community Development Block Grant program.

Consolidated Plan - A plan that includes a housing and community development needs analysis, a survey of resources available to address those needs, and a five-year strategy that includes goals and priorities for the use of CDBG funds. The Consolidated Plan must be updated every five years and serves as the strategic foundation for subsequent one-year Action Plans.

Consortium - An organization of geographically contiguous units of general local government that are acting as a single unit of general local government for purposes of the HOME program.

ESG - The US Department of Housing and Urban Development's Emergency Solutions Grant program.

HOME - The US Department of Housing and Urban Development's HOME Investment Partnership Program. This program provides funds for affordable housing programs and projects.

HUD - The US Department of Housing and Urban Development.

Income: Please refer to the following HUD-defined income categories:

Extremely Low-Income - Total household income is between 0 and 30 percent of the median income for the area, as determined by HUD adjusted for household size.

Very Low-Income - Total household income does not exceed 50 percent of the median income for the area, as determined by HUD adjusted for household size.

Low-Income - Total household income does not exceed 80 percent of the median income for the area, as determined by HUD adjusted for household size.

Moderate-Income - Total household income does not exceed 120 percent of the median income for the area, determined by HUD adjusted for household size.

Program Year - The City of Hayward receives HUD funding and must complete several HUD-mandated tasks on an annual basis. The CDBG program operates according to a 12-month schedule that corresponds with the City's fiscal year - July 1 through June 30.

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Other Housing and Community Development Resources

The following agencies and organizations provide housing and community development services to Hayward -citizens. Please contact them if you have questions about any of their activities.

Alameda County Housing Authority - General housing services (510) 538-8876
www.haca.net

ECHO Housing - Fair housing and landlord-tenant dispute mediation (510) 581-9380
www.echofairhousing.org

Eden Information and Referral - General housing services (510) 537-2552
www.211alamedacounty.org

DRAFT

DATE: February 17, 2012
TO: Anne Culver, Social Service Planning MANAGER
FROM: Johnny Crain, Bridge of Faith Church
SUBJ: City of Hayward ——— ARC Recommendations

Would like to take a moment to discuss our ineligibility for grant consideration as a result of us lacking an audit. In the past 3 grant applications we have disclosed that we performed a self imposed audit resulting in no discrepancies or prejudices. We really have a difficult issue with this audit due to the following.

- **Accounting for \$ 5000. is easy sine we do not have paid staff or expenses**
- **Do not buy food or commodities with grant money**
- **Always disclose if funding will replace or repair some Capital Outlay Expenditure (i.e. Purchase stove, replace freezer, and up-grade truck)**
- **Most of the funding is spent on fueling, repairing, and maintaining our truck, the life-line of our operation.**

We have all receipts and work orders accounting for the use of funding. It makes it informal, but an accurate audit. Tried to explain this problem to Commissioner Allison MacManus during her site visit.

I was hopeful that we could resolved this issue, maybe to the point of our eligibility being reinstated and consideration for funding. It was stated that \$ 17,400. Had still not been allocated.

Could we meet to possibly Brainstorm some corrective options to remedy the audit?



**Community
Alliance for
Special
Education**

March 20, 2012

Council Member Olden Henson
City of Hayward
777 B Street
Hayward, CA 94541

1550 Bryant Street, Suite 835
San Francisco, CA 94103
Tel (415) 431-2285
Fax (415) 431-2289

Dear Council Member Henson:

On behalf of the Community Alliance for Special Education (CASE), I am writing to ask for your help. Several years ago, CASE appealed to the Hayward City Council for assistance regarding our funding from the City of Hayward and you were a supporter of CASE and championed our cause successfully with the full City Council. We need your assistance more than ever now because CASE has not been recommended for funding by the Community Services Commission for the fiscal year 2012-2013. The sole reason for this result is that CASE has not been able to provide an agency audit for the 2010-2011 fiscal year.

As you may recall, CASE was formed in 1979 to protect the educational rights of children with disabilities and to promote better understanding and cooperation among parents, the special education service community, and the public schools. CASE accomplishes this by fostering the fair and just implementation of the federal Individuals with Disabilities Education Act (IDEA) and the state special education law. Our mission is to help students with disabilities succeed in school, graduate, make the transition from school to post-school programs or education, and to become productive citizens within our community.

CASE has received support from the City of Hayward since 1996. The Hayward Special Education Advocacy Project enables students with disabilities from low-income families to receive an appropriate education. Project services include: 1) Technical assistance consultations to parents on special education rights and services and 2) Direct representation by trained advocates at educational planning meetings (IEPs) and due process proceedings on behalf of students with disabilities. In addition, CASE has also provided training on special education rights and responsibilities to parents and professionals serving student with disabilities in the city of Hayward.

Although CASE does not have an audit covering its last fiscal year, CASE is requesting to be considered for continued funding from the City of Hayward and proposing an alternative means to demonstrate that City of Hayward funds are spent for the purposes outlined in its contract with CASE.

Helping To Give Children With Disabilities A Future Since 1979

We, at CASE, understand the City of Hayward's need to ensure that its funds are being spent as proposed and its audit requirement. In fact, since 1996, CASE has had three agency audits – for fiscal years 1996, 2001 and our latest audit was conducted for the 2008-2009 fiscal year. However, CASE receives \$9,960 from the City of Hayward; an audit costs between \$6,000 - \$7,000 and rising. Currently, the City of Hayward is the only entity requiring an audit of CASE. No funding is provided by the City of Hayward for this audit requirement.

Our entire annual agency budget is between \$240,000 – \$250,000. Our staff are being paid a \$25,000 – 35,000 annual salary – barely above poverty level. For CASE, a \$7,000 audit expenditure is very difficult to fund.

For small agencies providing high-quality, needed services who cannot afford an audit like CASE, CASE is requesting that the City of Hayward accept an alternative method to demonstrate its use of City funding. CASE proposes to submit actual pay stubs and check receipts to show that funds were spent for approved purposes. This will enable City of Hayward staff to specifically track and have verification of CASE contract spending. As a sub-contractor on other government contracts, CASE uses this method to verify expenditures for funding from other Bay Area cities. Having gone through the audit process, it is our view that this proposed alternative method is even more effective in assuring that City of Hayward funds are spent for the purpose for which they were approved.

I hope that you and your colleagues on the Council will also consider these factors:

- In the last five years, CASE has not only met its service goals but has served 130% more than its service targets.
- 52% of CASE clients from Hayward in the last three years have been Hispanic.
- Not one organization has been recommended for funding by the Community Services Commission in the Seniors/Disability category for children with disabilities – even though approximately 10% of students in Hayward Unified School District have a disability and are being served by special education services.
- In all the years that CASE has received funding from the City of Hayward, CASE audits have never found any serious issues with CASE accounting practices and the City of Hayward has never questioned our accounting practices or the expenditure of funds from the City of Hayward.

Based on the above, it is our hope that the Hayward City Council can support this proposed alternative method of accountability and fund CASE again for the 2012-2013 fiscal year. The audit requirement, while prudent, limits the Community Services Commission decision-making process to only one factor for small agencies and arbitrarily eliminates many small organizations providing services that are in great need by the community. Small organizations like CASE, which provide high quality, cost-

efficient services, should be able to compete for funding from the City of Hayward based on service need, agency competence and history of service to the community of Hayward.

Thank you for your service to the City of Hayward and for your consideration of our request for your help.

Sincerely,



Joseph J. Feldman, Executive Director, CASE

Cc: Mayor Michael Sweeney
Council Member Barbara Halliday
Council Member Bill Quirk
Council Member Francisco Zermeno
Council Member Marvin Peixoto
Council Member Mark Salinas
Lynette Linnen, Chair, Community Services Commission
Elizabeth Samayoa, Vice-Chair, CASE Liason ✓
Anne Culver, Social Services Planning Manager, City of Hayward
Lucia Kanter, President, CASE Board of Directors

Shauna Darwin

From: Mario Balcita [mbalcita@tvhc.org]
Sent: Wednesday, March 21, 2012 2:50 PM
To: Shauna Darwin
Cc: Maricela Gutierrez
Subject: Item for Public Comment for tonight's Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Q2:

Hello Shauna,

Please submit the following for public comment for tonight's Community Services Commission meeting:

On behalf of Tiburcio Vasquez Health Center, I would like to thank the members of the Community Services Commission for their long standing support of our work with the young people at Tennyson Health Center. Though funding has diminished over the years and you have had to make some difficult decisions, we are grateful for the commission's commitment to the health and well-being of students at Tennyson High School. Your support will allow our peer educators to provide health education to all freshman students while increasing student access to the health center. We look forward to providing a high quality youth serving program thanks to your support.

Sincerely,

**Mario Balcita
Youth Health Services Manager
Tennyson Health Center/Tiburcio Vásquez Health Center**



**MINUTES OF THE CITY COUNCIL MEETING OF
THE CITY OF HAYWARD
City Council Chambers
777 B Street, Hayward, CA 94541
Tuesday, March 20, 2012, 7:00 p.m.**

The City Council Meeting was called to order by Mayor Sweeney at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor Sweeney.

ROLL CALL

Present: COUNCIL MEMBERS Zermeño, Quirk, Halliday, Peixoto, Salinas, Henson
MAYOR Sweeney
Absent: None

CLOSED SESSION ANNOUNCEMENT

City Attorney Lawson reported that the Council met with Labor Negotiators regarding all bargaining units, and with Legal Counsel regarding Nanette Dillard v. Alameda County Associated Community Action Program Governing Board, Alameda County Superior Court No. RG11572661. He noted there were no reportable items. City Attorney Lawson also reported that Council met with Legal Counsel concerning Franklin Sunseri v. City of Hayward c/o JT2 Integrated Resources - Workers' Compensation Appeals Board Case No. ADJ3810992, and noted that Council unanimously approved settlement of the case.

PROCLAMATIONS

Mayor Sweeney proclaimed the month of March 2012 as American Red Cross Month in the City of Hayward and encouraged all residents to support the organization and its noble humanitarian mission. Mr. Mark Williams, on behalf of the American Red Cross, accepted the award and thanked the Council for such recognition.

Mayor Sweeney also proclaimed the month of March 2012 as Art IS Education Month in the City of Hayward and urged all Hayward art supporters and friends of the City to enjoy the Art IS Education event. It was mentioned that artists from Mt. Eden High School, Tennyson High School, Moreau Catholic High School, and Faith Ringgold School of the Arts and Science had their work on display at the Cinema Place Gallery exhibit. Ms. Gail Lundholm, representing the Art's Council, accepted the award and thanked the Council for such recognition.

PUBLIC COMMENTS

Mr. Mark Williams, AC Transit Board representative, announced that AC Transit entered into a contract with Gillig Corporation of Hayward for the purchase of 65 buses.

Ms. Wynn Grcich, Industrial Parkway SW resident, referred to the movie, "Gasland: Can you light your drinking water on fire?" and to an article entitled, "Fracking in California Prompts State Legislators to Introduce Regulation Bill" from the Huffingtonpost.com, and mentioned that Food & Water Watch is urging people to sign a petition to ban fracking in California.

Mr. Jim Drake, Franklin Avenue resident, reported that Alameda County Waste Management did not seem to be in compliance with the City's Noise Ordinance because trash bins were picked up during non-permitted hours. Mr. Drake urged Council to ensure that the Franchise Agreement with Alameda County Waste Management is not in conflict with the Noise Ordinance.

Mr. John Super, Myrtle Street resident, informed the Council that Conditional Use Permit PL2009-0100 for operation at the Libitzky warehouse was in violation of the Final Conditions of Approval because the company had not submitted a performance bond prior to the expiration of the Use Permit, August 20, 2010, for the estimated cost of the demolition of the building. He also noted the language dealt with Tract 7613 (Taylor Morrison) and the construction has open space that has been isolated. He was concerned that the condition of his neighborhood would deteriorate and asked that the item be referred to the Planning Commission or for enforcement of the agreement. Mayor Sweeney asked staff to look into this matter and report back to Council and Mr. Super.

Ms. Desiree Unsworth, Administrative Intern with the Kid's Breakfast Club, announced and invited the Council and staff to the Kid's Breakfast Club Saturday Academy on "Global Youth Service Day," April 21, 2012, at the Burbank Elementary School.

WORK SESSION (60-Minute Limit)

1. Proposed General Plan Update Process Overview

Development Services Director Rizk announced the report and introduced Senior Planner Pearson who provided a synopsis of the staff report.

Mayor Sweeney offered suggestions for the General Plan: the Plan needs to be accomplished in a more cost effectively approach and within a shorter timeframe; there needs to be further research regarding proposed fees in comparison with other cities in Alameda County; citizen outreach needs to reach populations without social media access in order to obtain at-large participation; there needs to be Conflict of Interest rules in place for participants.

Council Member Henson concurred with Mayor Sweeney's comments and added that a lengthy process in updating the General Plan could jeopardize potential funding through the Alameda County Transportation Commission's 2012 Transportation Expenditure Plan and One Bay Area grants. Mr. Henson mentioned that the Plan would need to determine if it is consistent with the Hayward Airport Land Use Compatibility Plan (ALUCP). He agreed that the Plan could address inconsistencies between Hayward's city limits and its Sphere of Influence (SOI) and mentioned the Pleasanton Ridge. He emphasized the importance of the General Plan being consistent with Council's priorities and mentioned he would like portals that allowed for public input and equity included in the next General Plan Mr. Henson felt a policy should be included in the General Plan for a friendlier permit process thereby encouraging businesses to come to Hayward.

Mayor Sweeney added he was amenable with staff that the General Plan address possible annexations along the boundary of Pleasanton Ridge, but wanted to continue the protections for



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lands in the area with assurances that could not be undone regarding development and to also protect the opportunity for future park expansion.

Council Member Zermeño was also concerned about the time frame being too long and the cost of \$2.8 million to update the General Plan. He appreciated that stakeholder groups were considered to participate in updating the General Plan. Mr. Zermeño liked that the Council Priorities were included in elements of the General Plan. He favored the inclusion of the Pedestrian Master Plan and an updated Bicycle Master Plan in the Circulation Element.

Council Member Halliday expressed concern that the proposed cost of \$2.8 million for a three-year time frame might be too long and too costly. Ms. Halliday noted the need to update the General Plan, but voiced concern that the 14% General Update surcharge fee on building permit fees could hinder new businesses and development in the City. Ms. Halliday concurred that there was a need for citizen input and updating neighborhood plans. She suggested the Neighborhood Partnership Program could facilitate community input. She suggested staff develop an efficient process to reduce costs and shorten the timeline and for the General Plan to be more accessible by utilizing technology tools.

Council Member Salinas concurred with previous comments and suggested a scoring metric to measure goal outcomes be included in the updated General Plan. Senior Planner Pearson noted that staff recommended that an implementation plan be added as a final chapter of the General Plan. Mr. Salinas suggested the inclusion of education and youth elements to engage all schools in Hayward and also create activities for youth. He appreciated the inclusion of a Health Element in the General Plan and commented that the current trend by agencies was to frame issues within the context of health.

Council Member Quirk agreed with prior comments about shortening the time frame and possibly reducing the cost of updating the General Plan and added it was an essential item. Mr. Quirk was concerned about introducing a surcharge permitting fee to pay for the General Plan update. In terms of public participation in updating the General Plan, Mr. Quirk concurred with Mayor Sweeney about the need for a Conflict of Interest element and the importance of including ordinary citizens. Mr. Quirk cautioned having too many people involved in the process and having sub-committees that do not interact during the development process. He also cautioned adding too many elements to the General Plan, but noted it was important to have elements that would change City policy. He liked that the General Plan itself be a web-product. He agreed that the General Plan needed to be based on elements of the Council Priorities such as housing, public safety, keeping Hayward clean and green, and also economic development.

Council Member Peixoto referred to a notification from the Governor's Office of Planning and Research, which noted that the General Plan had not been revised in the last eight years. Development Services Director Risk said the Housing Element was required to be updated more frequently for funding purposes. Mr. Peixoto voiced concern about a 14% fee increase for permits

and the estimated cash flow based on projected revenue, and staff responded that further research could be done to compare fees in other surrounding cities. Council Member Peixoto said in a post-redevelopment era, there needed to be a revaluation approach that was cost effective and able to be accomplished in a timely manner.

Mayor Sweeney reiterated that the General Plan needed to be updated but noted there were concerns about the lengthy time frame and the high cost and urged staff to come up with other options. He cautioned staff to not allow the Housing Element to drive the General Plan and noted the industrial areas must be protected. Mayor Sweeney noted that Council looked forward to seeing the next iteration.

CONSENT

Consent Items 3 and 4 were removed for further discussion.

2. Approval of Minutes of the City Council Meeting on February 28, 2012

It was moved by Council Member Zermeño, seconded by Council Member Quirk, and carried unanimously, to approve the minutes of the City Council Meeting of February 28, 2012.

3. Highland 250-Highland 500 16-inch Transmission Main Replacement and Highland 250 Pump Station Upgrade: Approval of Addendum No. 1 and Award of Contract

Staff report submitted by Associate Civil Engineer Lam, dated March 20, 2012, was filed.

In response to Council Member Halliday's inquiry about Addendum No. 1, Director of Public Works - Utilities and Environmental Services Ameri explained that the addendum made minor technical changes and did not affect the cost or scope of the project and noted the addendum was issued prior to the bidding process.

It was moved by Council Member Halliday, seconded by Council Member Henson, and carried unanimously, to adopt the following:

Resolution 12-031, "Resolution Approving Addendum No. 1 Modifying the Plans and Specifications for the Highland 250 - Highland 500 16-inch Transmission Main Replacement and Highland 250 Pump Station Upgrade Project, Project Nos. 7045 and 7052, and Awarding the Contract to Platinum Pipeline, Inc."

4. Request for Assignment of the Purchase and Sales Agreement between the City of Hayward and Urban Dynamic, LLC to KB Home South Bay, Inc. for the Construction and Sale of Fifty-Seven Detached Single-Family Homes on Property Located at 353 B Street

Staff report submitted by Project Manager Ortega, dated March 20, 2012, was filed.



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Mayor Sweeney noted that this item was removed from the consent calendar at the request of Ms. Blair, and opened the public comments section at 8:23 p.m.

Ms. Sherry Blair, Alice Street resident, said her neighbors had not been notified of a prior meeting and were not in support of the proposed project because the site was blighted, had toxic soil, had transferred from development to development, had traffic issues, and the new Burbank School was filled to capacity.

Mr. Jim Drake, Franklin Avenue resident, spoke about the importance of having two parking spaces designated for each proposed home. Mr. Drake noted current parking lots were overcrowded and future development needed to provide sufficient parking space to meet the needs.

Mayor Sweeney closed the public comments section at 8:29 p.m.

Assistant City Manager Morariu said the entitlements for the project were approved in June 2011, and an environmental review, parking and traffic impact analyses were conducted as part of that planning review. Ms. Morariu noted the item had been reviewed by Planning Commission and the City Council. Ms. Morariu said as a condition to sell the site to Urban Dynamic, the City had taken responsibility for the remediation of toxic contaminations and to obtain clearance from the Department of Toxic Substance Control prior to transfer and construction of the homes. Ms. Morariu understood that KB Home South Bay would proceed with construction of the project.

Council Member Quirk made a motion per staff recommendation and Council Member Henson seconded the item.

It was moved by Council Member Quirk, seconded by Council Member Henson, and carried unanimously, to adopt the following:

Resolution 12-032, "Resolution Approving the Assignment and Assumption of the Purchase and Sale Agreement for the Residual Burbank Property from Urban Dynamic, LLC to KB Home South Bay, Inc."

5. Council Priorities for FY 2013

Staff report submitted by City Manager David, dated March 20, 2012, was filed.

It was moved by Council Member Zermeño, seconded by Council Member Quirk, and carried unanimously, to adopt the following:

Resolution 12-030, "Resolution Adopting the City Council Priorities for Fiscal Year 2013 and Directing the City Manager to Prepare a Recommended Budget for Fiscal Year 2013 in Support of the Adopted Priorities"

LEGISLATIVE BUSINESS

6. New Cogeneration Power System at the Water Pollution Control Facility: Authorization for the City Manager to Negotiate and Execute a Contract for Design, Construction, and Maintenance

Staff report submitted by Senior Utilities Engineer Clark, dated March 20, 2012, was filed.

Director of Public Works - Utilities and Environmental Services Ameri provided a synopsis of the staff report. At the request of Mayor Sweeney, Mr. Ameri expanded on the cost benefit analysis.

Council Member Henson thanked Director of Public Works Ameri for his aggressiveness in addressing energy efficiency and asked if staff had explored other sources of funding. Director of Public Works Ameri responded that the City qualified for the Self-Generation Incentive Program (SGIP) grant in the maximum amount of \$5 million through the California Public Utilities Commission (CPUC). Mr. Sarwan Wason of Carollo Engineers spoke about the efforts to secure additional funding. City Manager David added that Townsend Public Affairs Inc., was aggressively looking for additional funding.

In response to Council Member Peixoto's inquiries, Director of Public Works Ameri noted it was more cost effective for the City to export excess solar energy produced by the Water Pollution Control Facility (WPCF) to Pacific Gas and Electric (PG&E) during certain hours in the day and it was less expensive for the City to purchase it back at night. Mr. Ameri spoke to the efficiency and cost effectiveness of the fuel cell system in comparison to the Internal Combustion Engine (ICE) system. Mr. Ameri explained that the WPCF has a process that accepts brown grease and 10,000 gallons of brown grease could increase bio-gas production by 20%. He added the fuel cell system could take advantage of the increase of bio-gas and produce more energy.

Council Member Halliday expressed concern about protections for the City contained in both the installation and maintenance agreements and asked about the life-span of the fuel cell system. Director of Public Works Ameri noted there would be two surety bonds attached to the installation and maintenance for the agreement with WM Lyles Group, and added that the contract would have the option to renew after the first ten years. City Manager David mentioned that through the negotiation process with the contractor, any concerns would be worked out to provide reasonable protections, and if any issues were to arise, staff would return to Council. Regarding the life-span of the fuel cell technology, Mr. Ameri said with proper maintenance the system should last beyond ten years.

Council Member Zermeño foresaw the fuel cell system lasting thirty years just as the existing system had and said the City was leading the way in solar energy and the proposed project was clean, green and economically logical. Mr. Zermeño supported the item.



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Tuesday, March 20, 2012, 7:00 p.m.**

Mayor Sweeney opened the public hearing at 8:56 p.m.

Mr. Jim Drake, Franklin Avenue resident, asked about the design, construction, and maintenance bids and about the cost of replacing the stacks. Mr. Drake expressed concern about the cost of the project based on the City's current financial status. He added a ten-year contract was too long.

Mr. John Super, Myrtle Street resident, asked if there was sufficient bio-energy produced from the current mechanical system to be able to run for a while and then bring the fuel cell system on line. Mr. Super asked if the City could be an energy producer rather than energy user.

Mayor Sweeney closed the public hearing at 9:01 p.m.

Director of Public Works Ameri addressed the comments by indicating that the design-build contract was the result of the complexity of the system. Mr. Ameri indicated that the cost to replace the stacks alone was \$2.5 million, but through the contract the replacement was already included in the \$700,000 yearly maintenance costs. Mr. Ameri noted that the current cogeneration power system produces 3.3 million kilowatt hours of energy and the new cogeneration power system could generate approximately 9 million kilowatt hours. He added that, currently, the City sells 700,000 kilowatt hours from the solar plant to PG&E and with the new system all of the solar energy produced, in excess \$2 million kilowatt hours a year, would be exported.

Council Member Quirk pointed out that the nitrogen oxides would be reduced with the new cogeneration system as there was a pollution problem under the existing system. Mr. Quirk pointed out that the ten-year contract was insurance that the system would work and the City will have the option to renew the contract for another ten years. Mr. Quirk offered a motion per staff recommendation.

Council Member Henson seconded the motion and remarked the proposed technology was superb and that it could only be enhanced in the coming years. Mr. Henson thanked Director of Public Works Ameri for all his hard work.

It was moved by Council Member Quirk, seconded by Council Member Henson, and carried unanimously, to adopt the following:

Resolution 12-033, "Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with WM Lyles Group to Design and Build a New Cogeneration System at the Water Pollution Control Facility, Project No. 7508"

Resolution 12-034, "Resolution Amending Resolution 11-094, Budget Resolution for Capital Improvement Projects for Fiscal Year 2012 to

Transfer \$2,000,000 from the Wastewater Operating Fund to the Sewer Capital Improvement Fund; Increase to \$3,750,000 the Transfer from the Water Pollution Control Facility Replacement Fund to the Sewer Improvement Fund; and Appropriate Additional Funding of \$2,000,000 from the Sewer Capital Improvement Fund to the New Cogeneration System at the Water Pollution Control Facility, Project 7508”

COUNCIL REPORTS, REFERRALS, AND FUTURE AGENDA ITEMS

Council Member Zermeño invited all to the Keep Hayward Clean and Green Task Force Clean-Up and Graffiti Removal event on March 24, 2012, at the Eldridge School. Mr. Zermeño mentioned that Hayward joined the ranks of strong cities in California for its Neighborhood Partnership, Mural Art, and SMASH programs.

Council Member Salinas reported favorably of the Keep Hayward Clean and Green Glassbrook Elementary clean up on March 17, 2012. Mr. Salinas also reported the success of the Hayward Honors Women event on March 8, 2012. Mr. Salinas invited all to attend the Cesar Chavez Teach-in event on March 29, 2012, at City Hall. He announced he will be attending the California Association for Local Economic Development Awards of Excellence on March 21, 2012, at which Hayward will be awarded for its promotional activities during spring and summer. He requested that Council schedule a work session related to economic development. The Council concurred and asked staff to schedule a joint Council Economic Development Committee and City Council work session after the City’s budget is adopted.

Council Member Halliday spoke favorably of the Hayward Honors Women event. Ms. Halliday also noted that on behalf of Mayor Sweeney, she declared the week of March 11-17, 2012, Girl Scout Week in Hayward. She also noted that on March 17, 2012, Council Member Zermeño and she represented the Council at the Foothill Arts of the Bay Gallery Grand Opening, and spoke favorably of the exhibit.

Council Member Henson reported meeting with downtown business owners and relayed to staff that Vizion Beauty Salon, Wakamatsu, and the St. Regis Retirement Center had expressed concern about the Route 238 Corridor Improvement Project and issues relating to the loss of parking, access to businesses, communication about the project, and allowance of proper signage.

ADJOURNMENT

Mayor Sweeney adjourned the meeting at 9:18 p.m.

APPROVED:

Michael Sweeney, Mayor, City of Hayward

ATTEST:

Miriam Lens, City Clerk, City of Hayward

DATE: April 3, 2012

TO: Mayor and City Council

FROM: Director of Public Works –Utilities & Environmental Services

SUBJECT: Mission Aqueduct Seismic Improvements Project: Authorization for the City Manager to Execute a Professional Services Agreement with InfraTerra, Inc., for Design and Engineering Services during Construction

RECOMMENDATION

That Council adopts the attached resolution authorizing the City Manager to execute a Professional Services Agreement with InfraTerra, Inc., for the Mission Aqueduct Seismic Improvements Project in an amount not to exceed \$195,000.

BACKGROUND

The City constructed the 24-inch Mission Aqueduct with Bar-Wrapped Steel Cylinder Pipe (BWCP), and mortar lining and coating in 1948. The aqueduct, which is the smaller of two aqueducts serving the City, extends from the SFPUC Hetch-Hetchy Fremont Turnout on Mission Boulevard near Callery Court to the Walpert Reservoir in Hayward. The pipeline crosses the Hayward Fault in the area of Mission Boulevard and Nursery Avenue in the City of Fremont. Due to movement along the Fault, in the past, the aqueduct joint welds have failed and separated five times in the area where the pipeline crosses the Fault. The most recent event occurred in early January this year and resulted in disruption of water service to the City through this smaller aqueduct for over two weeks.

DISCUSSION

The project will involve the replacement of approximately 1,400 feet of 24-inch pipeline with seismic resistant pipe material and joints where it crosses the Hayward Fault at an oblique angle, and installation of isolation valves and connection points outside of the fault zone. The valves and connection points will facilitate temporary surface piping in case of failure after a major seismic event. This project will significantly improve the reliability of the 24-inch aqueduct and provide the ability to quickly restore water service after a major earthquake.

Consultant Selection - Upon review of the qualifications of ten consultants, staff asked four firms to submit proposals for the required design services. Three of the four consultants submitted proposals for the City's consideration. Staff selected InfraTerra, Inc., as the firm with the best combination of qualifications and responsiveness to the City's requirements. The selection was based on a review of: 1) the relevant experience of each firm and its sub-consultants; 2) the experience and qualifications of the project manager and design team of each firm; 3) the method of work proposed by each firm; and 4) the resources, project controls, and quality assurance of each firm.

InfraTerra, Inc., submitted the lowest cost proposal. Based on an analysis of the number of hours and scope of services proposed by other consultants, staff has concluded that the final negotiated not-to-exceed cost of \$195,000 is reasonable for the scope of services required.

FISCAL AND ECONOMIC IMPACT

The estimated project costs are as follows:

Design and Engineering Services During Construction – Consultant	\$ 195,000
Project Administration – City Staff	30,000
Preliminary Estimated Construction Cost	350,000
Inspection and Testing	50,000
Total:	<u>\$ 625,000</u>

The FY 2012 Capital Improvement Program (CIP) includes \$300,000 for the Mission Aqueduct Seismic Improvements Project in the Water System Capital Improvement Fund. An additional \$325,000 will be requested in the FY2013 CIP to cover the estimated construction cost. Adequate fund balance is available in Water System Capital Improvement Fund.

Staff will be applying to the Federal Emergency Management Agency (FEMA) Post-Disaster Mitigation-Competitive (PDM-C) and Hazard Mitigation Grant Programs (HMGP) in October 2012 for co-funding of the project. If successful, the grant would pay for and offset up to 75% of the design and construction expenses.

SCHEDULE

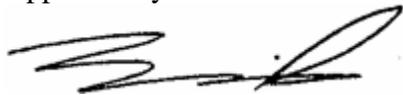
The estimated schedule for this project is summarized as follows:

Execute Profession Service Agreement	April 2012
Design Completion and Call for Bids	November 2012
Award Construction Contract	January 2013
Begin Construction	March 2013
Construction Completion	September 2013

Prepared by: Henry Louie, Senior Utilities Engineer

Recommended by: Alex Ameri, Director of Public Works – Utilities & Environmental Services

Approved by:



Fran David, City Manager

Attachment: Attachment I - Resolution

HAYWARD CITY COUNCIL

RESOLUTION NO.12-_____

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR THE MISSION AQUEDUCT SEISMIC IMPROVEMENTS PROJECT, PROJECT NO. 7122

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to negotiate and execute a Professional Services Agreement with InfraTerra, Inc., for the Mission Aqueduct Seismic Improvements Project, Project No. 7122 in an amount not to exceed \$195,000 in a form to be approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2012

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward