

SHYFC GOVERNANCE GROUP
MEETING ACTION NOTES
 10/2/17

PRESENT: Mayor Halliday, Supervisor Valle, H.A.R.D. Director Hodges

ALSO IN ATTENDANCE: Maria Hurtado, Ginny DeMartini, Sean Reinhart, Paul McCreary, Aaron Ortiz, Gail Steele, Karen Halfon, Cynthia Burnett, Dana Bailey, Kenny Altenburg, Earl Crawford Jr., Morad Fakhrai

CALL TO ORDER

H.A.R.D. Director Hodges served as chair and called the meeting to order.

PUBLIC COMMENTS

None.

REVIEW NOTES FROM 9/18/17 MEETING

Supervisor Valle moved approval of the 9/18/17 meeting notes as presented. H.A.R.D. Director Hodges seconded. Motion approved unanimously.

UPDATE: DRAFT OPERATOR AGREEMENT

Mr. Sean Reinhart of City of Hayward reported that City and County staff were working with La Familia and EYFC to develop the agreement terms, with the goal of bringing back a draft agreement for Governance Group review at the November 6 meeting.

UPDATE: TENNYSON PARK IMPROVEMENTS

Mr. Paul McCreary of H.A.R.D. provided an overview of the planned improvements at Tennyson Park. He noted that the project is primarily funded through Measure F1 funds, and added that H.A.R.D. Foundation is actively seeking additional grants and donations to augment the project. He further noted that H.A.R.D.'s intent is to align the Tennyson Park project timeline with the SHYFC timeline to achieve the best coordination between the two projects.

UPDATE: LAND EXCHANGE

Mr. McCreary noted that the H.A.R.D. Board of Directors and the City Council will hold a joint work session on October 30 to discuss several items of shared interest including the proposed land exchange at Tennyson Park.

UPDATE: CAPITAL FUNDING DEVELOPMENT

Ms. Cindy Burnett of County of Alameda provided a brief update on the status of the foundation funding requests she is working on, including Thomas J. Long Foundation, Wayne & Gladys Valley Foundation, and San Francisco Foundation. The largest of these asks, she noted, is to the Valley Foundation in the amount of \$7.83 million.

DISCUSSION: GOVERNANCE IN PHASE II

Supervisor Valle reported that he met with key executives from the County of Alameda and the City of Hayward to discuss a potential transfer of \$14.2 million in SHYFC project capital funding from the County to the City. He added that such transfer would require approval by the Board of Supervisors and City Council. City Manager Kelly McAdoo added that if/when the transfer occurs, that \$1 million of the total should be set aside to engage architectural services to initiate the conceptual design process and assess cost/design options for the project. Discussion ensued. Mayor Halliday noted that it would be prudent to assess various value engineering options for the project, should capital funding ultimately fall short of the current estimated project cost. H.A.R.D. Director Hodges noted that the Tennyson/Ruus corner parcel could provide significant redevelopment, and thus capital revenue, opportunity. Mayor Halliday noted that the project must have a solid financial plan that includes sufficiently robust rents and other ongoing revenue to fully offset the new

facility's operating and maintenance costs. Supervisor Valle noted that once the transfer of capital funds on hand to the City is completed, that the City would lead the architectural procurement and design process in coordination with the Governance partnership and all relevant community stakeholders.

AGENDA BUILDING

The group confirmed that the next meeting shall be held at the future SHYFC site and will include a site tour. The group agreed that the next agenda should include: presentation of the MJCC programs and services; review of the draft operator agreement; and update on the Tennyson Park land exchange.

ADJOURNMENT

H.A.R.D. Director Hodges adjourned the meeting.

NEXT MEETING: Monday, November 6, 2017, 9:30 a.m., Hayward City Hall

SHYFC GOVERNANCE GROUP
MEETING ACTION NOTES
9/18/17

PRESENT: Mayor Pro Tem Elisa Márquez, Supervisor Valle, H.A.R.D. Director Hodges

ALSO IN ATTENDANCE: Maria Hurtado, Ginny DeMartini, Sean Reinhart, Paul McCreary, Aaron Ortiz, Gail Steele, Kerrilyn Ely, Karen Halfon, Cynthia Burnett, Lindsey Vien, Dana Bailey, David Vliet, Dan Bellino, Kenny Altenburg, Earl Crawford Jr.

CALL TO ORDER

Supervisor Richard Valle served as chair and called the meeting to order

PUBLIC COMMENTS

Mr. Aaron Ortiz of La Familia offered thanks and acknowledgements to City and County staff for their work coordinating details of the draft operator agreement.

PRESENTATION AND DISCUSSION: DRAFT OPERATOR AGREEMENT ELEMENTS

Mr. Sean Reinhart of City of Hayward presented the conceptual elements of a proposed draft operator agreement. Key elements include: La Familia (Operator) shall pay rent to the City and/or County (Owner) for use of the facility; The rental income that Operator pays to Owner shall be set aside in a dedicated Long-Term Capital Improvement Fund controlled by Owner, to be used only for major capital improvements and building system replacements that will become necessary over time; Operator shall bear responsibility for daily maintenance of the facility, including upkeep of building systems, landscaping, utilities, etc.; Operator shall be empowered to sublet spaces within the facility to appropriate service providers, and collect and retain market rate rents from those sublessees to help offset Operator's operating costs; Initial agreement term shall be three years or until the new center is completed, whichever comes first, at which time a new agreement will be developed. Discussion ensued, with the Governance Group generally finding these elemental terms agreeable. Mayor Pro Tem Márquez made a motion to direct staff and the operator to develop a draft agreement that includes the above noted elements. H.A.R.D. Director Hodges seconded. Motion approved unanimously.

DISCUSS/ CLARIFY NAME OF NEW CENTER

Discussion ensued to clarify the correct name for the new Center, there being two or three iterations of the name currently in use. All agreed that the words, "South Hayward," "Youth" and "Family" are essential parts of the name. The group reached a consensus that the project's correct working name is "South Hayward Youth and Family Center."

STATUS UPDATES

Ms. Cindy Burnett of County of Alameda provided an update on the foundation gift requests. Supervisor Valle provided a brief update on the status of prospective operational funding from the County.

AGENDA BUILDING

The group confirmed that agenda items for the next meeting will be review of a preliminary draft operator agreement; Governance structure in Phase II; and the City/ H.A.R.D. land exchange.

ADJOURNMENT

Supervisor Valle adjourned the meeting.

NEXT MEETING: Monday, October 2, 2017, 9:30 a.m., Hayward City Hall

SHFC GOVERNANCE GROUP
MEETING NOTES
8/7/2017

PRESENT: Mayor Halliday, Supervisor Valle, H.A.R.D. Director Hodges

ALSO IN ATTENDANCE: Maria Hurtado, Ginny DeMartini, Sean Reinhart, Paul McCreary, Aaron Ortiz, Gail Steele, Kelly O’Lague Dulka, Karen Halfon, Cynthia Burnett, Lindsey Vien, Dana Bailey, David Vliet, Dan Bellino, Kenny Altenburg, Morad Fakhray, Tim Tabernik, Jennifer Ellis, Earl Crawford Jr., Annette Sanders.

CALL TO ORDER

Mayor Barbara Halliday served as chair and called the meeting to order

REVIEW NOTES FROM 5/1/17 AND 6/5/17 MEETINGS

Mayor Halliday asked for clarification about what Council action would potentially be required in order for the City to participate in a design-build procurement, then requested that the 5/1/17 meeting notes be revised to change the term “charter amendment” to “resolution”. The notes from the 5/1/17 and 6/5/17 meetings were accepted as revised.

PUBLIC COMMENTS

None

PRESENTATION AND DISCUSSION: RESPONSES TO FACILITY OPERATOR RFQ CLARIFYING QUESTIONS

Mr. Aaron Ortiz and Ms. Jennifer Ellis of La Familia Counseling Services, Karen Halfon of Eden Youth and Family Center (EYFC), and Mr. Tim Tabernik of Hatchuel Tabernik and Associates (HTA) presented their response to the Operator RFQ Clarifying Questions. The questions and response packet are provided as Attachments I and II, respectively. After the presentation, Mayor Halliday asked Alameda County Office of Education (ACOE) to clarify if it intends to locate its Community School on the project site. Mr. Dan Bellino of ACOE replied that of the three options ACOE presented to the Governance Group at its regular meeting some months ago, that ACOE is leaning toward the third option of potentially housing an extension program at the site. Mayor Halliday noted that Tiburcio Vasquez Health Clinic (TVHC) is a confirmed “anchor tenant” in the new Center, and asked Mr. Ortiz if La Familia is planning to execute service agreements with TVHC. Mr. Ortiz replied affirmatively that a service agreement has been discussed with TVHC and is planned, and noted that La Familia and TVHC have signed a “conceptual MOU” to this effect and included it in the response packet. Mayor Halliday asked for a report about YMCA of the East Bay’s decision to voluntarily withdraw from the RFQ process. Mr. Kenny Altenburg of YMCA noted that YMCA of the East Bay is in the middle of a substantive reorganization, and that their research in preparation for the SHFC project, including the recent market feasibility study, did not yield a clearly identified sustainable operational model for the new center that fits with YMCA’s operational model. He expressed that YMCA remains interested in partnering with the project in the future, and will continue to evaluate opportunities as they arise. H.A.R.D. Director Paul Hodges asked how much outdoor space is planned for use by Kidango, one of the operational partners identified in La Familia’s response packet. Mr. Paul McCreary of H.A.R.D. added that the common standard is 75 square feet per child of outdoor space adjacent to the location of indoor services. Supervisor Richard Valle noted that it is important not to overlook parking needs, and to maintain landscape areas in good condition over time. Discussion ensued. Mayor Halliday noted that the Governance Group appeared to have reached a general consent. Mayor Halliday, Supervisor Valle and Director Hodges unanimously voted in favor of supporting La Familia and its partners’ proposal to serve as the SHFC facility operator.

UPDATE: CAPITAL FUNDING DEVELOPMENT / VALLEY FOUNDATION

Ms. Cindy Burnett of Country of Alameda announced that the Wayne and Gladys Valley Foundation would be sending a representative to the EYFC for a site visit at 10:30am on 8/8/17. She noted that the County is requesting a gift of \$6.2 million from the Valley Foundation. She reported that the Valley Foundation representative wants to keep the site visit discreet and limit the number of participants. She noted that participants would be limited to herself, Supervisor Valle, and Mr. Ortiz. She added that the Valley Foundation has made it known that their preference is not to provide gifts to government agencies, but rather to nonprofit organizations. Mayor Halliday asked why is there no representative from the City included in the site visit? Supervisor Valle replied that the County has been the lead on capital fund development, and that Valle has specifically requested that the site visit only have three attendees, and that the Governance Group is based on trust. Mr. Sean Reinhart of City of Hayward asked if the Valley Foundation doesn't wish to make a gift to a government agency, then who would be the recipient if a gift is given. Ms. Burnett replied that La Familia is being positioned as the potential recipient. Mayor Halliday noted that positioning La Familia to receive a major gift for the SHFC project might be getting ahead of the process. She added that there will always be significant government involvement in the new Center, and that the City's intention is to retain ownership of the land on which the new Center is to be built. Director Hodges asked about the status of the H.A.R.D. Foundation's request to the Valley Foundation for the Mia's Dream playground project, which is being pursued separately. Mr. McCreary replied that the proposal is still in draft form, and the request is currently \$1.5 million, which is in addition to the separate \$6.2 million request being led by the County and La Familia.

DISCUSSION: ARCHITECTURAL DESIGN SELECTION AND PROCUREMENT (RFP)

Mr. McCreary reiterated that H.A.R.D. wishes to remain active and involved in the overall project, however not in the construction of the new Center. Supervisor Valle noted that the Governance Group's focus is currently on developing the operator agreement and the Phase II Governance MOU, and that a discussion of architectural design selection may be premature at this time. Mayor Halliday agreed that discussion of this topic should be deferred to a future meeting, and suggested that a visit to the EYFC/MJCC/Tennyson Park site should be arranged in the near future. Director Hodges suggested painting or otherwise marking the proposed new land boundaries in the park for that visit.

AGENDA BUILDING

The group confirmed that the main agenda item for the next meeting will be review of a preliminary draft operator agreement. Other future agenda items discussed include: Governance structure in Phase II; and the City/ H.A.R.D. land exchange.

ADJOURNMENT

Mayor Halliday adjourned the meeting.

NEXT MEETING: Monday, September 18, 2017, 9:30 a.m., Hayward City Hall

SHFC GOVERNANCE GROUP
MEETING NOTES
6/5/2017

PRESENT: Supervisor Valle, H.A.R.D. Director Hodges, Mayor Pro Tem Lamnin.
(Mayor Halliday was absent)

ALSO IN ATTENDANCE: Kelly McAdoo, Ginny DeMartini, Sean Reinhart, Aaron Ortiz, Gail Steele, Kelly O’Lague Dulka, Karen Halfon, Cynthia Burnett, Dana Bailey, Dan Bellino, Kenny Altenburg, David Korth.

CALL TO ORDER

Supervisor Valle served as chair and called the meeting to order

PUBLIC COMMENTS

None

REVIEW: CLARIFYING QUESTIONS FOR OPERATER RFQ RESPONDENTS

Mr. Reinhart of City of Hayward presented the revised clarifying questions with changes that were discussed at the 5/1/2017 Governance Group meeting. The RFQ respondents were asked if they had any questions before finalization. Discussion ensued. The Governance Group agreed through mutual consent to finalize the Clarifying Questions and ask the RFQ respondents to provide their written responses one week before the next Governance Group meeting.

UPDATE: HAYWARD CITY COUNCIL STRATEGIC INITIATIVE – TENNYSON CORRIDOR

Ms. McAdoo of City of Hayward advised the group of the City Council work session on June 13, 2017 to review and discuss a new strategic initiative focused on the Tennyson Corridor. The SHFC project is identified as a key catalyst opportunity in the new initiative. The initiative will include an updated vision for a vibrant Tennyson Corridor, a multifaceted implementation plan, identified catalyst sites, and a process for engaging the community and stakeholders in “empathy work” to identify needs and opportunities in the area. Supervisor Valle requested that Glad Tidings and Bishop Macklin be included in the plan and stakeholder work. Mayor Pro Tem Lamnin requested that the South Hayward Neighborhood Collaborative be similarly included.

DISCUSS: NEGOTIATION OF PHASE II GOVERNANCE STRUCTURE

Mr. Reinhart suggested that City and County staff use the agreement recently executed between H.A.R.D. and the County for the Cherryland community center operations as a template for the SHFC Phase II agreement. The suggestion was met with general agreement.

AGENDA BUILDING

The group confirmed that the main agenda item for the next meeting will be review of the RFQ respondents’ answers to the Clarifying Questions. Other future agenda items discussed include: Governance structure in Phase II; City/ H.A.R.D. land exchange; development of an architectural services RFP; and progress report of the Valley Foundation funding proposal.

ADJOURNMENT

Supervisor Valle adjourned the meeting.

NEXT MEETING: Monday, August 7, 2017, 9:30 a.m., Hayward City Hall

SHFC GOVERNANCE GROUP
MEETING NOTES
5/1/2017

PRESENT: Mayor Halliday, Supervisor Valle, H.A.R.D. Director Hodges

ALSO IN ATTENDANCE: Kelly McAdoo, Ginny DeMartini, Sean Reinhart, Paul McCreary, Maria Hurtado, Aaron Ortiz, Gail Steele, Kelly O’Lague Dulka, Karen Halfon, Cynthia Burnett, Lindsey Vien, Dana Bailey, David Vliet, Dan Bellino, Kenny Altenburg, Morad Fakhrai.

CALL TO ORDER

H.A.R.D. Director Hodges served as chair and called the meeting to order

REVIEW NOTES FROM 4/3/17 MEETING

The notes from the 4/3/17 meeting were reviewed and accepted as presented.

PUBLIC COMMENTS

None

REVIEW: CLARIFYING QUESTIONS FOR OPERATER RFQ RESPONDENTS

Mr. Reinhart of City of Hayward presented the Clarifying Questions that were developed by the SHFC staff team at the direction of the Governance Group. Mayor Halliday suggested adding an inquiry about how the respondents would make use of shared spaces like offices and kitchen, and how they anticipate adapting to eventual changes to how the facility is used over time. Supervisor Valle suggested adding an inquiry about the exact number of square feet each respondent would need for their operations. He also suggested adding an inquiry about how the executive structure of the operator would function under a partnership, i.e. with whom would rest the executive authority over operations, and to whom would they report? Ms. McAdoo of City of Hayward suggested adding an inquiry about the decision-making process the partners would use, how long would be the term of their partnership, and how would the partnership handle a situation where one or more partners withdraws down the line? Mayor Halliday emphasized the importance of the respondents providing a complete business plan and capital investment plan.

Discussion ensued about how a capital improvement and maintenance fund might be structured. Mayor Halliday emphasized the importance of creating a sustainable funding source for maintaining and improving the facility over time. Discussion ensued about cost factors. Mr. Fakhrai of City of Hayward noted that the new facility would be subject to the City’s Net Zero Energy ordinance which requires all new public buildings to be 100% net powered by renewable energy sources produced onsite, typically solar. He added that this will increase the construction cost but will reduce energy costs over a period of years. Mr. McCreary of H.A.R.D. suggested that any estimates of the new facility construction cost should be projected on the higher end of the range to account for the rapidly increasing cost of construction and materials as well as new requirements like the Net Zero Energy ordinance.

UPDATE: CITY’S PARTICIPATION IN “DESIGN-BUILD” PROCUREMENT

Mr. Fakhrai advised the group that SB 785 requires charter cities like Hayward to have language in their charter that specifically allows the city to engage in a design-build procurement and specifies the conditions for such procurement. The City of Hayward’s charter currently is silent about design-build, which means that under the current charter the City cannot participate in this form of procurement. Supervisor Valle asked how long it would take to complete a charter amendment. Mr. Fakhrai replied that it would take several months at minimum. He added that before such a lengthy process is undertaken, it would be advisable to first determine whether a design-build procurement is needed or desirable for this project.

DISCUSS: NEGOTIATION OF PHASE II GOVERNANCE STRUCTURE

Director Hodges advised the group that since the passage of Measure F1, H.A.R.D.'s focus and attention must be on developing its those projects, and the H.A.R.D. board's position is that it would be faster for the SHFC project if the City and County took the lead on it without H.A.R.D.'s direct involvement. He added that H.A.R.D. and the City should complete the land exchange discussed previously. Mr. McCreary advised the group that H.A.R.D.'s role as stewards of Tennyson Park and developers of the Mia's Dream accessible playground will not change, and reaffirmed H.A.R.D.'s interest in being involved in the SHFC project in that role as well as being directly involved in the operator selection process. He added that H.A.R.D. is preparing to make a \$3M-\$4M investment in Tennyson Park. Ms. McAdoo recommended that the Phase II negotiation should be handled by the SHFC staff group and attorneys who will then bring back a new agreement for Governance Group review and then City Council and County BoS approval, as was done for the Phase I agreement. She asked who from County staff should be involved in that staff group? Supervisor Valle responded that County Public Works, specifically Mr. Willie Hopkins should be involved, as well as County Counsel (attorney). Mr. Reinhart noted that the current MOU outlines three phases and that the group is currently operating under Phase I, and added that the phasing outlined therein could be used as a reference point for the Phase II agreement.

DISCUSS: ADVISORY TASK FORCE ROLE AND OUTLOOK

Supervisor Valle expressed gratitude for the participation of the Advisory Task Force members during the critical formative period of the project. He noted that the Task Force was created with the intent of being dissolved when its work was complete, and added that it appeared that the Task Force has completed its task and can be dissolved. He noted that the Governance Group meetings are open to all interested parties, and all Advisory Task Force members receive notice of the Governance meetings. The group agreed through mutual assent that the Task Force had fulfilled its mission and can be dissolved. Supervisor Valle offered for his office to mail notes to the Task Force members thanking them for the service.

AGENDA BUILDING

The group confirmed that the main agenda item for the next meeting will be finalization of the Clarifying Questions. Other future agenda items discussed include: Governance structure in Phase II; and the City/H.A.R.D. land exchange.

ADJOURNMENT

Director Hodges adjourned the meeting.

NEXT MEETING: Monday, June 5, 2017, 9:30 a.m., Hayward City Hall

SHFC GOVERNANCE GROUP
MEETING NOTES
4/3/2017

PRESENT: Mayor Halliday, Supervisor Valle, H.A.R.D. Director Hodges

ALSO IN ATTENDANCE: Kelly McAdoo, Ginny DeMartini, Sean Reinhart, Kerrilyn Ely, Maria Hurtado, Aaron Ortiz, Gail Steele, Kelly O’Lague Dulka, Karen Halfon, Cynthia Burnett, Lindsey Vien, Dana Bailey, Earl Crawford Jr., Caleb Sandford, Kenny Altenburg, Morad Fakhrai.

CALL TO ORDER

Supervisor Valle served as chair and called the meeting to order

REVIEW NOTES FROM 3/20/17 MEETING

The notes from the 3/20/17 meeting were reviewed and accepted as presented.

PUBLIC COMMENTS

None

REVIEW: MARKET FEASIBILITY STUDY RESULTS

Mr. Reinhart of City of Hayward presented the results of the joint Market Feasibility Study jointly commissioned by the three RFQ respondent agencies—EYFC, La Familia, and YMCA. Mr. Reinhart noted that those three agencies independently commissioned the study with the support and encouragement of the Governance Group. He noted that the study is not a community needs analysis, but rather an examination of the market feasibility and likely demand for various services and programs proposed to be offered in the new facility. He added that a primary purpose of the study was for the three RFQ respondent agencies to assess what forms of operating revenue they might be able to generate to help sustain the center’s operations. Mr. Reinhart observed that the study is not intended to be a final word on what services would be offered in the new facility, but provides an additional valuable piece of information to add to the big picture and help inform the Governance Group’s deliberations as the project develops and moves forward.

REVIEW AND DISCUSS: OPERATOR SELECTION NEXT STEPS

Mr. Reinhart advised the group of the City Attorney’s review of available options for proceeding with operator selection. He noted that because the previous RFQ was open and competitive, the group could select an operator from among the RFQ responses with no need to go forward with an RFP if desired; however if the group wished to issue an RFP it would have to be open and competitive to all respondents and could not be limited to just the three RFQ respondent agencies. He added that the timeframe needed to issue an RFP and go through all the requisite steps to selection and award would be a minimum three months from issuance to selection and award.

Supervisor Valle observed that the three respondent agencies (EYFC, La Familia, and YMCA) appeared to be working closely in partnership, and asked if the agencies would be willing to jointly serve as operator of the new facility, if such an offer was extended. Mr. Aaron Ortiz of La Familia answered affirmatively, as did Ms. Karen Halfon of EYFC and Mr. Kenny Altenburg of YMCA.

Mayor Halliday expressed her general approval of the concept of a three-agency partnership. She noted that more detailed information would be needed from the respondent agencies before any offer could be made, for example a financial plan for sustaining facility operations and maintenance, and a more detailed proposal of capital investment in the project construction.

Supervisor Valle expressed his general approval for the concept of a three-agency partnership, and asked if the respective boards of the three agencies are aware of and amenable to the prospect of such a partnership. Mr. Ortiz, Ms. Halfon and Mr. Altenburg all responded in the affirmative, while noting that discussions had occurred but no formal actions had been taken by their respective boards nor formal agreements executed as of yet.

Mr. Reinhart proposed that the Governance Group consider issuing a series of Clarifying Questions to the RFQ respondents to solicit the desired clarifying information about the RFQ respondents' proposal to jointly serve as facility operator in a three-way partnership.

Supervisor Valle expressed his agreement with Mr. Reinhart's suggestion, and proposed that support staff develop Clarifying Questions for review at the next Governance Group meeting, followed by issuance of formal questions to the RFQ respondents in May, with responses due in time for review by the Governance Group in June. He noted that the three RFQ respondent agencies have been good faith participants in the overall process, and that he is comfortable making a selection based on the RFQ and the forthcoming Clarifying Questions.

Director Hodges expressed his agreement with the concept of a three-agency partnership proposal. He noted that the group has sufficient reason to move forward with issuing Clarifying Questions to the existing RFQ, with the expectation that the three agencies would provide the requested details as a three-way partnership.

Mayor Halliday expressed her agreement that the three agencies have offered a solid proposal and form a strong partnership with strong roots in the Hayward community. She expressed her agreement that the Governance Group need not look for another operator nor delay this aspect of the project any further, however the details are of paramount importance and so the Clarifying Questions should be issued and any decision would depend on the results of that inquiry.

Mr. Reinhart suggested that the Governance Group schedule an extra meeting on June 19, 2017 in case additional time is needed to review the agencies' responses to the Clarifying Questions prior to deciding about making an offer. The group agreed and the additional meeting was scheduled.

DISCUSS: UPCOMING RELEVANT MEETINGS

Mr. Reinhart noted three important upcoming meetings relevant to the Governance Group's work and encouraged interested parties to attend:

- H.A.R.D. & City Council joint work session – “Measure F1 bond priorities”. *5pm 4/10 at H.A.R.D. headquarters 1099 E St.*
- City Council work session – “Tennyson Corridor Strategic Initiative”. *7pm 4/11 at City Hall 777 B St.*
- SHFC Advisory Task Force meeting -- *9:00am 4/19 at Weekes Library*

AGENDA BUILDING

The group confirmed that the main agenda item for the next meeting will be a review of the Clarifying Questions. Other future agenda items discussed include: Governance structure in Phase II; and clarification of the question regarding feasibility of design-build procurement.

ADJOURNMENT

Supervisor Valle adjourned the meeting.

NEXT MEETING: Monday, May 1, 2017, 9:30 a.m., Hayward City Hall

SHFC GOVERNANCE GROUP
MEETING NOTES
3/20/2017

PRESENT: Mayor Halliday, Supervisor Valle, H.A.R.D. Director Andrade

ALSO IN ATTENDANCE: Kelly McAdoo, Paul McCreary, Ginny DeMartini, Sean Reinhart, Kerri Ely, Maria Hurtado, Aaron Ortiz, Gail Steele, Kelly O'Lague Dulka, Karen Halfon, Cynthia Burnett, Lindsey Vien, Dana Bailey.

CALL TO ORDER

Mayor Halliday served as chair and called the meeting to order

REVIEW NOTES FROM 2/27/17 MEETING

The notes from the 2/27/17 meeting were accepted as presented.

PUBLIC COMMENTS

None

REVIEW: PROJECT TIMELINE

Mr. Reinhart of City of Hayward reviewed the approved project timeline and calendar of meetings in 2017. Ms. Burnett of County of Alameda reviewed her alternative timeline containing proposed dates for various Phase II construction related activities. H.A.R.D. General Manager McCreary noted that Ms. Burnett's alternative timeline does not appear to allow sufficient time to negotiate the operator contract. City Manager McAdoo noted that the alternative timeline does not appear to allow sufficient time for involving the operator in the development of the architectural design RFP. She added that the procurement process that will be used for architectural design is not yet known and has not yet been discussed or decided upon by the governing bodies such as City Council, and should not be noted in detail in any timeline as of yet. General Manager McCreary noted that the alternative timeline appears to place hazmat abatement activities at a time well before any abatement activity would be feasible. City Manager McAdoo noted that the City and H.A.R.D. will assess the site for any hazmat at the appropriate time, and that attempting to pinpoint if or when any hazmat abatement might occur is premature at this juncture.

Supervisor Valle asked what is the status of discussion related to Measure F1 bond funds. General Manager McCreary replied that Measure F1 funds may be applied toward the renovations at Tennyson Park, and that the goal is to complete the bond issuance and bond sale proceeds available for use by June. He noted that H.A.R.D.'s intent is to set aside up to \$3 million toward Tennyson Park, but not the proposed new SHFC building. H.A.R.D. Director Andrade noted that any reconfiguration of parking spaces on Panjon Street would require City approval. City Manager McAdoo suggested that the SHFC staff team plan to meet the Wednesday before each Governance group meeting to review and coordinate critically important staff work needed to support the project including budget, timeline, design procurement, and other critically important activities.

REVIEW AND DISCUSS: DESIGN PROCUREMENT

Mr. Reinhart reviewed the SHFC project construction conceptual cost estimate that was commissioned by the Governance Group and completed in June 2016: estimated total cost \$31 million. He noted that additional cost escalation is likely to occur due to recently implemented new building standards such as the Net Zero Energy standard for new public buildings. Supervisor Valle asked how the construction cost estimate breaks down on a per square foot basis. Mr. Reinhart replied that he will calculate that breakdown and report back to the group at a later meeting. Ms. Burnett made mention of a suggested \$2 per square foot rental rate she hoped to include in her grant application to the Valley Foundation.

DISCUSS: DISPOSITION OF TENNYSON/RUUS CORNER PARCEL

Mr. Reinhart provided an overview of the land ownership of the various parcels that comprise the overall SHFC project site and park. He noted that the Governance Group's preferred location for the new SHFC facility leaves the corner parcel site available for other development opportunities. City Manager McAdoo suggested that acquiring the adjacent commercial parcels fronting Tennyson Road and assembling them with the corner parcel opportunity site would significantly enhance the opportunity site and make it more attractive for desired services such as a full service grocery retailer. She added that any such development would need to be complementary and harmonious with the SHFC facility, Matt Jimenez Community Center, and Tennyson Park. She offered some suggestions about how other development projects elsewhere in the City could potentially be leveraged with the assistance of private investment to acquire the referenced parcels, and noted that the economic development team is exploring options for same.

H.A.R.D. Director Andrade asked if the plan is to generate lease revenue from the prospective retail development in order to support the SHFC center. City Manager McAdoo replied that in her view it would not be prudent to depend on retail lease revenue for SHFC operations because that may not be sustainable, and suggested that any such revenues that may be generated by retail uses could be set aside in a facility maintenance fund for effecting major renovations and repairs that will eventually become necessary over time and in the long term. Director Andrade asked if a mixed-use development would be precluded from the corner site. City Manager McAdoo replied that it would not be precluded but the site would need to be re-zoned to allow for that use, and added that a mixed-use development that included a housing component would almost certainly create more revenue and greater value from the site. Mr. Ortiz from La Familia Counseling Services asked if the plan was still to build the SHFC center as a one-story structure. Mr. Reinhart replied that some of the early design concepts contemplated the possibility of constructing a two-story facility on the corner with retail on one floor and the new SHFC center on the other floor, but the two components ultimately were decoupled when the preferred SHFC site was identified as being the adjacent parcel near the existing MJCC, rather than on the corner parcel. This led to the conceptual direction of the new SHFC center as a single-story new facility adjacent to the park and MJCC, with a separate and complementary retail or mixed-use development on the corner.

REVIEW AND DISCUSS: PROJECT GOVERNANCE IN PHASE II

City Manager McAdoo asked the group to consider what next steps to take with the shared governance of the project from this point in time. She asked a series of questions about future management and ownership of the various property parcels of which the overall project site is comprised; what ongoing governance obligations or expectations does the County have in regard to its contribution of capital funding toward the construction; what will be the ongoing roles of each governing partner in the project; and what formal structure will any partnership take going forward. General Manager McCreary stated that H.A.R.D.'s focus will be the stewardship of Tennyson Park first and foremost, and that H.A.R.D. does not intend to become involved in the construction or operations of the new SHFC center. He added that H.A.R.D. will continue to operate the MJCC under the present arrangement with the City if needed, but is also willing to move away from operating that center if it is eventually determined that the community and project would be best served by having the SHFC operator also operate MJCC. City Manager McAdoo suggested that the City and H.A.R.D. move forward and finalize the details of a land exchange to assemble City-owned parcels on the west side of the site and H.A.R.D.-owned parcels on the east side of the site. She added that if H.A.R.D. is not interested in the ongoing management of the SHFC facility, then a next phase governance structure would potentially be between the City and the County, which leaves open the viability of a simpler MOU structure and legal instrument between the two agencies, as opposed to a more complex JPA. Supervisor Valle stated that he would confer with County counsel regarding options for governance structure, operational management, and other considerations discussed today.

AGENDA BUILDING

The group confirmed that the main agenda item for the next meeting will be a review of the market feasibility study results. Other future agenda items discussed include: facility operator selection process and next steps; review of project budget considerations including construction cost per square foot calculation; governance structure in phase II; and clarification of the question regarding feasibility of design-build procurement.

ADJOURNMENT

Mayor Halliday adjourned the meeting.

NEXT MEETING: Monday, April 3, 2017, 9:30 a.m., Hayward City Hall

SHFC GOVERNANCE GROUP
MEETING NOTES
2/27/2017

PRESENT: Mayor Halliday, Supervisor Valle, H.A.R.D. Board President Hodges

ALSO IN ATTENDANCE: Kelly McAdoo, Paul McCreary, Ginny DeMartini, Sean Reinhart, David Korth, Kerri Ely, Maria Hurtado, Kenny Altenburg, Cynthia Burnett, Morad Fakhrai, Flor Corral, Gabriel Hernandez, Lindsey Vien, Lara Leigh Ward

CALL TO ORDER

H.A.R.D. President Hodges served as chair and called the meeting to order

AGENDA CHANGES

None

PUBLIC COMMENTS

None

REVIEW NOTES FROM 2/6/17 MEETING

The notes from the 2/27/17 meeting were accepted as presented.

REPORT: DAY LABOR CENTER

Mr. Hernandez of the Hayward Day Labor Center reported that the center ceased operations at the Eden Youth and Family Center site (EYFC) in January, 2017. He reported that the English as Second Language classes are continuing at the EYFC site and some limited Day Labor Center employment services are now being offered at South Hayward Parish, but otherwise operations have ceased. Mr. Hernandez noted that there is no active Executive Director in place at South Hayward Parish due to the resignation of the previous director, Ms. Sue Merrill, and the recent hospitalization and health problems of the Emeritus director, Ms. Betty DeForest. Supervisor Valle asked if people are still showing up at EYFC seeking day labor center services. Mr. Hernandez replied affirmatively, and added that most of these incoming inquiries are about housing issues. Supervisor Valle noted that there is a March 11 event in Union City about immigrant legal rights, and asked Mr. Hernandez for help to share the notification to his network. He also asked why the center ceased operations. Mr. Hernandez reported that the reason for the Day Labor Center closure was due to funding shortfalls, and the loss of the center's fiscal sponsor. Supervisor Valle asked if the Day Labor Centers based in Oakland could be of assistance. Mr. Hernandez replied that although the Oakland and Hayward centers are part of the same network of Bay Area day labor centers, the Oakland centers have a somewhat different program model than the Hayward center. Supervisor Valle invited Mr. Hernandez to meet with his office to see what they can do to assist.

REPORT: TENNYSON PARK

H.A.R.D. General Manager McCreary of reported that the Tennyson Park Master Plan is expected to be complete in July, 2017. He reported that the plan will consider various potential features including the Mia's Dream universally accessible play area, entry plaza, possible soccer field, and other amenities. General Manager McCreary noted that the Governance Group's preferred location for the new South Hayward Family Center facility would displace the existing outdoor basketball court behind the Matt Jimenez Community Center, which will be a consideration in the master plan process. He noted that parking is a perennial concern at the park, and suggested that reorienting the street parking on the north side of Panjon Street from parallel parking spaces to head-in diagonal or perpendicular spaces would create more parking. He added that creating more than the minimum required ADA-accessible parking would be beneficial to Mia's Dream play area visitors. General Manager McCreary reported that he

expects that construction documents for the Tennyson Park renovation project could be developed by the end of 2017, if there are no unforeseen delays. He added that funding for the Tennyson Park project has not been finalized by the H.A.R.D. board, but that there has been consideration of utilizing some of the Measure F1 bond funds, and that the H.A.R.D. Foundation has requested \$1 million from the Wayne & Gladys Valley Foundation. He also noted that the Hayward Rotary Club Foundation has given an initial donation toward the project with a pledge to consider making a second gift when the project draws nearer to start of construction.

REVIEW: REVISED PROJECT TIMELINE

Mr. Reinhart of City of Hayward provided a review of the SHFC project timeline and major milestones as reviewed and accepted by the Governance Group, City Council and H.A.R.D. Board of Directors in December, 2016. (Refer to agenda packet from 2/27/17 meeting). Ms. Burnett of County of Alameda distributed an alternative timeline she prepared as part of a potential grant application to the Wayne & Gladys Valley Foundation. City Manager McAdoo advised that the alternative timeline contains some concerning details that should be removed, for example the specification that a design-build process will be used for project design and construction, a determination which has neither been discussed nor agreed upon by City Council. She also noted that the application contains no details of how the facility will be governed going forward, and advised that the relevant governing bodies including City Council should have a role in determining and approving what that governing structure will be. Ms. Burnett clarified that the proposed Valley Foundation application would only seek construction funding. Supervisor Valle said that he would like the project to move more quickly, and suggested that a groundbreaking date should be set and announced to keep the project moving forward. He added that the ACOE funding was withdrawn due to indecisiveness and delay. Mayor Halliday replied that she supports wanting to keep the project moving. She added that the Governance Group did take steps by naming ACOE as an “anchor tenant”, and they still withdrew funding in part because they hadn’t formally committed it to begin with. She added that this makes her wary of moving too quickly before firm commitments from involved parties are in place. She noted that the Advisory Task Force meetings should be added to the overall approved timeline, and added that the Tenant’s group is self-organized and can let us know if/when they wish to convene.

Mayor Halliday asked for clarification regarding the “bridging process” and “design-build” cited in Ms. Burnett’s alternative timeline. City Manager McAdoo replied that these terms refer to the design-build procurement process in which the project architect and construction contractor are the same party with one contract with respect to procurement. She added that some proponents of the process claim it is less expensive, but that this is debatable and depends on the specifics of a given project. Mr. Fakhrai of City of Hayward added that design-build construction is generally appropriate for office or industrial projects that have simpler design needs that can be specified in full detail well in advance. He added that even small design changes or deviations from the scope will generally increase the cost of design-build projects through unforeseen change orders, sometimes significantly. He noted that the SHFC project design is highly specialized with many different stakeholders and design variables. He added that the City of Hayward is a charter city and may be restricted from using or participating in design-build procurements and would potentially require voter approval. City Manager McAdoo explained that the City is required to use separate procurements and competitive bid processes for architect and contractor, which is incompatible with design-build in which only one procurement and bid process is used for both. She added that it has not yet been discussed or determined which agency or combination of agencies would handle the procurement, and suggested that the next Governance Group meeting discuss options for governance structure in Phase II.

Mayor Halliday noted that the most important next step is to get the operator in place and services finalized before moving forward with project development. She added that the City of Hayward will want more influence over the design development than design-build may allow, including ample community input throughout the development process. Ms. Burnett noted that the Ashland REACH center was

developed using a design-build process. Mayor Halliday replied that the REACH center project is fundamentally different from the SHFC project because the SHFC project is located on City of Hayward property. She added that in addition to procurement restrictions, the project will be subject to and affected by municipal regulations and ordinances, including the Zero Net Energy requirement and Project Labor Agreement for public buildings, among other factors. City Manager McAdoo suggested that more discussion of this topic is needed, and recommended adding an extra Governance Group meeting in March to discuss the current Governance group MOU and options for project management in Phase II. Mr. Reinhart replied that he would schedule a meeting on March 20, to which the group agreed. Mayor Halliday reiterated that the operator needs to be identified before design development can productively move forward.

Supervisor Valle asked what is the timeline for the market feasibility study. Mr. Altenburg of Eden Area YMCA replied on behalf of the partnership of Eden Youth and Family Center, La Familia, and Eden Area YMCA who jointly commissioned the study. He reported that the study is proceeding on schedule, and that suggestions from the Governance Group were incorporated therein. Supervisor Valle stated that he has concerns about eight questions in the phone survey being about memberships. He added that he found the survey too long and that people may not respond. He asked why eight questions were given over to exploring various levels of membership rates that interviewees might be willing to pay for certain services. City Manager McAdoo noted that this survey technique is commonly used when assessing voter support for ballot initiatives such as property tax levies for bond financing. She added that the purpose of the market feasibility study is to assess what revenue could potentially be generated by the center to help offset the operating costs, which is information that the Governance Group had specifically asked respondents to provide in their responses to the Facility Operator RFQ. Supervisor Valle noted that all the County's other centers rely on public subsidy for their operations, and expressed his reservations about the YMCA model which relies in part on memberships and other fees. He added that he is open to the prospect of capital or operating investment from YMCA toward the project, but that philosophically more discussion is needed. Mayor Halliday noted that the study is being undertaken by the RFQ respondents of their own volition to provide information that the Governance Group requested, and added that she is familiar with the survey process of asking multiple questions of interviewees to gauge their level of support or interest for various concepts or proposals. The Mayor shared that she has been out in the community speaking with people about this project, and that she has heard many community members express that they want a facility that is welcoming and useful to all, including low-income and working-class residents but also middle class residents who want robust and vibrant recreation and community spaces and activities. She noted that H.A.R.D. charges fees for many of its services and programs. She noted that public subsidy is not always 100% guaranteed, due to economic fluctuations, some of which are beyond local jurisdictions' ability to control such as cuts by the state or federal government. Mayor Halliday concluded by expressing her openness to receiving the results of the market feasibility study and considering options for generating revenue to sustain operations at the center.

REVIEW AND DISCUSS: CAPITAL PROJECT DEVELOPMENT

Mr. Reinhart presented a review of the project conceptual cost estimate that was commissioned and accepted by the Governance Group on 6/26/2016, and again by City Council and H.A.R.D. Board of Directors on 12/13/2016. He noted that the estimated project cost at that time was approximately \$31 million. Supervisor Valle asked that the cost of demolition of the old EYFC center be withdrawn from the project budget. Mayor Halliday replied that the demolition was included in the project budget because it is essential, and added that the demolition and replacement of the old facility is the SHFC project's primary motivating factor. Supervisor Valle stated that the County's funds would not be used for liabilities for the existing facility. Mayor Halliday replied that demolition must remain in the project budget because the City of Hayward cannot build a new center on its property unless there is a viable plan and funding to demolish the old center in conjunction with the new construction.

H.A.R.D. President Hodges noted that the site of the old EYFC facility on corner of Tennyson and Russ Roads has significant commercial development possibilities. He suggested that the redevelopment of that site should be discussed and potentially made a part of the project plan. Mayor Halliday agreed that the corner site presents promising development opportunities that should be fully explored. City Manager McAdoo agreed that the prospective Tennyson/Ruus corner parcel redevelopment and SHFC project are coupled together, in that the revenue from the former could potentially contribute to the latter. General Manager McCreary noted that H.A.R.D. would want new parklands created in equal measure to any parklands that may be displaced by new center construction, and that ideally some portion of the corner would include park areas that connect the Tennyson corridor to Tennyson Park. Mayor Halliday reiterated that prospective redevelopment of the corner parcel should be explored. City Manager McAdoo stated that staff will investigate options and report back.

Ms. Burnett asked if the group would vote on Supervisor Valle's suggested groundbreaking date, and for confirmation that the "anchor tenants" are EYFC, ACOE, and TVHC. Mayor Halliday replied that EYFC was never named an "anchor tenant", and that ACOE has withdrawn from that status. Mr. David Vliet of Tiburcio Vasquez Heath Center noted for the group that as an "anchor tenant", TVHC's commitment is to invest capital funding in developing the interiors and equipment for their health and dental clinics in the new center, and to paying market rate rent for use of the space. City Manager McAdoo recommended agendaing a vote about groundbreaking for a future meeting at a time when a potential groundbreaking date can be identified with more certainty than at present. General Manager McCreary added that it can take twelve months or more just to develop construction documents for a project of this scale.

AGENDA BUILDING

Mayor Halliday asked that an Advisory Task Force meeting be scheduled in April to update that group. Mr. Reinhart confirmed that the next Governance Group meeting will take place 9:30 a.m. on March 20, 2017 at City Hall. He confirmed the agenda items requested during the discussion: Project timeline; Design procurement options; Governance in Phase II; and Disposition of Tennyson/Ruus corner parcel.

ADJOURNMENT

H.A.R.D. President Hodges adjourned the meeting

NEXT MEETING: Monday, April 3, 2017, 9:30 a.m., Hayward City Hall

PRELIMINARY COST GUIDELINES

Project estimate is based on Site Option 1, used as a model. The construction costs include:

- A 35,000 sf single story building
- Site utilities, landscape and plaza adjacent to the building only
- 120 parking spaces
- Demolition of Eden Youth & Family Center buildings & existing site area
- 3.5% for Project Labor Agreement
- 15% Design Contingency
- 10% Escalation to Spring 2018

The construction costs do NOT include:

- New soccer field
- Improvements to Tennyson Park
- Optional retail area incorporated into the new building

From architect's preliminary cost estimate. Reviewed by Governance Group on 6/27/16.

Issued with Operator RFQ on 8/1/16.

Reviewed by City Council & HARD Board on 12/13/16.

From architect's preliminary cost estimate. Reviewed by Governance Group on 6/27/16.
Issued with Operator RFQ on 8/1/16.
Reviewed by City Council & HARD Board on 12/13/16.

PRELIMINARY COST GUIDELINES

The project costs include:

- Design, Management and other fees and services
- Permits and Agency fees
- Fixtures, Furnishings & Equipment (FF&E)

Contingencies included:

- 10% Construction Contingency
- 10% Soft Cost contingency

PRELIMINARY COST GUIDELINES

Stated Project Budget for Multi-Service Center
Funds Raised to date

\$24 to 26 Million
\$16 million +/-

Project Hard Costs:

- Building & Site Construction \$18,650,000
- Project Labor Agreement \$650,000
- Demolition of Existing Buildings \$350,000
- Allowance for Building Hazardous Materials \$350,000
- Escalation to Spring 2018 Construction \$2,000,000
- TOTAL HARD COST** \$22,000,000

Project Soft Costs:

- Design and Management fees \$4,360,000
- Other fees & services \$150,000
- Permit & Agency fees/entitlements \$860,000
- Fixtures, Furnishings & Equipment \$900,000
- Construction Contingency \$2,200,000
- Soft Cost Contingency \$630,000
- TOTAL HARD COST** \$9,100,000

TOTAL PROJECT COST: \$31,100,000

Architect’s preliminary cost estimate. Reviewed by Governance Group on 6/27/16.

Issued with Operator RFQ on 8/1/16.

Reviewed by City Council & HARD Board on 12/13/16.

SHFC GOVERNANCE GROUP
MEETING NOTES
2/6/2017

PRESENT: Mayor Halliday, Supervisor Valle, H.A.R.D. Board President Hodges

ALSO IN ATTENDANCE: Kelly McAdoo, Paul McCreary, Ginny DeMartini, Sean Reinhart, Monica Vaughan, David Korth, Kerri Ely, Karen Halfon, Gail Steele, Dan Bellino, Superintendent Karen Monroe, Maria Hurtado, Kenny Altenburg, Kelly O’Lague Dulka, Cynthia Burnett, Morad Fakhrai

CALL TO ORDER

Supervisor Valle served as chair and called the meeting to order

AGENDA CHANGES

None

PUBLIC COMMENTS

None

DEBRIEF: MARKET FEASIBILITY STUDY FOCUS GROUP MEETINGS

Several present reported that they attended one or more focus groups, and that the sessions generally went well.

DISCUSSION: REVISED PROJECT TIMELINE

Mr. Reinhart of the City of Hayward distributed hard copies of the project timeline that was approved by the Governance Group on 12/5/16, and reviewed by City Council and H.A.R.D. Board of Directors in a special joint work session on 12/13/16. He also distributed a proposed revision to the project timeline that moves the due date for the market feasibility study results from 2/15/17 to 3/24/17 at the request of the RFQ respondent agencies who asked for more time to complete their study, and with some other dates related to the study also changed accordingly. Supervisor Valle proposed that the Governance Group meeting listed on 9/11/17 be rescheduled to 9/18/17 so as not to conflict with 9-11 commemorations. Supervisor Valle also proposed that a “groundbreaking” date be placed on the calendar on 9/15/17. Mayor Halliday expressed reservations and concern about the prospect of announcing a groundbreaking when there is no start date for construction.

STATUS UPDATE: DAY LABOR CENTER

Ms. Halfon of EYFC reported that the Day Labor Center has ceased operations at the EYFC site, and is now operating a reduced program at South Hayward Parish. She reported that EYFC is working to get a referral system in place for people who come to EYFC to seek Day Labor Center services, though it is unclear what services are being made available at South Hayward Parish. Ms. DeMartini of County District 2 Office offered to reach out to Mr. Gabriel Hernandez of Day Labor Center and invite him to report out to the Governance Group’s next meeting. Mayor Halliday asked if the departure of Day Labor Center had an impact to EYFC’s rental revenue. Ms. Halfon responded that it does have an impact, but the EYFC center can manage it, and that currently EYFC has approximately 3,600 sf of available space in the multipurpose room that was made vacant by the departure of Day Labor Center.

STATUS UPDATE: ACOE FUNDING COMMITMENT

Superintendent Monroe reported that the ACOE board has not formally voted on whether or not to commit capital funding toward the SHFC project, but indications are that they are disinclined to approve commit funding at this time due to fiscal challenges. She stated that although the board is unlikely to make a capital investment, ACOE is still interested in being a partner in the service delivery model in the

new center. Mayor Halliday stated that this information changes the “anchor tenant” status of ACOE in the project, since that status was contingent upon a capital funding commitment, and that the space needs considerations of the project should be reevaluated in light of this change. Superintendent Monroe replied that the options for services that ACOE could provide are open, and suggested that the market feasibility study could shed light on the level of need for services that ACOE could provide. H.A.R.D. Director Hodges suggested the Hayward Adult School could be a resource, and that they have expressed an interest in the center. Supervisor Valle suggested that the possibility of ESL classes for adults in the evenings could be explored. Mayor Halliday suggested that some of ACOE’s programs other than the Community Day School could still be a good fit in the new site, for example their programs for expectant mothers. Additional discussion of various program options ensued. Supervisor Valle stated that the center should have an education component in some form. Supervisor Monroe stated that ACOE is interested in being a tenant in the new center. She suggested that Project EAT nutrition education and gardening is another possible program option. Mayor Halliday affirmed interest and desire to work with ACOE as a potential tenant or service provider in the new facility.

AGENDA BUILDING

Supervisor Valle proposed adding reports on the Mia’s Dream project and options for a soccer field. From the earlier discussion, a report from Day Labor Center. Carry forward previous agenda building items.

ADJOURNMENT

Supervisor Valle adjourned the meeting

NEXT MEETING: Monday, February 27, 2017, 9:30 a.m., Hayward City Hall