

Community Services Commission Meeting

Wednesday, November 15, 2023

Documents Received After Published Agenda
Meeting Slide Presentation



Community Services Commission

November 15, 2023



HAYWARD

A. Call to Order

B. Pledge of Allegiance

C. AB 2449 Teleconference Notifications and Consideration

Just Cause Provisions

Community Services Commissioners Singh requested to participate via Zoom under AB 2449 Brown Act teleconferencing rules based on just cause provisions.

Emergency Provisions

The legislative body must take action on any requests for emergency provisions.

Motion, second, and roll call vote are required to approve any emergency participation requests.

D. Roll Call

E. Public Comments

Speakers shall not use threatening, profane, or abusive language which disrupts, disturbs, or otherwise impedes the orderly conduct of a Commission meeting. The City is committed to maintaining a workplace free of unlawful harassment and is mindful that City staff regularly attend Commission meetings. Discriminatory statements or conduct that is hostile, intimidating, oppressive, or abusive are per se disruptive to a meeting and will not be tolerated.

F. Minutes

- Action required to approve the minutes from September 20, 2023 :
 - Motion for any amendments as needed, or motion to approve
 - Second
 - Roll call vote

G. Discussion

1. Rules & Process for the CSC



Hayward Community Services Commission

November 15, 2023

Assistant City Attorney Ankush Agarwal



What is the Brown Act?

- Enacted in 1953
- “All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided. . .” (Gov. Code §54953, subd. (a).)
- 2014, CA Const. amended to require all local agencies to comply with the Brown Act
- Local agency = city, county, school district, utility district, etc.

Legislative Bodies

Legislative Body

- governing body of a local agency
- advisory or decision-making commission, committee, board, or other body created by legislative body.
- Standing committees that have either
 - Continuing subject matter jurisdiction; or
 - A fixed meeting schedule

Not a legislative body

- ad hoc committees

What meetings are covered?

any congregation of a majority of the members of a legislative body at the same time and location (including permitted teleconference locations) to hear, discuss, deliberate or take action on any item that is within the subject matter jurisdiction of the legislative body

Exemptions

- Individual contacts
- Conferences and seminars
- Open community meetings
- Meetings of other legislative bodies
- Social gatherings or ceremonial events
- Closed sessions

What makes a meeting open and public?

- Agenda posted and freely accessible at least 72 hours in advance of a meeting
- Agenda must state the time and place of the meeting and a brief general description of each item of business to be discussed
- Legislative body can only discuss and act on items on agenda
- Members of the public have a right to attend, observe, and participate
- Members of the public may speak on any specific agenda item
- ADA accessible
- Any person may record meeting

General meeting do's and don'ts

- No texting or use of electronic devices during meetings
- Do not text or email or discuss the commission's business outside of a public meeting - communicate with staff
- Quorum must be present to start and continue meetings - a quorum is a majority of the commission's members
- Meetings should allow for full discussion by all members, and members of the public are entitled to speak on issues

Things to watch out for

- Improper meetings
 - Serial meetings (discussing business outside a formal meeting)
 - Email exchanges
 - Informal gatherings

#SocialMediaCommunications

TL; DR Members of the same legislative body should not comment on each other's social media posts when the posts fall within subject matter jurisdiction of the legislative body

Teleconference (Traditional)

- May be used for all purposes during any meeting
- At least quorum must participate from locations within the local agency's jurisdiction
- Additional teleconference locations must be made available to the public
- Each teleconference location must be specifically identified in the notice and agenda, including full address/room number
- Agenda must be posted at teleconference location
- Each teleconference location must be accessible and have technology to enable the public to participate
- Votes by roll call

AB 361

- Broader remote participation during states of emergency, while providing for some procedural safeguards
- Effective Oct. 1, 2021 – Jan. 1, 2024, but ended when the Governor declared that CA was no longer in state of emergency

AB 2449 – Future of Remote Meetings

- Quorum must participate in person at the same physical location that is open to the public
- Remote participation limited to:
 - Just cause – limited to two meetings per year and includes: childcare/caregiving, illness, disability that can't be accommodated, travel on official business of agency
 - Medical emergency – must be put to a vote
- Remote participation requirements: must have video and audio capability, identify other present adults, no more than 20% of regular meetings in a calendar year.

California Public Records Act

- Enacted in 1968
- Public Records Act requires public access to most records generated by public agencies, including the Personnel +Commission
- Emails, texts, reports are considered public records if they discuss public business
- No reason or justification has to be given in order to make a public records request
- City receives thousands of requests every year

Roberts Rules of Order

- Guiding Principles:

- Everyone has the right to participate in discussion if they wish, before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.
- It is not intended be used to prevent discussion of important issues.

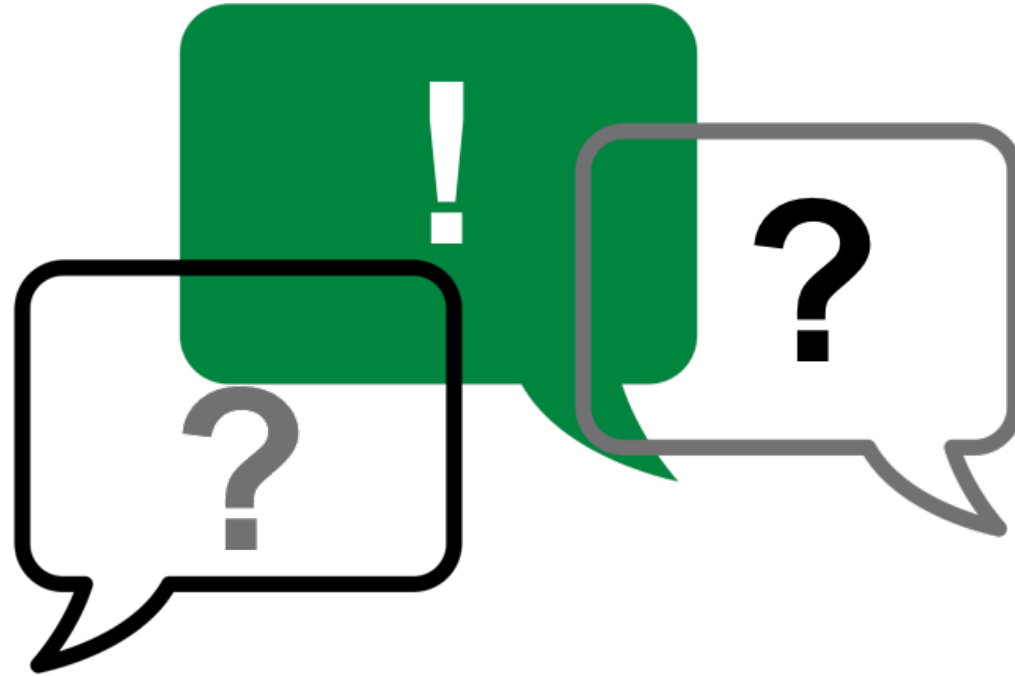
Key Elements and Terminology

- **Motion:** Introduces a new piece of business or proposes a decision or action
 - A second motion must be made
 - After limited discussion the group then votes on the motion.
 - A majority vote is required for the motion to pass
- **Amend:** Used to change a motion under consideration. If a member wants to make a change to an existing motion, they can move to amend the motion on the floor.
 - This also requires a second.
 - After the motion to amend is seconded, a majority vote is needed to decide whether the amendment is accepted.
 - Then a vote is taken on the amended motion.
 - Friendly amendment: If the person who made the original motion agrees with the suggested changes, the amended motion may be voted on without a separate vote to approve the amendment

Important Considerations

- A main motion must be moved, seconded, and stated by the chair before it can be discussed.
- If you feel that there the pending question(s) should be delayed so more urgent business can be considered, move to lay the motion on the table (“I make a motion to table this discussion until the next meeting. In the meantime, we will get more information so we can better discuss the issue.”)
- If you want time to think the motion over, move that consideration be deferred to a certain time.
- If you think that a matter introduced is not germane to the matter at hand, a point of order may be raised.
- If you think that too much time is being consumed by speakers, you can move a time limit on such speeches.
- If a motion has several parts, and you wish to vote differently on these parts, move to divide the motion.
- Unless there is a special rule providing otherwise, a member is limited to speak once to a motion.

Questions

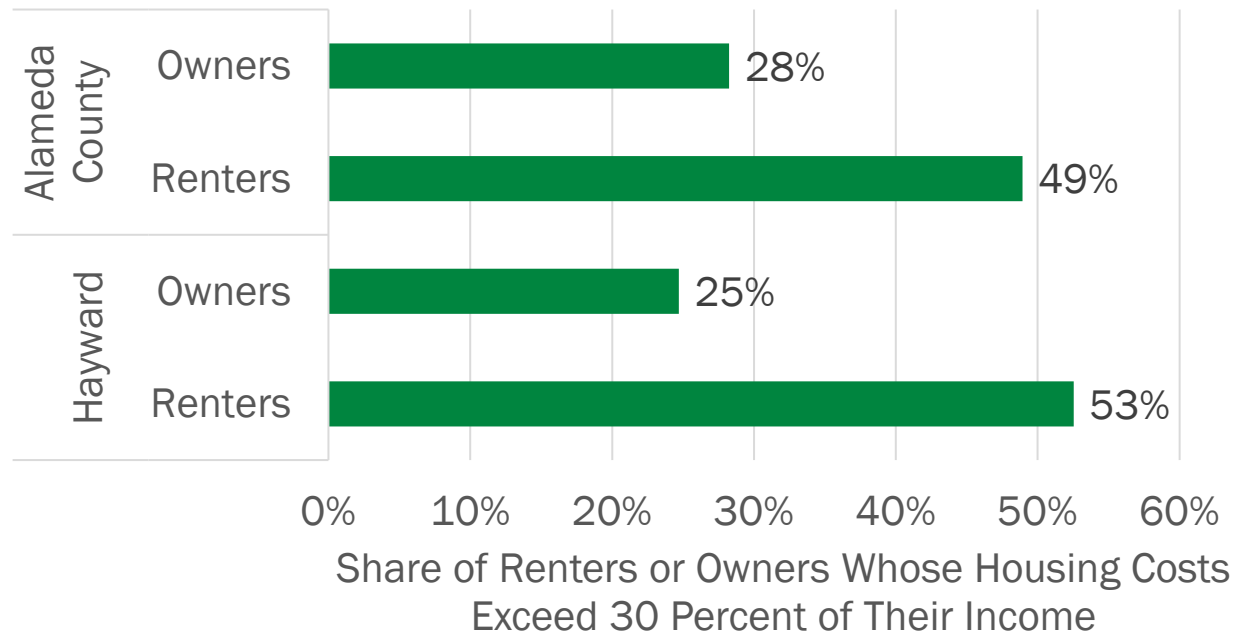


2. Housing Division Report

November 15, 2023 | Community Services Commission
Christina Morales, Housing Division Manager

Over half of Hayward's renters are housing cost-burdened

Share of Households That are Cost Burdened
in Hayward and Alameda County, by Tenure,
2021



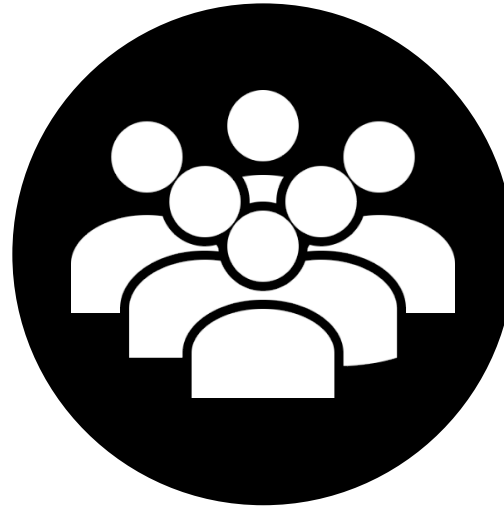
Source: American Community Survey, 1-YR, 2021; Strategic Economics, 2022.

- Housing costs are considered affordable when they are **30% or less of household income**
- Households are considered **cost-burdened** if they are paying more than 30% of their income

Strategic Road Map: Preserve, Protect and Produce Housing For All



**Incentivize housing
production for all**



**House and support
people experiencing
homelessness**



**Protect affordability
of existing housing**

Incentivize Housing Production for All

Strategies

- Affordable Housing Ordinance
 - Fund affordable housing developments
 - Inclusionary housing (mixed income housing)
- Density Bonus
 - Incentivizes affordable housing by allowing developers to build more housing
- Streamline Development Applications
- Prioritizing affordable housing units on City owned land

Housing units

- 931 affordable rental units
- 83 affordable ownership units

La Vista Residential –Mission Blvd Corridor



176 units of affordable housing under construction which will serve extremely low to low-income households

House and support people experiencing homelessness

Housing Division Strategies

Prioritize permanent supportive units City subsidized affordable housing developments

Housing

89 permanent supportive units across three projects

Depot Community Apartments - 2595 Depot Rd.



- 125 micro studios with 62 permanent supportive units. Rent from \$719 to 1,438

Protect affordability of existing housing

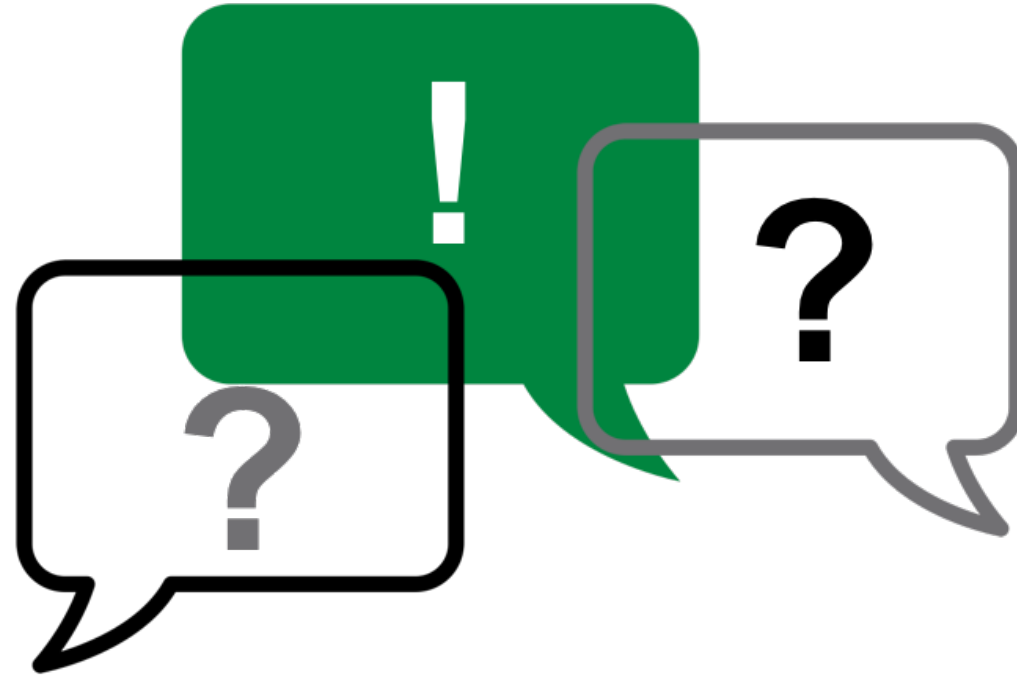
Strategies

- Residential Rent Stabilization Ordinance (RRSO)
 - Rent increase limit
 - Just cause for eviction
 - Retaliation and harassment protections
- Mobilehome Space Rent Stabilization Ordinance (MRSO)
 - Space rent increase limit
 - Retaliation Protections
- Tenant Relocation Assistance Ordinance
- Emergency Relocation Assistance Program
- Legal Assistance for people facing eviction
- Foreclosure Prevention

Services Provided

- Received 139 RRSO and MRSO rent increase petitions received to resolve rent increase disputes
- Assisted 35 households displaced as a result of natural disaster or uninhabitable conditions by ensuring relocation assistance was provided
- Assisted 14 households facing eviction
- 44 households facing foreclosure and conducted six workshops
- Responding to an average of 2000 inquiries annually.

Questions



3. Bidder's Conference Debrief & ARC

Bidder's Conference

- Attendees
 - 60 total
 - Approximately 9 new applicants
- Important changes
 - Special events not being funded through the CAF process
 - Agencies requesting \$20,000 or less do not require an audit or a fiscal sponsor
 - Agencies requesting more than \$20,000 must have an audit or work with a fiscal sponsor who does
- Presentation and Q&A are online:
 - <https://www.hayward-ca.gov/services/city-services/apply-for-community-agency-funding>

Application Review Committee Overview

- **Services:**

- Public and Social services, funded through CDBG and GF
- Includes homeless services, education, legal services, food security, and health

- **Arts & Music:**

- Funded through GF
- Includes visual and performing arts and music

- **Economic Development and Infrastructure:**

- Funded through CDBG
- Includes economic development such as small business assistance and for-profit business assistance through placement of trained employees
- Includes neighborhood and public facilities improvements, like shelter improvements and the City's home rehab program

ARC Dates

- Saturday, January 20
 - Services Day 1 (General Fund, CDBG)
 - Arts & Music (General Fund)
- Saturday, January 27
 - Services Day 2 (General Fund, CDBG)
 - Economic Development and Infrastructure (CDBG)

Note that you can serve on more than one, but if you're on Services, you can only serve on Services.

Selection

- The Chair appoints the ARCs
- Vice Chair is Chair of Services ARC

	Services 1/20 & 1/27	Econ. Dev/Inf 1/27	Arts & Music 1/20
Chair	Moore	Thormoto	Gunn
Vice Chair	Wheeler	Triviso	Wong
Commissioner	Kimura	Wong	De Leon
Commissioner	Bruckner Carillo	Angulo	Kassouf
Commissioner	Maxion	Singh	Berry
Commissioner	Johnson	Brar	Alvite

CAF Next Steps

- Applications due Friday, December 1, by 5:00pm
 - Staff will review applications for completeness and eligibility
- By Friday, December 15, Commissioners will receive an email from staff with directions on how to access applications in City Data Services (CDS)
 - Commissioners to complete review by Wednesday, January 10
- If you have questions that you would like an agency to answer during their interview, please submit questions directly into the application you are reviewing in CDS

4. CSC Conversations on Racial Equity, Public Safety, and CAP

5. FY 23/24 Agenda Planning Calendar

- Action required to approve the Agenda Planning Calendar:
 - Motion for any amendments as needed, or motion to approve as is
 - Second
 - Roll call vote

H. Announcements

- Council Member
- Commissioners
- Staff

Staff Announcements

- Funding applications are due Friday, December 1, 2023.
- The City of Hayward, along with our partners in Union City and Bay Area Community Services (BACS) were awarded \$9.67M for Project Reclamation, a scattered site shared housing model that will create up to 30 units of permanent supportive housing for unhoused individuals in Hayward

I. Future Agenda Items

J. Adjournment