

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Wednesday, June 19, 2019

7:00 PM

Conference Room 2A

Community Services Commission

CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL****PUBLIC COMMENTS:**

The Public Comment section provides an opportunity to address the Oversight Board on items not listed on the agenda. The Board 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 Board or are within the jurisdiction of the Board as the Board 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.

MINUTES

1. [MIN 19-082](#) Minutes of the May 15, 2019, Community Services Commission meeting.

Attachments: [Attachment I - May 15, 2019, Community Services Commission Meeting Minutes](#)

DISCUSSION

2. [RPT 19-306](#) Update on the Hayward Housing Navigation Center and the Proposed Policy Approach for Prioritizing Future Residents of the Center

Attachments: [Attachment I Staff Report](#)
[Attachment II Site Development Photos](#)
[Attachment III Conceptual Layout](#)
[Attachment IV Map of Highly Impacted Areas](#)

3. [RPT 19-308](#) Community Development Block Grant Timeliness Update

Attachments: [Attachment I Staff Report](#)

4. [RPT 19-310](#) 2019 / 2020 Agenda Planning Calendar

Attachments: [Attachment I - Staff Report](#)

COUNCILMEMBER / COMMISSIONER / STAFF ANNOUNCEMENTS**ADJOURNMENT**

NEXT MEETING – September 18, 2019

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
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File #: MIN 19-082

DATE: June 19, 2019

TO: Community Service Commission

FROM: Community Services Manager

SUBJECT

Minutes of the May 15, 2019, Community Services Commission meeting.

RECOMMENDATION

That the Community Services Commission review and approve the minutes of the May 15, 2019, meeting.

ATTACHMENTS

Attachment I - May 15, 2019, Community Services Commission Meeting Minutes

MINUTES

City of Hayward Community Services Commission
May 15, 2019 @ 7:00 PM
Hayward City Hall, 777 B Street, Hayward, CA 94541
Conference Room 2A

CALL TO ORDER: Meeting called to order at 7:05 p.m. by Chairperson Roche.

ROLL CALL

Members:

- Jose Lara Cruz, Commissioner
- Alicia Lawrence, Commissioner
- Arzo Mehdavi, Commissioner / Vice Chairperson
- Afshan Qureshi, Commissioner
- Arvindra Reddy, Commissioner
- Julie Roche, Commissioner / Chairperson
- Ernesto Sarmiento, Jr., Commissioner
- David Tsao, Commissioner
- Corina Vasaure, Commissioner
- Rachel Zargar, Commissioner

Members absent:

- Elisha Crader, Commissioner
- Michael Francisco, Commissioner
- Arti Garg, Commissioner
- Saira Guzman, Commissioner
- Janet Kassouf, Commissioner
- Linda Moore, Commissioner
- Zachariah Oquenda, Commissioner / Parliamentarian

Council Liaison:

- Council Member Lamnin

Staff:

- Monica Davis, Community Services Manager
- Evelyn R. Olivera, Senior Secretary

Guests:

- Diane Fagalde
- Karen Norell

Public Comments:

- Citizen, Diane Fagalde, announced the 6th Annual Tennyson All American Festival, being held on Saturday, June 29, 2019 from 11:00 am to 3:00 pm at Mt. Eden Mansion, 2451 W. Tennyson Rd., Hayward. Vendors may register on Eventbrite to participate.

Approval of Minutes of the Community Services Commission Meeting on March 20, 2019.

It was moved by Commissioner Qureshi to approve the minutes with a second by Commissioner Zargar. The minutes were approved unanimously.



Discussion:

Census 2020

Ms. Davis provided a presentation highlighting support the County is providing, as well as the City's role as lead with other Hayward agencies, to assist in providing an accurate count during the 2020 Census. Commissioners questions regarding the roles Funded Agencies would take during this process were answered by Ms. Davis. A motion to pass a resolution recognizing the importance of Census 2020 and encouraging all residents to get counted was moved by Commissioner Mehdavi and seconded by Commissioner Lara Cruz. All present voted in favor of the resolution.

Community Agency Funding Review Committee

Chairperson Roche and Ms. Davis asked the commission for five (5) volunteers to participate on the Community Agency Funding Review Committee. The committee is intended to evaluate the current funding process and create a more transparent process, as well as provide more guidance to applicants during the annual funding process. Commissioners Garg, Lawrence, Vasaure, Qureshi and Oquenda volunteered to make up the five (5) members of the Community Agency Funding Review Committee.

CSC Agenda Planning Calendar

Ms. Davis discussed the CSC June Agenda items and requested the input from the Commission on a suggestion to place two items as "Future Agenda Items": Review of CSC By-laws for FY 2019-2020 and Update: Tennyson Corridor Initiative.

Council Liaison / Commissioner / Staff Announcements

Council Member Lamnin announced the following:

1. Council is beginning the Strategic Planning process and how to coral workflow and communication on the multiple strategic project goals,
2. Survey is available to provide input on new Police Chief,
3. Council approved the Commission's recommendation for this year's funding, and additionally suggested and approved an extra \$4,000 to the Hayward Municipal Band, and
4. Council did not have consensus and did not approve the additional \$100,000 allocation of funding requested.

Commissioner Zargar announced the Hayward Latin Jazz Festival, due to rain, has been rescheduled to June 1, 2019, from 1pm to 7pm.

Commissioner Mehdavi announced her receipt of an award for 2019 Regional Nurse from Kaiser Permanente.

Commissioner Reddy announced that the June CSC meeting will be his last meeting, he will be stepping down from the Commission, as he is moving out of town. He thanked the Commission for the experience and was thanked for his service to the Commission.

Commissioner Lawrence announced Hayward Collective and partnership with Glad Tiding is holding a regional tenants' assembly at Glad Tiding on June 8, 2019.



Chairperson Roche congratulated and thanked the Commission on the good job done with this year's funding process and recommendations.

Ms. Davis thanked the Commission for their involvement with the funding process and announced that in mid-June, there will be a convening of all funded agencies for a meeting to provide information on Contract Documents, the Monitoring Process, Census 2020 and Eden I & R will be on hand to provide Emergency Preparedness.

Ms. Davis announced the RFP for Fair Housing is out and due on May 28, 2019.

Future Agenda Items

- Review of CSC By-laws for FY 2019-2020; after conclusion of Review Committee findings
- Update: Tennyson Corridor Initiative
- Standing Item: Community Services Commission Agenda Planning Calendar

Adjournment at 8:03 pm

Attendance	Present at 5/15/2019 Meeting	Meetings Present to Date FY19	Excused to Date FY19	Absent to Date FY19
Elisha Crader	0	3	0	3
Jose Lara Cruz	✓	6	0	0
Michael Francisco	0	5	0	2
Arti Garg	0	4	0	2
Saira Guzman	0	6	0	1
Janet Kassouf	0	5	0	2
Alicia Lawrence	✓	6	0	0
Arzo Mehdavi **	✓	5	2	1
Linda Moore	0	5	0	1
Zachariah Oquenda ***	0	4	0	2
Afshan Qureshi	✓	4	0	2
Arvindra Reddy	✓	5	0	2
Julie Roche *	✓	7	0	0
Ernesto Sarmiento Jr.	✓	5	0	2
David Tsao	✓	5	0	2
Corina Vasaure	✓	6	0	0
Rachel Zargar	✓	6	0	1

✓ = Present 0 = absent X = excused

* Chairperson

** Vice Chairperson

*** Parliamentarian





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Hayward City Hall
777 B Street
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File #: RPT 19-306

DATE: June 19, 2019

TO: Community Service Commission

FROM: Community Services Manager

SUBJECT

Update on the Hayward Housing Navigation Center and the Proposed Policy Approach for Prioritizing Future Residents of the Center

RECOMMENDATION

That the Commission reviews and comments on this report and the proposed approach for prioritizing the residents for the Hayward Housing Navigation Center.

SUMMARY

On January 22, 2019, the City Council approved implementing and funding the Hayward Housing Navigation Center (Center) to provide integrated and targeted outreach, short-term housing, as well as case management and housing placement services to homeless individuals in Hayward. Since that approval, Bay Area Community Services (BACS), a Bay Area nonprofit highly qualified in operating comparable centers, was selected as the operator for the Center, and significant progress has been made on site development. The target date for opening the Center is Fall 2019.

Staff is continuing to secure outside funding sources, through finalizing the contract with Alameda County for the State awarded one-time Homeless Emergency Aid Program (HEAP) funding, and through pursuing [successfully being awarded a grant applications](#), such as Proposition 47 [grant funding](#). Additionally, progress has been made on site development: the site has been cleared; sidewalks have been installed along all street-facing sides of the property; and inside paving and utility connections will be complete by July 2019. Lastly, staff continues to undertake community engagement work on implementation of the Center, including at the Community Services Commission meeting on February 20, 2019, and a community meeting in the industrial area on April 24, 2019.

In anticipation of opening the Center this fall, it is important to determine which homeless individuals in Hayward will be targeted for the initial and ongoing available 45 beds at the Center. Staff recommends prioritizing placement by conducting outreach and placement in the Center to homeless residents of Hayward in areas that are highly impacted by homelessness, measured through data collected from Access Hayward and the experiential knowledge of Hayward Police Department and Maintenance

Services staff. Using these data sources, staff have identified several geographic regions in Hayward that are highly impacted by homelessness that BACS should focus outreach in.

Staff presented this approach to the Housing and Homelessness Task Force on June 6, 2019. Feedback from the members of the Task Force is included in this report.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Site Development Photos
Attachment III	Hayward Navigation Center Conceptual Plan
Attachment IV	Map of Highly Impacted Areas



DATE: June 6, 2019

TO: Community Services Commission

FROM: Community Services Manager

SUBJECT: Update on the Hayward Housing Navigation Center (Center) and Proposed Policy Approach for Prioritizing Future Residents of the Center

RECOMMENDATION

That the Community Services Commission reviews and comments on this report and the proposed approach for prioritizing the residents for the Hayward Housing Navigation Center.

SUMMARY

On January 22, 2019, the City Council approved implementing and funding the Hayward Housing Navigation Center (Center) to provide integrated and targeted outreach, short-term housing, as well as case management and housing placement services to homeless individuals in Hayward. Since that approval, Bay Area Community Services (BACS), a Bay Area nonprofit highly qualified in operating comparable centers, was selected as the operator for the Center, and significant progress has been made on site development. The target date for opening the Center is Fall 2019.

Staff is continuing to secure outside funding sources, through finalizing the contract with Alameda County for the State awarded one-time Homeless Emergency Aid Program (HEAP) funding, and through successfully being awarded a Proposition 47 grant. Additionally, progress has been made on site development: the site has been cleared; sidewalks have been installed along all street-facing sides of the property; and inside paving and utility connections will be complete by July 2019. Lastly, staff continues to undertake community engagement work on implementation of the Center, including at the Community Services Commission meeting on February 20, 2019, and a community meeting in the industrial area on April 24, 2019.

In anticipation of opening the Center this fall, it is important to determine which homeless individuals in Hayward will be targeted for the initial and ongoing available 45 beds at the Center. Staff recommends prioritizing placement by conducting outreach and placement in the Center to homeless residents of Hayward in areas that are highly impacted by homelessness, measured through data collected from Access Hayward and the experiential knowledge of Hayward Police Department and Maintenance Services staff. Using these data sources, staff have identified several geographic regions in Hayward that are highly impacted by homelessness that BACS should focus outreach in.

Staff presented this approach to the Housing and Homelessness Task Force (HHTF) on June 6, 2019. Feedback from the members of the Task Force is included in this report.

BACKGROUND

In June 2018, the State approved \$500 million in one-time Homeless Emergency Aid Program (HEAP) funding to assist local jurisdictions in addressing their homeless challenges. As required by the State to receive HEAP funding, the City of Hayward adopted Resolution No. 18-207 declaring an emergency homeless shelter crisis on October 2, 2018. A special City Council meeting was held on January 7, 2019, in which Hayward Councilmembers toured the Berkeley STAIR Center to evaluate its potential as a model for Hayward. On January 22, 2019, Council approved the actions necessary to fund and implement the Center for a year, which will include outreach services, short-term housing, as well as case management and housing placement services for 45 homeless individuals at a time on a City-owned parcel located at the corner of Depot Road and Whitesell Street. This model has proven to be successful in Berkeley in moving homeless individuals off the street and successfully placing them into permanent housing.

DISCUSSION

Since the January 22, 2019 Council approval to implement the Center, an operator for the Center has been selected, site development is underway, and staff continue to undertake community engagement work. Staff anticipate construction to be complete by July 2019 and anticipate opening the Center in Fall 2019.

Updates since January 22, 2019 Council Approval

Selection of Operator

In February, BACS was selected as the nonprofit operator for the Center. Staff released a Request for Information on January 23, 2019 and closed the application window on February 6, 2019. A panel of reviewers was convened, comprised of staff from Community Services, Police Department, Planning, and Finance. Staff unanimously recommended BACS based on their relevant experience operating the similar Berkeley STAIR Center and providing a number of services to homeless individuals at locations in Hayward, the quality of their application, positive working relationship to date, and their ability to quickly staff and operate the Center. Staff has finalized the scope of work with BACS and will enter into contract upon award of HEAP funds from the County of Alameda. On May 16, 2019, the County notified jurisdictions that HEAP agreements are anticipated to be sent by June 5, 2019.

Additional Funding

Staff continues to identify outside sources of funding to supplement ongoing operational costs. In early June, the City was notified that it was successful at being awarded a Proposition 47 grant, which will result in \$1,000,000 across four years to help offset the Center's operational costs.

Site Development

Additionally, significant progress is being made on development of the site. The site has been cleared; sidewalks have been installed along all street-facing sides of the property; and inside paving and utility connections will be complete by July 2019. Attachment II provides photos of site development plans. In working with the nonprofit organization HomeAid, staff has also secured plant and material donations to help offset start-up costs, and will continue to solicit in-kind and material donations for the Center from the business and larger Hayward community throughout the month of June. The landscape architect, Gates & Associates, via their affiliation with HomeAid, prepared a site plan for the City pro bono to illustrate the layout of the proposed Center (Attachment III).

Community Engagement

Staff continues to undertake community engagement work on implementation of the Center, including at the February 20, 2019 Community Services Commission meeting to solicit feedback from Commissioners, and a community meeting in the industrial area on April 24, 2019. The community outreach meeting was hosted at Life Chiropractic West, located in the Industrial area nearby the site location. A notice was mailed to all property owners and tenants located in the Industrial area.¹ In total, 1,293 property owners and tenants were directly noticed of the meeting. Additionally, a press release and meeting notice was published on the City of Hayward website on April 14, 2019. Staff also coordinated with the Hayward Chamber of Commerce. In total, 17 individuals attended the meeting. Several attendees shared support of the Center, and inquired about the intake and assessment process. A website page has been created to provide the community easily accessible information and updates on the Center: <https://www.hayward-ca.gov/content/hayward-housing-navigation-center>.

Approach for Prioritizing Outreach for Hayward Housing Navigation Center

In anticipation of opening the Center this fall, it is important to determine which homeless individuals in Hayward will be targeted for the initial and ongoing available 45 beds at the Center. Staff recommends prioritizing placement by conducting outreach and placement in the Center to homeless residents of Hayward in areas that are highly impacted by homelessness, measured through data collected from Access Hayward and the experiential knowledge of Hayward Police Department and Maintenance Services staff.

Using data from Access Hayward, staff have identified areas in Hayward that receive high levels of complaints, that have frequent contact with Maintenance Services and the Police Department, and that have high levels of reported crimes resulting from being unhoused. Additionally, Maintenance Services and Police Department staff, whom are often the first responders to homelessness in Hayward, have provided input as to specific locations that may not be reflected through Access Hayward data but that have high concentrations of unhoused people or large encampments.²

¹ As defined as the area between W. Winton Ave. and Jackson St., bounded by Industrial Pkwy. and Whitesell St./Cabot Blvd.

² Staff recognizes that Access Hayward is a complaint-based system, and as such, may or may not reflect areas of most need for unhoused people. Data collected through Access Hayward often reflects the most visible areas of homelessness

Using these data sources, staff have mapped out the geographic regions in Hayward that are highly impacted by homelessness and will be used to identify the areas that BACS should focus their outreach in (Attachment IV). Staff have identified the following geographic areas to focus outreach in order of priority:

- Between A St. and Foothill at Mission, bounded by Foothill Blvd. and Mission Blvd. (Downtown Hayward)
- West A Street at Hathaway Ave.
- Between W. Winton Ave. and Jackson St., bounded by Industrial Pkwy. and Whitesell St./Cabot Blvd. (adjacent Industrial business area)
- Between A St. and Jackson St., bounded by Alice St. and Mission Blvd.
- Between Tennyson Rd. and Industrial Pkwy., bounded by Huntwood Ave. and Mission Blvd.³
- Harder Rd. at Huntwood Ave.
- Between Jackson St. and Orchard Ave., bounded by Mission Blvd. and Jackson at Cypress

Using this map, BACS will be responsible for conducting outreach to homeless Hayward residents and conducting intake and assessment for fit at the Center. The provided geographic bounds are not intended to limit outreach, but to provide defined prioritized locations for BACS to target their outreach in. Upon vacancy following the initial 45 placements, BACS will continue to use the proposed approach for outreaching to homeless individuals in Hayward. A designated City staff member within the City Manager's Office will be responsible for coordinating with BACS to identify evolving target outreach areas and key clients for outreach and engagement.

In addition to the above criteria, given the vast overrepresentation of people of color in the homeless population, and the City's commitment to addressing racial disparities, staff recommends that BACS focus its outreach on minority populations disproportionately affected by homelessness, including Black/African American (11% of Hayward's overall population, 24% of Hayward's homeless population) and American Indian (0.3% of Hayward's overall population, 7% of Hayward's homeless population).

The proposed prioritization approach is the result of significant coordination among an interdepartmental team of staff to help design and implement this project. The team is comprised of staff from Maintenance Services, Police, Utilities and Environmental Services, Public Works, Development Services, the City Attorney's Office, Information Technology, Animal Services, Fire, and the City Manager's Office.

On June 6, 2019, staff presented this approach to the HHTF. The following feedback was received:

and may not capture the true breadth of unseen homelessness in Hayward. Staff also recognizes that Access Hayward may not be utilized equally by all, which may skew data towards the most frequent users of the system.

³ Including the Mission Hills Golf Course.

1. Include individuals experiencing homelessness in homeless policy development.

It was requested that staff include individuals experiencing homelessness in policy development to ensure the policies the City is creating are responsive to the needs of the affected population. Staff informed the HHTF that they consulted with BACS on the development of the prioritization approach and relied on the expertise of BACS to use their knowledge running navigation centers, as well as their experience working with the homeless community in Hayward to represent these perspectives and voices. That said, staff will consult with individuals experiencing homelessness directly in policy development.

2. Collaborate with community partners to leverage existing services, knowledge, and resources within the community.

It was suggested that BACS collaborate with the existing homeless service network in Hayward to leverage existing resources in the community. Staff has previously and will again discuss with BACS exploring partnerships with service providers in the community to prioritize the targeted individuals.

3. Work with Police Department, Maintenance Services, and community partners to identify specific people who would be good candidates for the Navigation Center

It was requested that staff work with Police Department and Maintenance Services staff and community agencies, including Downtown Streets, Inc., Abode, and others, to provide BACS with specific individuals in Hayward who would be good candidates with the Navigation Center. Staff has previously spoken to Police about gathering a list of people who are frequently in contact with the Department and who have expressed interest in housing placement. Staff will coordinate with community partners to receive individual recommendations.

4. Monitor BACS on an ongoing basis.

It was recommended that staff monitor BACS on an ongoing basis, including financial monitoring and program effectiveness. Staff has included performance metrics in the BACS agreement, and will conduct ongoing program monitoring and evaluation. As part of every City agreement, the City may terminate the agreement if the contractor fails to fulfill its obligations in a timely and proper manner.

5. Prioritize women with children and seniors.

It was recommended that given domestic violence is a common cause of homelessness that women and children be given priority at the Center, and that the growing aging population in Hayward also be given priority at the Center. The program model does not currently support children, and given that the two existing shelters in Hayward now serve women and children, staff recommend that the Center continue to prioritize adults with equal prioritization to men and women. Staff recommends that BACS prioritize placement to vulnerable populations, including but not limited to seniors, domestic violence survivors, and people of color.

6. Provide a restroom in every sleeping unit.

It was recommended that every sleeping unit contain a restroom to ensure safety and privacy for residents. In the current site plan, sleeping units do not have restrooms and the restroom is in its own standalone building. Additionally, the cost of having a restroom in sleeping units would be cost prohibitive and would have limited the budget for operations and services.

7. Explore options for long-term financial sustainability.

It was requested that, in partnership with BACS, staff explore options for long-term financial sustainability. Staff absolutely agrees and has already identified new funding sources for the Center, including Proposition 47 funding (which was successfully awarded to the City), community fundraising, procuring other grants, and leveraging community partnerships.

FISCAL IMPACT

The start-up costs are estimated at approximately \$500,000 and one year of operations is estimated at \$2.5 million, totaling up to \$3 million for the first single year of operation. The City of Hayward's application to the County of Alameda for HEAP funds was approved by the County in the amount of \$1,776,339. In addition to the \$1.78 M in HEAP funds, Council has authorized the use of up to \$1.3M in sale proceeds from sale of the former 238 properties- Parcels 1 and 10.

When the Proposition 47 funding is awarded, the City would be awarded \$1M across four years, and proposes to use \$500,000 of these funds in Year 1. This award reduces the City's share of funding from 238 sale proceeds to \$800,000.

Year 1 - Funding Source	Amount
Hayward's HEAP Award	\$1,776,339
Proposition 47 Award (Pending)	\$500,000
Sale Proceeds from 238 Parcels 1 & 10	<u>\$800,000</u>
Total Cost – Not to Exceed	<u>\$3,076,339</u>

STRATEGIC INITIATIVES

This agenda item supports the Complete Communities Strategic Initiative. The purpose of the Complete Communities initiative is to create and support structures, services, and amenities to provide inclusive and equitable access with the goal of becoming a thriving and promising place to live, work and play for all. This item supports the following goal and objective:

Goal 1: Improve quality of life for residents, business owners, and community members in all Hayward neighborhoods.

Objective: Create resilient and sustainable neighborhoods.

NEXT STEPS

Staff anticipates the Center opening in Fall 2019. Staff will return to the Commission in February 2020 to provide a six-month update to Commissioners.

Prepared by: Jessica Lobedan, Management Analyst II

Recommended by: Jennifer Ott, Deputy City Manager

Approved by:

Kelly McAdoo, City Manager



BEFORE

PROPERTY FRONTAGE: (ALONG DEPOT ROAD)



AFTER

PROPERTY FRONTAGE: (ALONG DEPOT ROAD)



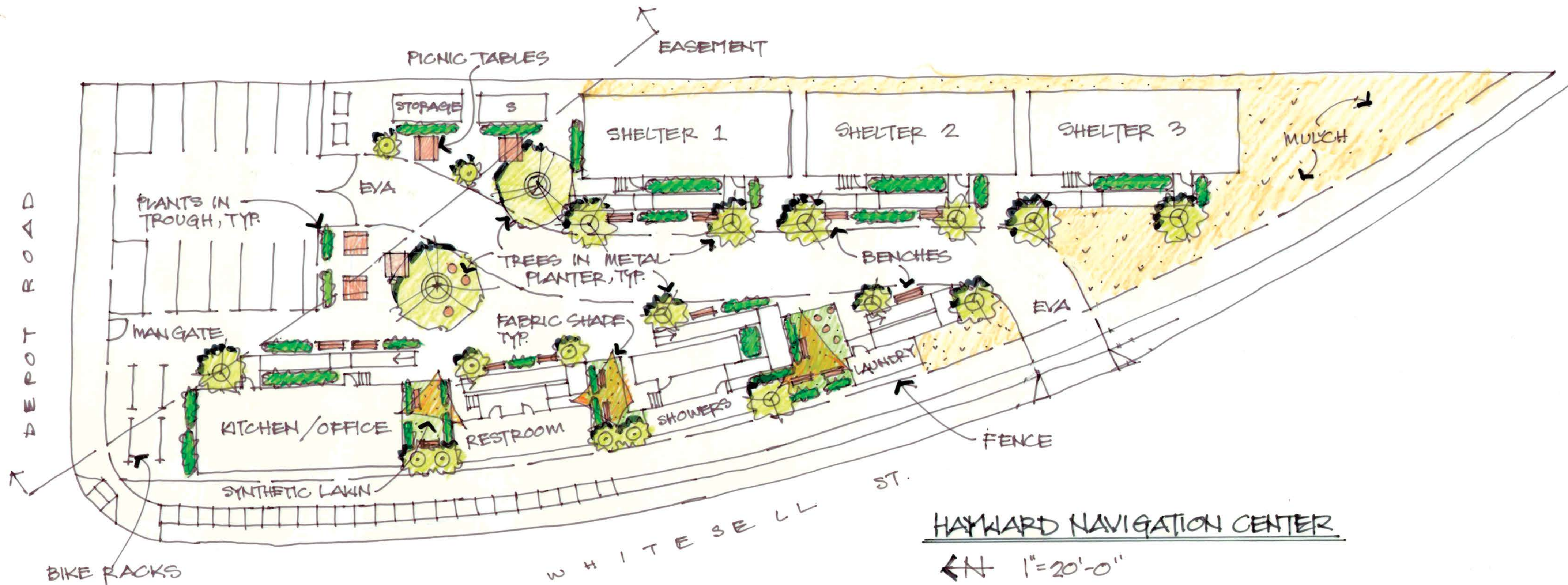
BEFORE

LOOKING AT THE SOUTHEAST CORNER OF DEPOT ROAD & WHITESELL STREET
(UNFINISHED SECTION OF RELIEVER ROUTE PROJECT)



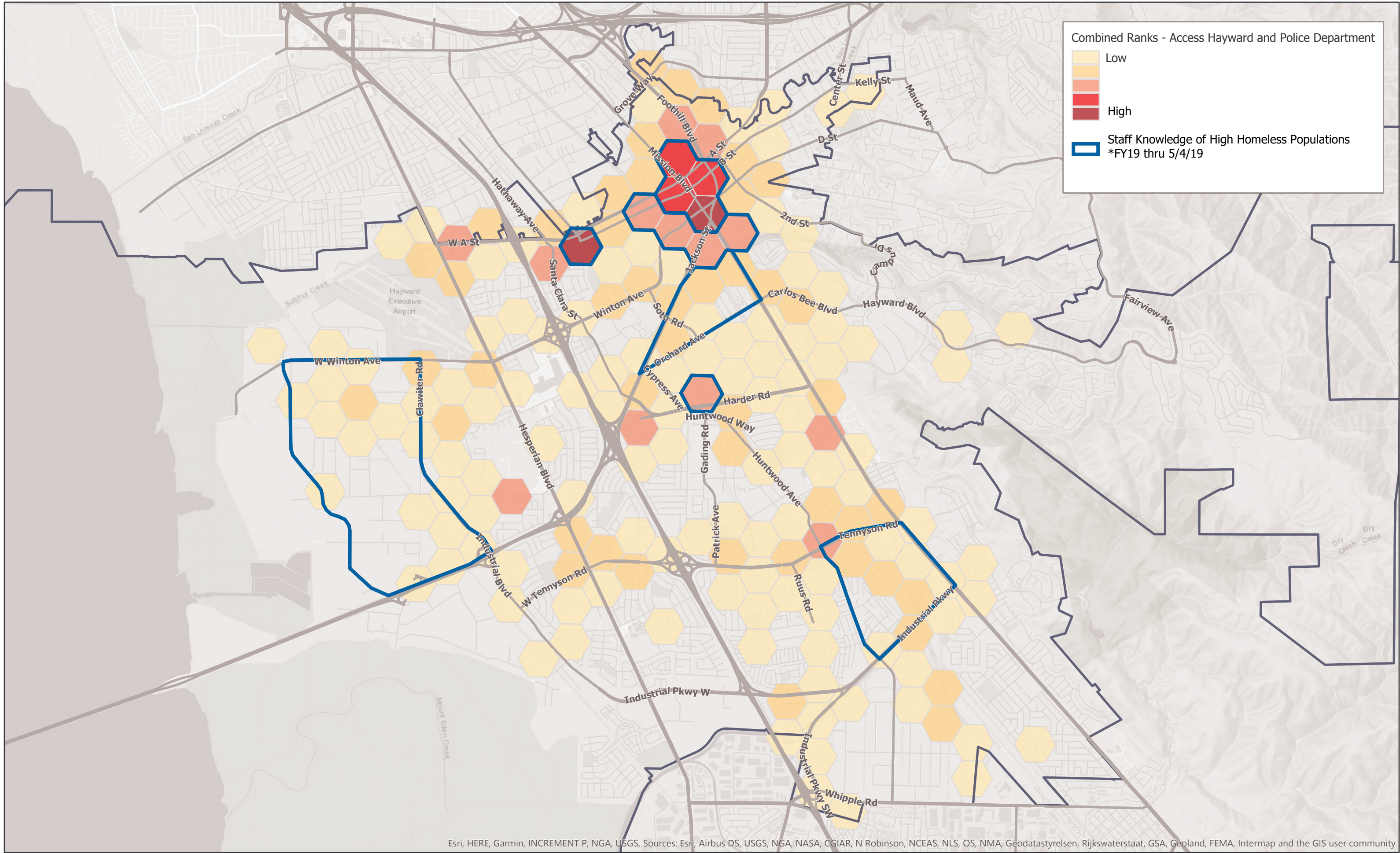
AFTER

LOOKING AT THE SOUTHEAST CORNER OF DEPOT ROAD & WHITESELL STREET
(UNFINISHED SECTION OF RELIEVER ROUTE PROJECT)





Prioritized Areas for Navigation Center Outreach





CITY OF HAYWARD

Hayward City Hall
777 B Street
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File #: RPT 19-308

DATE: June 19, 2019

TO: Community Service Commission

FROM: Community Services Manager

SUBJECT

Community Development Block Grant Timeliness Update

RECOMMENDATION

That the Community Services Commission reviews recent projects completed to meet timeliness.

SUMMARY

The CDBG program annually provides formula entitlement grants to states and local governments with populations greater than 50,000. Annually on May 2, HUD conducts a point-in-time measure to assess an entitlement community's timely use of CDBG funds. To meet this "timeliness ratio," communities must have no more than 1.49 times their current program year entitlement in fund reserves.

In December 2018, staff sought guidance from Council and approval of a contingency plan to re-allocate up to \$1.75M in available CDBG funds to eligible projects. After successfully spending down the City's CDBG fund balance, the City's current timeliness ratio is 1.27, and by the end of the Fiscal Year will be below 1.0. In total across FY 2019, the City of Hayward spent \$4.6M in CDBG funds to create and maintain affordable housing, prevent homelessness, provide services for low-income individuals and families, improve public facilities, and create economic development opportunities for all.

ATTACHMENTS

Attachment I Staff Report



DATE: June 19, 2019

TO: Community Services Commission

FROM: Community Services Manager

SUBJECT: Community Development Block Grant Timeliness Update

RECOMMENDATION

That the Community Services Commission reviews recent projects completed to meet timeliness.

SUMMARY

The CDBG program annually provides formula entitlement grants to states and local governments with populations greater than 50,000. Annually on May 2, HUD conducts a point-in-time measure to assess an entitlement community's timely use of CDBG funds. To meet this "timeliness ratio," communities must have no more than 1.49 times their current program year entitlement in fund reserves.

In December 2018, staff sought guidance from Council and approval of a contingency plan to re-allocate up to \$1.75M in available CDBG funds to eligible projects. After successfully spending down the City's CDBG fund balance, the City's current timeliness ratio is 1.27, and by the end of the Fiscal Year will be below 1.0. In total across FY 2019, the City of Hayward spent \$4.6M in CDBG funds to create and maintain affordable housing, prevent homelessness, provide services for low-income individuals and families, improve public facilities, and create economic development opportunities for all.

BACKGROUND

In December 2018, with a timeliness ratio of over 3.5, staff sought guidance from Council and approval of a contingency plan to re-allocate up to \$1.75M in available CDBG funds to eligible projects in order to reach timeliness. Under Council direction, several projects were funded, bringing the City's current timeliness ratio down to 1.27.

Additional background information on timeliness can be found online from the December 18, 2018¹ City Council meeting.

¹ December 18, 2018 Hayward City Council Meeting:

<https://hayward.legistar.com/LegislationDetail.aspx?ID=3784503&GUID=EB7476E1-71C0-4A22-805C-FF6BFFEC3484&Options=&Search=>

DISCUSSION

In December 2018 staff sought guidance from Council and approval of a contingency plan to re-allocate up to \$1.75M in available CDBG funds to eligible projects in order to reach timeliness. Under Council direction, the following key projects were funded, bringing the City's current timeliness ratio down to 1.27:

- **Mia's Dream Come True Playground (\$1,096,000):** Mia Vasquez was born with a severe form of Cerebral Palsy. In 2016, Mia's parents approached HARD and the HARD Foundation to consider building an all-inclusive playground for children like Mia to be able to play. The Mia's Dream playground is an all-inclusive playground for children of all abilities to enjoy. Mia's Dream has been master-planned for the Tennyson Park site in the Tennyson Corridor, one of the most disadvantaged areas in Alameda County and a priority of the City Council. The purpose of building the one-acre all-inclusive playground is to provide health, wellness, and safety to 'all' with an emphasis on those with disabilities who lack resources and ability to be mobile, exercise, and play. In FY 2019, the City awarded a total of \$1,096,000 in CDBG funds for development and construction of the Mia's Dream Playground.
- **Matsya Family Villas (\$238,951):** Matsya Family Villas will create 57 apartments for low-income and extremely low-income households. Of these 57 units, 11 will be set-aside for extremely low-income and/or homeless units. In FY 2019, the City awarded a \$238,951 in CDBG funds for clearance and demolition of the site to become Matsya Family Villas.
- **Depot Road Micro Apartments (\$91,400):** The Depot Road Micro Apartments project will create 126 micro apartments for low-income and extremely low-income people with on-site coordination of mental-health, addiction, employment, and other social and support services. To be developed by Abode Services development affiliate Allied Housing, the project would reserve 31 units for homeless people and 31 for people living with mental-health disabilities. In FY 2019, the City awarded \$91,400 for planning costs related to the development of the Depot Road Micro Apartments.
- **2019 EveryOne Home Point-in-Time Homeless Count (\$28,200):** Every two years, during the last 10 days of January, communities across the country conduct comprehensive counts of the local population experiencing homelessness. The biennial Point-in-Time Count is the only source of nationwide data on sheltered and unsheltered homelessness, and it is required by the U.S. Department of Housing and Urban Development (HUD) of all jurisdictions that are receiving federal funding to provide housing and services for individuals and families experiencing homelessness. The City worked with EveryOne Home to receive a comprehensive report on homelessness in Hayward to better inform our policies and services moving forward. In FY 2019, the City awarded \$28,200 for a comprehensive report from EveryOne Home on the results of the 2019 Point-in-Time Count.

In addition to the above projects approved by Council in December 2018, the City administered CDBG funds for public services, infrastructure improvements, housing rehabilitation, acquisition of real property, and economic development activities. Thus far, through FY 2019, the City spent \$4.6M in CDBG funds to create and maintain affordable housing, prevent homelessness, provide services for low-income and individuals and families, improve public facilities, and create economic development opportunities for all.

NEXT STEPS

Staff will continue working with the City's CDBG consultant to review the City's CDBG policy and procedures to assist the City in reaching timeliness annually.

Prepared by: Jessica Lobedan, Management Analyst II

Recommended by:

Approved by:

Jennifer Ott, Deputy City Manager



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Hayward, CA 94541
www.Hayward-CA.gov

File #: RPT 19-310

DATE: June 19, 2019

TO: Community Service Commission

FROM: Community Services Manager

SUBJECT

2019 / 2020 Agenda Planning Calendar

RECOMMENDATION

That the Community Services Commission reviews and adopts the 2019/2020 Agenda Planning Calendar and provides comments.

SUMMARY

For the Community Services Commission (CSC) consideration, staff has revised the proposed Meeting Schedule Calendar for FY 2019/2020 with Agenda topics and dates listed below. The agenda topics were compiled based on comments at previous CSC meetings. This calendar will be on each CSC meeting agenda for review and to ensure any updates are incorporated.

ATTACHMENTS

Attachment I - Staff Report



DATE: June 19, 2019

TO: Community Services Commission

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SUBJECT: 2019 / 2020 Agenda Planning Calendar

RECOMMENDATION

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DISCUSSION

For the Community Services Commission (CSC) consideration, staff has revised the proposed Meeting Schedule Calendar for FY 2019/2020 with Agenda topics and dates listed below. The agenda topics were compiled based on comments at previous CSC meetings. This calendar will be on each CSC meeting agenda for review and to ensure any updates are incorporated.

FY 2019-2020 COMMUNITY SERVICES COMMISSION AGENDA PLANNING CALENDAR
JULY 17, 2019 – NO MEETING
Meeting Cancelled
AUGUST 2019 – NO MEETING
Recess
SEPTEMBER 18, 2019
Point in Time Count Debrief
Community Agency Funding Review Committee Recommendations
September 27, 2019 – 30 Day Notice of Funding Availability
OCTOBER 16, 2019
October 29 Bidder's Conference
NOVEMBER 20, 2019
Bidder's Conference De-brief and ARC Selection
Strategic Planning Updates
DECEMBER 18, 2019
By-Law Review
FYI: No Meeting 3 rd Wednesday in January (ARCs)
JANUARY 2020 – NO MEETING
FYI: ARC Interviews Scheduled for Saturday, January 25 th
FEBRUARY 19, 2020
Government Alliance for Race and Equity (GARE) Update
Hayward Housing Navigation Center Update
FY 2020 – 2021 Community Agency Funding Process CSC Draft Funding Recommendations
FYI: OPEN: Public Comment Period
FYI: ARC Interviews Scheduled for Saturday, February 1 st
MARCH 18, 2020
2020 Census Update
FY 2020 – 2021 Community Agency Funding Process CSC Final Funding Recommendations
FYI: END: Public Comment Period
FYI: 30-Day Notice: City Council Public Hearing FY 2020-2021 Funding Recommendations
APRIL 2020 – NO MEETING
FYI: April XX: City Council Work Session
FYI: April XX: City Council Public Hearing and Adoption of Funding Recommendations
MAY 20, 2020
Debrief FY 2020 – 2021 Community Agency Funding Process
Review of CSC By-laws for FY 2020-2021
JUNE 17, 2020
Adoption of FY 2020-2021 Agenda Calendar

NEXT STEPS

Upon consideration and approval by the Commission, staff will schedule items accordingly for future CSC meetings.

Prepared and Recommended by: Monica Davis, Community Services Manager

Approved by:

Jennifer Ott, Deputy City Manager