

**FREMONT CITIZENS ADVISORY COMMITTEE MEETING**

*MINUTES*

**Training Room**  
**3300 Capitol Avenue, Building A**  
**Thursday, March 8, 2018**  
**6:00 p.m.**

1. SECRETARY CALL FOR QUORUM

2. CALL TO ORDER

3. ROLL CALL

The meeting was called to order at 6:00 p.m.

Present: Mary Miller, Nancy Benton, Beny Jain, Tom Litto, Greg Roth, Cynthia Schick

Staff: Suzanne Shenfil, Leticia Leyva, Shanti Jeyakumar

Absent: Lucia Hughes

4. APPROVAL OF MINUTES of February 26, 2018 meeting

*A motion was made by Committee Member Schick and seconded by Committee Member Benton to accept the minutes of February 26, 2018.*

*Ayes: Committee Members: Miller, Litto, Jain and Roth*

*Noes: None*

5. OLD BUSINESS

5.1 FY 2018-2020 CDBG Funding Process – Recommendations to Council

**Background:** On January 25, 2018, staff received eight proposals for CDBG capital, housing public service and microenterprise funding, totaling \$2,702,749. There is approximately \$2.2 million in funding available for disbursement for these projects in FY 2018/19 and FY 2019/2020.

HS Director Shenfil went over the agenda green sheet.

- Staff recommended an allocation of \$10,000 in FY 2018/19 CDBG funds and \$12,000 in FY 19/20 CDBG funds to cover project specific environmental review costs.
- HS Director Shenfil also clarified that should the actual FY 18/19 CDBG funding allocation be lower than staff's estimate, staff recommends that funding for recommended projects would be reduced by proportionate percentage across-the-board. Conversely, should the actual allocation be higher than staff's anticipation, the surplus funds would be reserved

for emerging projects and/or rollover to the FY 19/20 funding cycle for allocation.

Committee Members were provided scoring criteria to evaluate each agency, which they utilized when they scored each proposal. Staff presented a tabulation showing cumulative scores, ranked by the final average score for each agency and used that as a starting point for discussions.

While considering various funding scenarios, staff explored the possibility of funding CURA & SAVE in FY 2019-2020. On checking with CURA, they explained that the driveway and patio pavement was not ADA compliant due to cracks and bumps on the driveway, which are tripping hazards. Alameda County ADA office had notified them that this needed to be set right as soon as possible.

Staff contacted SAVE, who said the bathroom renovations could wait for FY 2019-2020.

After discussions and deliberations, CAC and staff finalized following funding recommendations. The recommendations were fully in line with CAC scores.

**CURA:** Due to the urgency with regard to ADA compliance, CURA was being funded fully for FY 2018-2019.

**SAVE:** CAC and staff reviewed SAVE's proposal and bids and estimated that \$25,000 would cover the bathroom remodel.

**Tri-City Health Center:** CAC and staff concurred that it would not be the best use of CDBG funds to fund Tri-City Health. Main Street Village (MSV) residents would be able to obtain services from the clinic located within walking distance at Irvington, if they are unable to do so in the clinic attached to MSV.

**RCD:** CAC and staff recommended funding \$1,075,000 to this project.

**Habitat for Humanity:** CAC and staff recommended funding \$200,000 for FY 2018-2019 and \$250,000 for FY 2019-2020.

**Micro-Enterprise Projects:** CAC and staff recommended funding the full amounts requested by 4Cs and Afghan Coalition.

**Project Sentinel:** CAC and staff recommended \$110,000 for FY 2018-2019 and \$106,000 for FY 2019-2020.

**Project related staff costs:** CAC and staff recommended \$10,000 for FY 2018-2019 and \$12,000 for FY 2019-2020 towards project specific environmental review costs.

<b>Citizens Advisory Committee- CDBG Funding Recommendations FY 2018/2019 &amp; 2019/2020</b>					
<b>\$</b>	<b>268,000</b>	<b>Amount Requested</b>	<b>Amount Requested</b>	<b>Staff Recs</b>	<b>Staff Recs</b>
		<b>FY 2018-2019</b>	<b>FY 2019-2020</b>	<b>FY 2018-2019</b>	<b>FY 2019-2020</b>
<b>Capital Funding Requested</b>					
		\$ 80,000	\$ -	\$ 80,000	
		\$ 38,500	\$ -	\$ 25,000	
		\$ 425,000	\$ -		
		\$ 1,300,000	\$ -	\$ 1,075,000	
		\$ 250,000	\$ 250,000	\$ 200,000	\$ 250,000
				\$ 10,000	\$ 12,000
<b>Microenterprise Funding Requested</b>					
		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
<b>TOTAL:</b>		<b>\$ 2,163,500</b>	<b>\$ 320,000</b>	<b>\$ 1,460,000</b>	<b>\$ 332,000</b>
<b>Capital &amp; Microenterprise Funds Available:</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,000</b>	<b>\$ -</b>

<b>\$</b>	<b>-</b>	<b>Amount Requested</b>	<b>Amount Requested</b>	<b>CAC Recs</b>	<b>CAC Recs</b>
		<b>FY 2018-2019</b>	<b>FY 2019-2020</b>	<b>FY 2018-2019</b>	<b>FY 2019-2020</b>
<b>PS &amp; Admin Funding Requested</b>					
		\$ 110,137	\$ 109,112	\$ 110,000	\$ 106,000
		<b>\$ 110,137</b>	<b>\$ 109,112</b>		
<b>Public Service Funding Available:</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Based on the above, a motion was made by Committee Member Schick, seconded by Committee Member Litto to present the following recommendations to the City Council at their meeting on April 17, 2018. The motion was approved by Committee Members Miller, Jain, Benton and Roth, and so ordered.

1. Funding recommendations to agencies per the chart above, including the project related staff costs for environmental review.
2. Funding for recommended projects would be reduced proportionately if actual FY 2018-2019 and 2019-2020 CDBG funding allocation is lower than staff's estimate. If actual allocations are higher, surplus funds will be reserved for emerging projects and/or rolled over to the FY 2019/2020 funding cycle for allocation.

## 6. NEW BUSINESS

HS Director Shenfil apprised the CAC of a Study Session with the City Council on the issue of homelessness on April 17<sup>th</sup>, 2018, and invited them to attend.

## 7. ADJOURN

There being no further business, a motion was made by Committee Member Roth, seconded by Committee Member Litto to adjourn the meeting at 6:45 p.m.

*Ayes: Committee Members: Benton, Jain, Miller, and Schick*  
*Noes: None*