

**FREMONT CITIZENS ADVISORY COMMITTEE
REGULAR MEETING
AGENDA
April 8, 2021
6:00 p.m.
Virtual Zoom Meeting**

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 2 working days in advance of the meeting by contacting the Human Services Department at (510) 574 2050

For information on current agenda items please contact the Human Services Department at (510) 574 2061

Para información en español, por favor llame a Leticia Leyva at (510) 574-2072

The Public may watch and/or participate in the public meeting by joining the meeting through the Zoom Video conference link provided below. The public may also join the meeting by calling the below listed teleconference phone number. Further instructions on how to make public comments throughout the videoconference or teleconference will be provided at the meeting.

HOW TO JOIN OR MAKE A PUBLIC COMMENT ONLINE OR BY PHONE: The meeting will begin at 6:00pm PST. Whether you participate online or by phone, you may wish to "arrive" early so that you can address any technology questions prior to the start of the meeting.

ONLINE: <https://zoom.us/j/93258163246>

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BY PHONE: US: +1 669 900 9128, Webinar ID: 932 5816 3246

International numbers available: <https://zoom.us/u/ac5MplpbUz>

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES OF MARCH 12, 2020 AND MARCH 22, 2021 MEETINGS

4. NEW BUSINESS
Appointment of Chair and Vice-Chair
5. OLD BUSINESS

5.1 FY 2021-2022 Community Development Block Grant (CDBG) Funding – Applicant Interviews, Public Hearing, and Provide Funding Recommendations

BACKGROUND: On March 11, 2021 staff received the following CDBG capital project proposal via ZoomGrants:

- Fremont Family Resource Center ADA Project, totaling \$519,078
- During the FY 2020-2022 CDBG Funding process, Bay Area Community Health (Tri-City Health Center at that time), was granted \$137,000 for the Mowry III Clinic renovation.

Subsequently at the May 12, 2020 Council meeting, this amount was deferred to be considered during the FY 2021-2022 funding process.

Staff estimates there will be approximately \$743,382 for funding.

Staff and CAC independently reviewed the proposals and developed supplementary questions at the March 22nd meeting. Staff sent the questions to the agencies on March 23, 2021 and agencies' responses were provided to CAC members on March 26th.

Staff provided CAC members with a Scoring Guide which assists the members in assigning scores to each proposal. The collective scoring of all the members will be used as a starting point to develop funding recommendations. CAC will also interview applicants to ask any remaining questions and the answers from applicants will also be used to develop funding recommendations.

Recommendation: Hold interviews with applicants, review proposals with staff, hold a public hearing for input on funding recommendations, and provide funding recommendations to be presented to the City Council.

6. ADJOURN

FREMONT CITIZENS' ADVISORY COMMITTEE MEETING

MINUTES

Training Room

3300 Capitol Avenue, Building B

Thursday, March 12, 2020

6:00 p.m.

1. SECRETARY CALL FOR QUORUM

2. CALL TO ORDER

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

3. ROLL CALL

Present: Mary Miller, Beny Jain, Tom Litto, Cynthia Schick, Preeti Kristipati, James Boomer

Antonio Birbeck-Herrera teleconferenced via GoToMeeting

Staff: Suzanne Shenfil, Nancy Sa, Leticia Leyva, Shanti Jeyakumar

4. APPROVAL OF MINUTES of March 5, 2020 meeting

A motion was made by Committee Member Schick and seconded by Committee Member Litto to accept the minutes of March 5, 2020.

| Yes | No | Absent |
|-----------------|----|--------|
| Birbeck-Herrera | | |
| Boomer | | |
| Jain | | |
| Kristipati | | |
| Litto | | |
| Miller | | |
| Schick | | |

5. OLD BUSINESS

5.1 FY 2020-2022 CDBG Funding Process

Staff and CAC reviewed eleven proposals submitted by agencies and prepared additional questions to further clarify the proposal. Responses from agencies were received by February 18, 2020. CAC Members and Staff interviewed applicant agencies according to a pre-determined interview schedule.

6. NEW BUSINESS

6.1 FY 2020-2022 CDBG Funding – Recommendations to Council

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.

Staff had worked out a possible funding scenario and presented the spreadsheet to the Members. Department Director Shenfil explained that because of the paucity of CDBG funds available, staff is exploring the possibility of allocating HOME funds for eligible affordable housing projects. Staff Member Sa said she would check with MidPen to go over the eligibility requirements and gauge MidPen’s interest in this. She will also discuss with MidPen to see how many restrooms could be rehabilitated with \$200,000 HOME funds.

After discussions and deliberations, CAC and staff finalized the following funding recommendations.

| Citizens Advisory Committee CDBG Funding Recommendations FY 2020/2021 & 2021/2022 | | | | |
|--|---------------------|-------------------|----------------------|-------------------|
| -\$166,681.00 | Requested | | Staff Recommendation | |
| | FY 2020-2021 | FY 2021-2022 | FY 2020-2021 | FY 2021-2022 |
| Capital Funding Requested | | | | |
| Abode - SRV Restroom Restoration | \$ 289,681 | \$ - | \$ 123,000 | \$ 166,681 |
| Centerville - Refrigeration Replacement | \$ 120,000 | \$ - | \$ 120,000 | \$ - |
| City of Fremont - FRC Roof Replacement | \$ 550,000 | \$ - | \$ 550,000 | \$ - |
| Habitat for Humanity EB/SV - Housing Rehab | \$ 250,000 | \$ 250,000 | \$ 250,000 | \$ 250,000 |
| MidPen Housing - Avelina Rehabilitation | \$ 688,386 | \$ - | \$ 200,000 | \$ - |
| Narika - Transitional Housing | \$ 1,150,000 | \$ - | \$ - | \$ - |
| Tri-City Health - Mowry III Clinic Renovation | \$ 350,000 | \$ - | \$ 137,000 | \$ - |
| TOTAL: | \$ 3,398,067 | \$ 250,000 | \$ 1,180,000 | \$ 416,681 |
| Microenterprise Funding Requested | | | | |
| Afghan Coalition | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| 4C's of Alameda County | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| Narika | \$ 50,000 | \$ 50,000 | \$ - | \$ - |
| TOTAL: | \$ 130,000 | \$ 130,000 | \$ 80,000 | \$ 80,000 |
| Capital & Microenterprise Funds Available: | | | \$ (166,681) | \$ - |

| \$ - | Requested | | Staff Recs | |
|--|-------------------|-------------------|--------------|--------------|
| | FY 2020-2021 | FY 2021-2022 | FY 2020-2021 | FY 2021-2022 |
| Housing Public Service | | | | |
| Project Sentinel-Fair Housing/Landlord Tenant Services | \$ 118,743 | \$ 118,743 | \$ 113,300 | \$ 113,300 |
| TOTAL: | \$ 118,743 | \$ 118,743 | | |
| Public Service Funding Available: | | | \$ - | \$ - |

CAPITAL PROJECTS:

Abode – Sunrise Village Restroom Restoration Project

Committee Members and Staff concurred on providing \$123,000 for FY 2020-2021 for rehabilitation of the Women's Restrooms and \$166,681 for FY 2021-2022 for rehabilitation of the Men's Restrooms. FY 2021-2022 funding is contingent on Abode providing confirmation of their need of funds at that time and the availability of CDBG funds.

Centerville Free Dining Room Refrigeration Replacement Project

Department Director Shenfil explained that Centerville is one of the few agencies who serves meals to the homeless on a regular basis. The Program is staffed by volunteers who obtain, cook and serve the food. The refrigeration unit needs to be replaced, as the condensation that leaks from the fridge is harming the surrounding wall and floor. Further, with food not being refrigerated sufficiently, it would trigger food code violations.

City of Fremont, Family Resource Center – Roof Replacement Project

Members and Staff concurred that the FRC roof is in bad condition and requires to be replaced.

Habitat for Humanity East Bay/Silicon Valley – Housing Rehabilitation Loan and Emergency Minor Home Repair Program

Staff Member Leyva explained that this program provides emergency repair to low income seniors who would be unable to afford to fix water heaters, leaking roofs, provide accessibility features, etc. on their own. Habitat for Humanity has a proven record of expending the funds. This program ensures preservation of Fremont's housing stock. Moreover, the loans they dispense would come back to the City as program income.

MidPen Housing Corporation, Avelina – Rehab Project

As discussed previously, staff will discuss with MidPen Housing the possibility of utilizing HOME funds for the rehabilitation of the bathrooms at Avelina.

Narika – Transitional Housing Project

Members and Staff felt that the transitional housing project is less "shovel ready" than the other proposals.

Tri-City Health Center – Mowry III Clinic Renovation

Tri-City Health Center was granted \$137,000 of CDBG funds. The CAC and staff hope that Tri-City Health Center will use these funds to leverage additional funds to complete the renovations.

MICROENTERPRISE PROJECTS

Community Child Care Council (4Cs) of Alameda County – Child Care Initiative Project

4Cs was granted the requested amount of \$40,000 for both funding years.

Afghan Coalition – MicroEnterprise Project

Staff and Members were impressed by the progress of the project. Afghan Coalition was granted the requested amount.

Narika – Self Empowerment and Economic Development Workshops

Staff and Members felt that Narika’s microenterprise proposal would have difficulty meeting HUD reporting requirements for a microenterprise project. Staff suggested providing technical assistance to Narika to enable them to submit a more cohesive proposal the next funding process.

HOUSING PUBLIC SERVICE

Project Sentinel – Fremont Fair Housing and Landlord-Tenant Services

Project Sentinel was recommended \$113,300 for each of the funding years.

Based on the above, a motion was made by Committee Member Miller, seconded by Committee Member Kristipati to present the funding recommendations and contingency provisions to the City Council at their meeting on April 7, 2020.

| Yes | No | Absent |
|------------|-----------------|--------|
| | Birbeck-Herrera | |
| Boomer | | |
| Jain | | |
| Kristipati | | |
| Litto | | |
| Miller | | |
| Schick | | |

Contingency Provisions

Staff proposed implementing a contingency plan for any additional funds that the City may receive. The contingency plan proposed by staff is to hold any additional funds to provide gap funding to current projects that are having difficulty being completed due to rising cost of construction. Additional funds may also be held in reserve to be used for emerging projects.

A motion was made by Committee Member Schick, seconded by Committee Member Boomer to provide gap funding to agencies who are unable to complete projects due to insufficient funding.

| Yes | No | Absent |
|------------|-----------------|--------|
| | Birbeck-Herrera | |
| Boomer | | |
| Jain | | |
| Kristipati | | |
| Litto | | |
| Miller | | |
| Schick | | |

7. ADJOURN

There being no further business, a motion was made by Committee Member Miller, seconded by Committee Member Litto to adjourn the meeting at 7:20 p.m.

| Yes | No | Absent |
|-----------------|----|--------|
| Birbeck-Herrera | | |
| Boomer | | |
| Jain | | |
| Kristipati | | |
| Litto | | |
| Miller | | |
| Schick | | |

FREMONT CITIZENS' ADVISORY COMMITTEE MEETING

MINUTES

Zoom Virtual Meeting

Monday, March 22, 2021

6:00 p.m.

1. SECRETARY CALL FOR QUORUM

2. CALL TO ORDER

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

3. ROLL CALL

Present: William Bain, Claudia Bess, Bowen Hou, Beny Jain, Preeti Kristipati, Alyssia Wong.

Arif Mohamed joined the meeting at 7:30 p.m.

Staff: Suzanne Shenfil, Arquimides Caldera, Robert Lopez, Shanti Jeyakumar

4. APPROVAL OF MINUTES of March 12, 2020 meeting

This item was tabled to the meeting on April 5, 2021.

5. OLD BUSINESS

There was no old business to discuss

6. NEW BUSINESS

6.1 **Introduction of Members and Orientation of CDBG Program**

Human Services Director, Shenfil welcomed the new and incumbent members. She provided an overview of the programs managed by the Human Services department. Human Services Deputy Director, Caldera provided a training on the Brown Act. CDBG Administrator Lopez gave a presentation on the complete funding process.

6.2 **FY 2021-2022 Community Development Block Grant (CDBG) Funding – Develop questions for applicant agencies**

Background:

- Staff received one capital project proposal from Family Resource Center for ADA upgrades.
- Funding recommendation of \$137,000 to Bay Area Community Health (formerly Tri-City Health Center) during the FY 2020-2022 CDBG funding

process was deferred to FY 2021-2022 funding, per Council item dated May 12, 2020.

CAC Members were directed to review the two proposals in ZoomGrants and develop questions to clarify proposal discrepancies or proposal responses that were not clear.

Staff and CAC members compiled a list of questions for the two agencies. (Attachment 1). The questions will be sent to agencies by March 23, 2021 with a request to respond by March 26, 2021.

7. ADJOURN

There being no further business, the meeting was adjourned at 8:05 p.m.

DRAFT