



**COMMUNITY DEVELOPMENT COMMISSION**  
**Thursday, December 4, 2008**

**REGULAR MEETING**

**Council Chambers  
Vallejo City Hall  
555 Santa Clara Street**

**7:30 P.M.**

**AGENDA**

**CHAIR**  
Robert Bryant  
**VICE-CHAIR**  
Peggy Cohen-  
Thompson  
**COMMISSION**  
Richard Eschenburg  
Phyllis Harrison  
Earnestine Lawson  
Kathleen O'Sullivan  
Evette Watt

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda

The Commission may adopt the agenda as presented or may rearrange the order of items. Pursuant to the Brown Act, the Commission may not add items to the agenda and the Commission may only discuss items on the agenda.

Recommendation: Approve the agenda.

*Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Commission, will be available for public inspection in the Vallejo Housing and Community Development Division, 200 Georgia Street, Vallejo, CA 94590 at the same time that the public records are distributed or made available to the Commission. Such documents may also be available on the City of Vallejo website at <http://www.ci.vallejo.ca.us>, subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling 707/648-4507.*

*Requests for disability-related modifications or accommodations, aids, or services may be made by a person with a disability to the Vallejo Housing and Community Development Division office, located at 200 Georgia Street, no less than 72 hours prior to the meeting (as required by Section 202 of the Americans with Disabilities Act of 1990, and the Federal rules and regulations adopted in implementation thereof). The Vallejo Housing and Community Development Division may be contacted as follows: Tel: 707/648-4507, Fax: 707/648-5249, or by e-mail: [gricca@ci.vallejo.ca.us](mailto:gricca@ci.vallejo.ca.us).*

*The hearing impaired may call the California Relay Service at (800)735-2922 without a TTY/TDD, or (800)735-2929 with a TTY/TDD.*

**AFFIDAVIT OF POSTING**

I, \_\_\_\_\_, do hereby certify that the I caused to be posted this Meeting Agenda in an area freely accessible to members of the public on \_\_\_\_\_.

\_\_\_\_\_  
Signature

5. Presentations

6. Approval of Minutes

a. Regular Meeting of September 4, 2008

Recommendation: Approve the minutes.

b. Special Meeting of November 6, 2008

Recommendation: Approve the minutes.

7. Communications

8. Community Concerns

This is an opportunity for residents to discuss items not on the agenda that are within the purview of the Commission. The Commission may not discuss or take actions on these items but may require that they be placed on a future agenda. If an item is not within the purview of the Commission, the person may be referred to the appropriate party.

9. Public Hearings

a. Housing and Community Development Needs

The City of Vallejo has adopted a five-year Consolidated Plan. The Plan includes the period beginning July 1, 2005 and ending June 30, 2010. This document is required by the U. S. Department of Housing and Urban Development (HUD) as a condition of receiving certain housing and community development program funds from HUD.

The Consolidated Plan is a document which includes a number of elements. It contains a profile of the affordable housing needs in Vallejo. The Consolidated Plan also includes characteristics of the housing stock; a strategy for housing investment; and annual Action Plans for applying available resources to the needs identified.

The Plan also includes an analysis and identification of priority community development needs for which the City's Federal Community Development Block Grant (CDBG) Program funds may be used, including such things as housing, public improvements including curb ramps, code enforcement, public facilities, and social services.

At least once a year, the City is required to hold a public hearing to receive comments on housing and community development needs in Vallejo, and on proposed housing and community development activities. The purpose of this public hearing is to determine how those needs may have changed from those identified in the Consolidated Plan and what, if any, changes in proposed activities may be appropriate.

For more information, a staff report is also enclosed in the agenda packet.

Recommendation: Conduct a public hearing. No other action will be taken.

10. Committee Reports

11. Chair's Report

12. Staff Report

a. Information Bulletin

Enclosed with the agenda is a copy of the most recent National Community Development Association (NCDA) Newsletter.

Recommendation: This is an informational item only. No action will be taken.

13. New Business

a. Ad Hoc Committee on CDBG Applications for Funding

In November 2008, the City issued a Request for Proposals to non-profit housing and social service agencies for the use of the City's CDBG Program funds in the next Fiscal Year (FY), 2009/2010, (which includes the period beginning July 1, 2009 and ending June 30, 2010). Proposals are due not later than 3:00 p. m. (PST) on Thursday, December 11, 2008.

Staff recommends that the schedule for the selection of non-profit agency proposals recommended for funding by the Commission to the City Council include presentations to an Ad Hoc Committee of the Commission and City staff between January 8, 2009 and February 6, 2009.

After considering these proposals, the Ad Hoc Committee may recommend selected non-profit agencies to the Commission by or before March 5, 2009.

A copy of the Request for Proposals is enclosed with the agenda.

Recommendation: Establish an Ad Hoc Committee on CDBG Program Proposals for Funding. Determine the members of the Commission who will serve on the Ad Hoc Committee. In accordance with the Brown Act, the Chair may appoint no more than three Commissioners to serve on the Ad Hoc Committee.

b. Rules of Order and Procedure

On an annual basis, the Commission reviews its Rules of Order and Procedure. These Rules are developed and adopted by the Commission, and are not subject to approval by the City Council. The Commission may wish to review and discuss its Rules at this time, and make revisions.

A copy of the Rules of Order and Procedure is enclosed with the agenda.

Recommendation: Review and discuss the Commission's Rules of Order and Procedure, and make revisions if appropriate.

14. Old Business

15. Comments from Commissioners

16. Adjournment