



# HOUSING & REDEVELOPMENT COMMISSION

May 14, 2008

**CHAIR**  
Mustafa Abdul-Ghaneec  
**VICE-CHAIR**  
Michelle Pitts  
**COMMISSION**  
Charles Brown III  
Chris Platzer  
Mike Urick  
Carmen Marie Vance  
Rozzana Verder-Aliga, Ed.D.

Vallejo City Council Chambers  
555 Santa Clara Street  
Vallejo, CA 94590

7:30 P.M.

## AGENDA

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

RECOMMENDATION: Approve the agenda as presented.

*Requests for disability-related modifications or accommodations, aids, or services may be made by a person with a disability to the Vallejo Economic Development Division office, located at 555 Santa Clara 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 Economic Development Division may be contacted as follows: Telephone (707) 648-4444; Fax (707) 648-4499; or e-mail: [sbuchan@ci.vallejo.ca.us](mailto:sbuchan@ci.vallejo.ca.us).*

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

I, SHANNON BUCHAN, do hereby certify that I caused a true copy of the above notice and agenda to be delivered to each of the members of the Housing and Redevelopment Commission at the time and manner prescribed by law and posted in an area freely accessible to members of the public on May 9, 2008.

  
Signature



5. Approval of Minutes

Approval of minutes from March 12, 2008.

6. Report of Presiding Officer and Members of the Commission

7. Secretary's Report

8. Council Liaison's Report

9. Communications and Presentations

1. Letter from Betty Frank regarding the North Vallejo Senior Lunch Room remaining in its current location. (See Agenda Item: Admin. 13 A)

2. Housing Authority News – April 2008, newsletter

10. Community Forum

Anyone wishing to address the Commission on any matter not listed on the Agenda, but within the jurisdiction of the Commission to resolve, may step to the podium and state his/her name and address for the record.

11. Consent Calendar

None.

12. Public Hearings

None.

13. Administrative Items

A. RECEIVE COMMENT ON AND DISCUSS, NORTH VALLEJO SENIOR LUNCH ROOM'S REQUEST TO REMAIN IN ITS CURRENT LOCATION RATHER THAN RELOCATE TO THE NORTH VALLEJO COMMUNITY CENTER

Recommendation: Prepare and provide a recommendation to the City Council, the Housing Authority and/or the Redevelopment Agency regarding site selection, site improvement, and or contracts related to the site of the North Vallejo Senior Lunch Room in accordance with what the Commission finds to be appropriate.

B. RECEIVE INPUT FROM STAFF, DISCUSS, CAREFULLY CONSIDER AND PROVIDE INPUT TO STAFF, REGARDING ITS PROPOSAL THAT THE HOUSING & REDEVELOPMENT COMMISSION AMEND ITS MEETING SCHEDULE FROM MONTHLY TO EVERY OTHER MONTH



Recommendation: Regard this as an informational item at this meeting. Discuss the matter and agendaize for follow-up discussion and action. At that time it is anticipated that staff will have answered all questions and satisfied any concerns the Commission may have regarding staff's proposal that the Commission amend its meeting schedule.

C. APPROVAL OF RESOLUTION AMENDING HRC BY-LAWS

Recommendation: Adopt the enclosed resolution amending Section 3.01, Regular Meetings, of the By-Laws of the Housing and Redevelopment Commission of the City of Vallejo.

14. Policy Items

None.

15. Adjournment

**HOUSING AND REDEVELOPMENT COMMISSION**  
Council Chambers  
555 Santa Clara Street  
Vallejo, California 94590

**COMMISSION MEETING ACTION MINUTES**

**MARCH 12, 2008**

A special meeting of the Housing and Redevelopment Commission was held on the above date in the Council Chambers located at City Hall, 555 Santa Clara Street. The meeting was called to order at 7:30 p.m. by Chairperson Mustafa Abdul-Ghaneer.

**ROLL CALL**

Present: Chairperson Abdul-Ghaneer, Commissioners Brown, Platzer, and Urick

Absent: Vice Chair Pitts, Commissioners Vance and Verder-Aliga

Staff: Susan McCue, Economic Development Program Manager  
Melinda Nestlerode, Senior Community Development Analyst

Liaison: Councilmember Joanne Schivley

**1. APPROVAL OF AGENDA**

On a motion by Chairperson Abdul-Ghaneer, the agenda was unanimously approved as presented.

**2. APPROVAL OF MINUTES**

On a motion by Commissioner Brown, the minutes for February 19, 2008, were unanimously approved as presented.

**3. REPORT OF PRESIDING OFFICER, MEMBERS OF THE COMMISSION, AND COUNCIL LIAISON**

None.

**4. SECRETARY'S REPORT**

None.

**5. COUNCIL LIAISONS REPORT**

Councilmember Joanne Schivley reported on various issues, including the Buchongo Settlement, and the fact that 8 additional units need to be provided and the possibility of a time extension is being explored. She reported that consideration of the Triad development issue has been postponed for 2 weeks. She also answered Chairperson Abdul-Ghaneer's inquiry regarding recording reverse mortgages, etc.

## 6. COMMUNICATIONS AND PRESENTATIONS

None.

## 7. COMMUNITY FORUM

## 8. CONSENT CALENDAR

None.

## 9. PUBLIC HEARINGS

None.

## 10. ADMINISTRATIVE ITEMS

### A. HOUSING AUTHORITY OF THE CITY OF VALLEJO ANNUAL PLAN, FISCAL YEAR 2008-2009

RECOMMENDATION: Adopt the enclosed resolution recommending approval of the Annual Plan by the Housing Authority Board of Commissioners.

Melinda Nestlerode provided a presentation on the Annual Plan for Fiscal Year 08-09. She reported that the resident advisory board had already reviewed the Plan prepared in the HUD required format. She reported that the Housing Authority Board would also review the Plan, which is due to HUD by April 16, 2008. Commissioners asked several questions which were responded to by staff. The Annual Plan will reflect changes proposed by the HRC.

AYES: Chair Abdul-Ghane, Commisioners Brown, Platzer, and Urick  
NOES: None  
ABSENT: Vice Chair Pitts, Commissioners Vance and Verder-Aliga  
ABSTENTION: None

## 11. POLICY ITEMS

None.

## 12. ADJOURNMENT

The meeting was adjourned.

# City of Vallejo

# April 2008

# Housing Authority News

Produced by the Housing Authority of the City of Vallejo • 200 Georgia Street • Vallejo 94590 • 707-648-4507

Housing Highlights for Landlord and Tenant Clients of the Housing Authority of the City of Vallejo

## Tenant Training Workshop

### *Better Information Means Better Choices!*

The Vallejo Housing Authority, in conjunction with the California Apartment Association, is holding a workshop to help renters understand their rights and obligations. There will be a short video followed by a question and answer session.

**What:** Tenant Workshop

**Where:** City Hall Council Chambers

555 Santa Clara Street

Vallejo, CA 94590

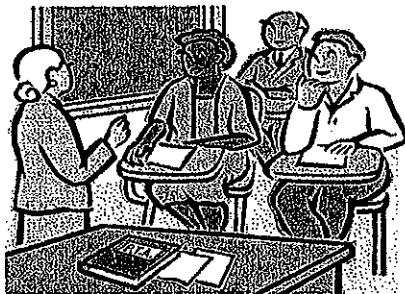
Second Floor

**Date:** April 16, 2008

**Time:** 6:00 pm

This workshop is designed to help tenants understand the process of renting in California. It will cover:

- Tips for Finding a Place to Live
- Rental Agreements
- Deposits
- Inspection of a New Unit
- Utility Responsibility
- Maintenance and Repairs
- When a Landlord Can Enter Your Apartment
- Guests
- Notices to Move
- How to Handle Disputes With Your Landlord



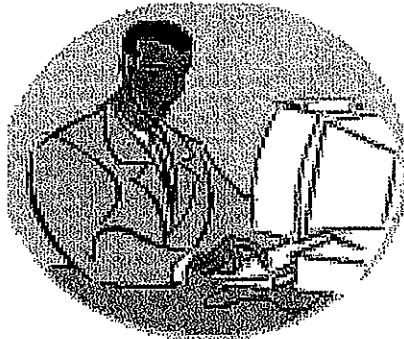
All tenants are encouraged to participate in this workshop. Landlords are welcome too! If you plan to attend, please notify Melinda Nestlerode at (707) 648-4408, or [mnestlerode@ci.vallejo.ca.us](mailto:mnestlerode@ci.vallejo.ca.us).

**CERTIFICATES OF COMPLETION WILL BE PROVIDED TO ALL WHO ATTEND. YOU CAN SHOW LANDLORDS YOU CARE ABOUT BEING A GOOD TENANT BY SHOWING THEM YOUR CERTIFICATE!!**

# TECH SECTION

## GoSection8.com

**Landlords – Use GoSection8.com to list available properties for rent! Landlords may list their properties, include a picture and a floor plan, and view information about other Vallejo rentals for FREE! Prospective tenants can use the system to describe the type of unit they are looking for, and to find available units. For a small fee, landlords may contact the tenants directly. Log onto [www.gosection8.com](http://www.gosection8.com) or call GoSection8 toll free at (866) 466-SEC8 for more information.**



**NOW EVEN MORE REASON TO USE DIRECT DEPOSIT! LANDLORDS WITH DIRECT DEPOSIT - VIEW ALL PAYMENTS ON THE WEB.** If you are a landlord whose HAP payment is directly deposited into your account, you can view all payments made by visiting [www.hapcheck.com](http://www.hapcheck.com). Type in your Social Security number, or Tax ID, without dashes or spaces. Initially, your password will also be your Social Security or Tax ID number. Click on "Transactions". From there, you can pull up any information in the system, sorted by date, and/or by tenant. This system is available 24 hours a day, and is a valuable resource. Hapcheck.com will assist landlords with accounting and IRS reporting.

### HOUSING AND COMMUNITY DEVELOPMENT WEBSITE

Go to [www.ci.vallejo.ca.us](http://www.ci.vallejo.ca.us) to access our website.

Information about foreclosures is on the home page. You will find helpful forms; links to HUD regulations and guidance; and local Housing Authority policy documents in the Housing Choice Voucher (Section 8) section.

**VALLEJO HOUSING AUTHORITY REORGANIZES  
STAFF AND THEIR CURRENT RESPONSIBILITIES ARE LISTED BELOW**

**Housing Specialist Staff**

**Rosanna Roldan** – Housing Specialist II  
Recertification Caseload by Last  
Name: A-F, I, K, Tp-Tz & W-Z  
(707) 648-4373

[rroldan@ci.vallejo.ca.us](mailto:rroldan@ci.vallejo.ca.us)

Administrative Support – Sidney Spear  
(707) 648-4507

[sspear@ci.vallejo.ca.us](mailto:sspear@ci.vallejo.ca.us)

**Melody Stewart** – Housing Specialist II  
Recertification Caseload by Last  
Name: H, J & U, V plus Family Self  
Sufficiency Program  
(707) 648-5211

[mstewart@ci.vallejo.ca.us](mailto:mstewart@ci.vallejo.ca.us)

Administrative Support - Tonya  
Pouncey

(707) 648-4507

[tpouncey@ci.vallejo.ca.us](mailto:tpouncey@ci.vallejo.ca.us)

**Charlynn Murray** – Housing Specialist II  
Recertification Caseload by Last  
Name: G, L – To  
(707) 648-5246

[cmurray@ci.vallejo.ca.us](mailto:cmurray@ci.vallejo.ca.us)

Administrative Support – Liz Arriaza  
(707) 648-4507

[earriaza@ci.vallejo.ca.us](mailto:earriaza@ci.vallejo.ca.us)

**Menchie Eugenio** – Housing Specialist II  
Portability for Port Ins, Interim  
Recertification's  
(707) 648-4688

[meugenio@ci.vallejo.ca.us](mailto:meugenio@ci.vallejo.ca.us)



**HOMEOWNERSHIP  
COORDINATOR**  
*Maria Gonzales*  
Facilitates Homeownership  
for Housing Choice  
Voucher Family Self  
Sufficiency participants  
(707) 649-5419  
[mgonzales@ci.vallejo.ca.us](mailto:mgonzales@ci.vallejo.ca.us)



## **Leased Property Negotiator Staff**

**Our Leased Property Negotiators do more than inspect your home. Their responsibilities also include reviewing notices to terminate tenancy; voucher briefings and issuance; and processing rent increases. Their jurisdictions divide Vallejo into three sections – roughly North Vallejo, Central and East Vallejo, and South Vallejo.**

### **L.J. Douglas**

**Jurisdiction is roughly Central and East Vallejo**

**(707) 648-4392**

**[ljdouglas@ci.vallejo.ca.us](mailto:ljdouglas@ci.vallejo.ca.us)**

**Administrative Support – Tonya Pouncey**

**(707) 648-4507**

**[tpouncey@ci.vallejo.ca.us](mailto:tpouncey@ci.vallejo.ca.us)**

### **Jesse Pugh**

**Jurisdiction is South Vallejo**

**(707) 648-5368**

**[jpugh@ci.vallejo.ca.us](mailto:jpugh@ci.vallejo.ca.us)**

**Administrative Support – Liz Arriaza**

**(707) 648-4507**

**[earriaza@ci.vallejo.ca.us](mailto:earriaza@ci.vallejo.ca.us)**

### **Eleanor Brown**

**Jurisdiction is North Vallejo**

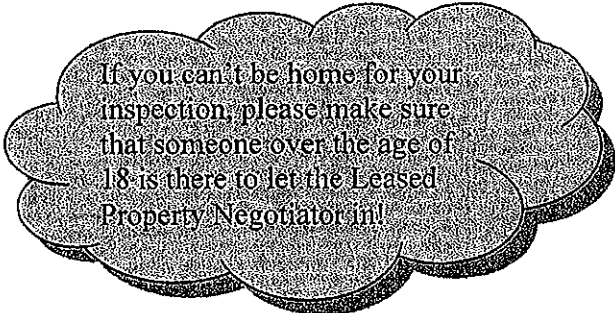
**(707) 648-4510**

**[ebrown@ci.vallejo.ca.us](mailto:ebrown@ci.vallejo.ca.us)**

**Administrative Support – Sidney Spear**

**(707) 648-4507**

**[sspear@ci.vallejo.ca.us](mailto:sspear@ci.vallejo.ca.us)**



If you can't be home for your inspection, please make sure that someone over the age of 18 is there to let the Leased Property Negotiator in!

## **Management Staff**

### **Laura Simpson**

**Housing and Community Development Manager**

**(707) 648-4393**

**[lsimpson@ci.vallejo.ca.us](mailto:lsimpson@ci.vallejo.ca.us)**

### **Cheryl Broome**

**Sr. Housing Specialist**

**(707) 648-5216**

**[cbroome@ci.vallejo.ca.us](mailto:cbroome@ci.vallejo.ca.us)**

### **Melinda Nestlerode**

**Sr. Community Development Analyst**

**(707) 648-4408**

**[mnestlerode@ci.vallejo.ca.us](mailto:mnestlerode@ci.vallejo.ca.us)**

### **Michele Lewis-Adamou**

**Secretary**

**(707) 648-4508**

**[mlewisadamou@ci.vallejo.ca.us](mailto:mlewisadamou@ci.vallejo.ca.us)**

## **STATE OF CITY OF VALLEJO'S FINANCES**

The City of Vallejo has made national news due to its large deficit and discussions of bankruptcy. City officials are working hard to prevent the worst from happening. However, if the City is forced to file for bankruptcy, the Housing Authority will remain open. See the letter from the Housing Authority's Executive Director on Page 6.

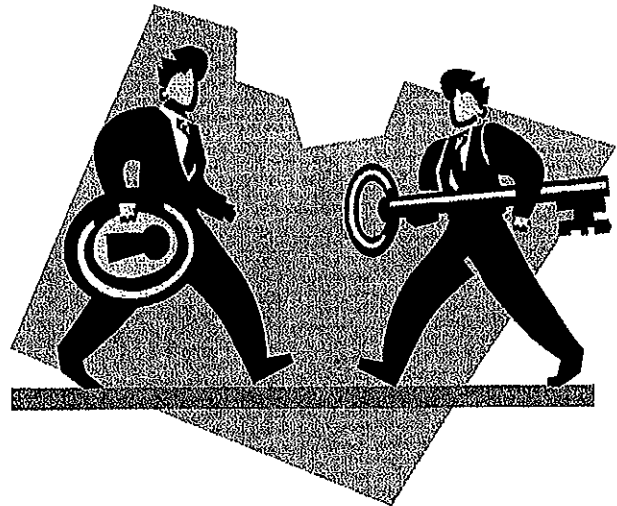
# Housing Specialist Caseloads

Two of our Housing Specialists have a caseload of over 800 clients each! It is extremely important for you to show up for your annual reexamination interview on the day and time it is scheduled. If you don't come to the appointment, or you show up late, it causes problems with the Housing Specialist's schedules. Due to their heavy caseloads, they just do not have time to chase down clients who don't show up for appointments. Remember – this time is dedicated to you alone. You can ask questions and have the Housing Specialist explain anything you are concerned about. It is also required by regulations, and you may be terminated from the program if you do not attend your annual reexamination interview!

# LANDLORD POWER BREAKFASTS

Beginning in April 2008, the VHA will be hosting quarterly Power Breakfasts for our landlords. Our objective is to establish lines of communication between the VHA and our Property Managers and owners. We want to provide the best service possible, keeping in mind HUD restrictions and guidelines, and we need input from the property managers and owners in order to make that happen. The VHA will share new information from HUD, answer landlord questions, and work to make this a successful program for everyone involved. Future agenda topics may include Code Enforcement; Fighting Back; City of Vallejo Downtown and Waterfront Redevelopment; and State and Federal legislative updates. You tell us what information is important to you! If you

would like to be invited to a future Power Breakfast, contact Melinda Nestlerode at (707) 648-4408, or [mnestlerode@ci.vallejo.ca.us](mailto:mnestlerode@ci.vallejo.ca.us).

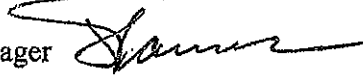


OFFICE OF THE CITY MANAGER  
CITY OF VALLEJO

March 10, 2008

TO: VALLEJO HOUSING PROGRAM CUSTOMERS

FROM: Joseph M. Tanner, City Manager



SUBJECT: Vallejo Housing Operations

On March 3, 2008, the Vallejo City Council approved a short-term plan for fiscal stability and directed staff to continue negotiations with labor groups for a long-term financial plan to avoid filing bankruptcy. The City Council is scheduled to consider the long-term financial strategy by April 22, 2008. If the City of Vallejo ultimately files for bankruptcy, the operations of the Vallejo Housing Authority and the programs it administers will not be impacted and services will not be disrupted to any of Vallejo's Housing program customers.

The Vallejo Housing Authority and Housing staff administer Federally funded programs, including the Federal Community Development Block Grant, HOME, and Housing Choice Voucher Programs. Housing also administers Redevelopment funds set-aside under State law for the creation and preservation of affordable housing. Housing operates entirely on Federal and Redevelopment sources. No General Funds are part of the Housing budget. Housing also contracts and is charged directly for full-time Finance, Information Technology and Maintenance services, and other City services.

Due to the Federal requirements under 24 Code of Federal Regulations that govern expenditure of Federal Housing funds, and due to State Redevelopment Law requirements, the Housing Division will continue to operate on a regular schedule. Services will not be interrupted or directly impacted if the City of Vallejo files for Chapter 9 bankruptcy. Tenant families and landlords will continue to receive Section 8 payments.

Other Vallejo Housing programs funded by Housing Division resources, including the Down Payment Assistance Program, and programs for new or rehabilitated housing, will also continue to operate as normal.

If you have any questions regarding this information, please contact Laura Simpson, Housing and Community Development Manager, at 707-648-4393.

Thanks.

cc: Mayor & City Council  
Craig Whittom, Assistant City Manager / Community Development  
Laura Simpson, Housing and Community Development Manager

**HOUSING & REDEVELOPMENT COMMISSION****Date: May 14, 2008**

**TO:** Housing and Redevelopment Commission

**FROM:** Mustafa Abdul-Ghaneer, Chairperson

**SUBJECT:** North Vallejo Senior Lunch Room Request to Remain In Their Current Location

**INTRODUCTION**

On Sunday, April 20, 2008, I was asked by a Vallejo resident to help "North Vallejo Senior Lunch Room" seniors in their efforts to remain at their current location in the Fairgrounds Plaza Shopping Center. I gave the resident a contact number and was later contacted by Betty Frank, Site Manager, for the Meals on Wheels program and for the North Vallejo Senior Lunch Room. Over the course of the next two weeks, I met and/or talked with Ms. Frank, other seniors, other community members, interested parties and City of Vallejo staff. I also attended a Greater Vallejo Recreation District (GVRD) sponsored meeting and tour of the North Vallejo Community Center. At that time, I informed the attendees that the North Vallejo Senior Lunch Room had requested Housing and Redevelopment Commission help in resolving concerns it had regarding being allowed to remain at its current location. And that the matter would be placed on the Commission's May 14, 2008 agenda.

The information, which resulted from the above work, is being provided to the Commission in this report. The primary intent of this report is to establish a point of reference from which the Commission may hold hearings to receive input on, discuss and consider the views of North Vallejo Senior Lunch Room seniors that their operation should not be displaced, but should be allowed to remain in its current location.

**BACKGROUND AND DISCUSSION**

In October of 1996, the City of Vallejo Redevelopment Agency (RA) initiated a project to aide in the revitalization of the Country Club Crest (CCC) section of the Flosden Acres Redevelopment Area (Flosden Acres). The Country Club Crest community houses the largest population of residents in Flosden Acres. The revitalization project's foundation was the establishment of a site for placement of activities designed to improve the quality of life for area seniors through programs of Serve our Seniors, Inc.; an Orangevale California based non profit. The activities that were subsequently put in place continue to the present. Some activities are:

- Balanced and nutritious meals
- Recreational trips
- Picnics
- Fundraisers
- Weekly bingo
- Weekly grandparent's tutoring
- Exercise activities
- Games
- Bread give-a-ways

- Walks on the waterfront
- Black History Month celebration
- Holiday pot luck
- Health speakers

CCC residents described the CCC area as being in a state of deterioration that has existed for many years. They go on to explain that --for justifiable reasons-- area residents typically don't participate in the advocacy processes that govern the allocation of funds to maintain and improve neighborhoods. The result is that decision makers pay insufficient attention to and allocate insufficient funds for maintenance and improvement of the CCC area. Over time, these actions have contributed to the proliferation of abandoned houses, dumping of garbage and increases in code violations, i.e., the deterioration of the area. They are also a contributing factor in the deterioration of the areas' public improvements.

The RA's revitalization project for the area was established in a storefront at 1624 Fairgrounds Drive in the Fairgrounds Plaza Shopping Center. From the beginning the project operated concurrently as a congregate feeding site for the senior nutrition program, as the center of social and recreational activities for area seniors and as an all-around community resource. Multi-use practices, such as this, aren't unusual in the Black Community, where a confluence of extreme need and scarce resources has traditionally required residents to find innovative and practical solutions to problems.

At some point in the nineties, the Area Agency on Aging (AAA) took over management and operation of the nutrition program. Shortly thereafter AAA contracted out nutrition program responsibilities to Meals on Wheels of Solano County. During these periods of transition and on through to the present, the other functions of the revitalization project have remained fairly constant and under the same jurisdiction as from the beginning.

### **Revitalization Project Funding**

The CCC revitalization project is funded primarily from two sources; Flosden Acres Redevelopment Area tax increment and Federal Community Development Block Grant (CDBG) funds. Start-up funds for the project were used to put in the ceiling, repair the flooring, purchase tables, a steam table, and a refrigerator.

On the date of the GVRD tour of the North Vallejo Community Center, prior to the start, GVRD led an impromptu meeting of the attendees. At which time, a number of participants expressed concern regarding Flosden Acres redevelopment funds. The main areas of concern were how previous funds had been spent, fund balance, plans for future fund allocation and ensuring that funds were spent in Flosden Acres. Questions along these lines were referred to the meeting of the Housing and Redevelopment Commission scheduled for May 14, 2008.

### **Project Outcome**

Direct observation, input from area residents and input from other community members provide ample evidence that the presence of the North Vallejo Senior Lunch Room, in its current locations, is a source of motivation to seniors and by extension other segments of the community, e.g., area youth and other

community members and businesses to become more involved in activities that stimulate the support, maintenance and revitalization of the North Vallejo area. This involvement clearly addresses resident non-participation, which has been a factor in the deterioration of the CCC area over time.

RECOMMENDATION

Prepare and provide a recommendation to the City Council, the Housing Authority and/or the Redevelopment Agency regarding site selection, site improvement, and or contracts related to the site of the North Vallejo Senior Lunch Room in accordance with what the Commission finds to be appropriate.

DOCUMENTS ATTACHED

- A. 24 CFR 570.483 – pages 1, 9 & 10
- B. Letter to the City Manager from Betty Frank

PREPARED BY/CONTACT:

Mustafa Abdul-Ghane, Chairperson, Housing and Redevelopment Commission  
(707) 647-4906, or [mabdulghanee@ci.vallejo.ca.us](mailto:mabdulghanee@ci.vallejo.ca.us)

[Code of Federal Regulations]  
[Title 24, Volume 3]  
[Revised as of April 1, 2007]  
From the U.S. Government Printing Office via GPO Access  
[CITE: 24CFR570.483]

[Page 115-122]

TITLE 24--HOUSING AND URBAN DEVELOPMENT

CHAPTER V--OFFICE OF ASSISTANT SECRETARY FOR COMMUNITY PLANNING AND  
DEVELOPMENT, DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PART 570 COMMUNITY DEVELOPMENT BLOCK GRANTS--Table of Contents

Subpart I State Community Development Block Grant Program

Sec. 570.483 Criteria for national objectives.

(a) General. The following criteria shall be used to determine whether a CDBG assisted activity complies with one or more of the national objectives as required to section 104(b)(3) of the Act. (HUD is willing to consider a waiver of these requirements in accordance with Sec. 570.480(b)).

(b) Activities benefiting low and moderate income persons. An activity will be considered to address the objective of benefiting low and moderate income persons if it meets one of the criteria in paragraph

(b) of this section, unless there is substantial evidence to the contrary. In assessing any such evidence, the full range of direct effects of the assisted activity will be considered. The activities, when taken as a whole, must not benefit moderate income persons to the exclusion of low income persons:

(1) Area benefit activities. (i) An activity, the benefits of which are available to all the residents in a particular area, where at least 51 percent of the residents are low and moderate income persons. Such an area need not be coterminous with census tracts or other officially recognized boundaries but must be the entire area served by the activity. Units of general local government may, at the discretion of the state, use either HUD-provided data comparing census data with appropriate low and moderate income levels or survey data that is methodologically sound. An activity that serves an area that is not primarily residential in character shall not qualify under this criterion.

(ii) An activity, where the assistance is to a public improvement that provides benefits to all the residents of an area, that is limited to paying special assessments levied against residential properties owned and occupied by persons of low and moderate income.

(iii) (A) An activity to develop, establish and operate (not to exceed two years after establishment), a uniform emergency telephone number system serving an area having less than 51 percent of low and moderate income residents, when the system has not been made operational

(c) Activities which aid in the prevention or elimination of slums or blight. Activities meeting one or more of the following criteria, in the absence of substantial evidence to the contrary, will be considered to aid in the prevention or elimination of slums or blight:

(1) Activities to address slums or blight on an area basis. An activity will be considered to address prevention or elimination of slums or blight in an area if the state can determine that:

[[Page 120]]

(i) The area, delineated by the unit of general local government, meets a definition of a slum, blighted, deteriorated or deteriorating area under state or local law;

(ii) The area also meets the conditions in either paragraph (c)(1)(ii)(A) or (c)(1)(ii)(B) of this section.

(A) At least 25 percent of properties throughout the area experience one or more of the following conditions:

(1) Physical deterioration of buildings or improvements;

(2) Abandonment of properties;

(3) Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;

(4) Significant declines in property values or abnormally low property values relative to other areas in the community; or

(5) Known or suspected environmental contamination.

(B) The public improvements throughout the area are in a general state of deterioration.

(iii) The assisted activity addresses one or more of the conditions which contributed to the deterioration of the area. Rehabilitation of residential buildings carried out in an area meeting the above requirements will be considered to address the area's deterioration only

where each such building rehabilitated is considered substandard before rehabilitation, and all deficiencies making a building substandard have been eliminated if less critical work on the building is also undertaken. The State shall ensure that the unit of general local government has developed minimum standards for building quality which may take into account local conditions.

(iv) The state keeps records sufficient to document its findings that a project meets the national objective of prevention or elimination

of slums and blight. The state must establish definitions of the conditions listed at Sec. 570.483(c)(1)(ii)(A) and maintain records to substantiate how the area met the slums or blighted criteria. The designation of an area as slum or blighted under this section is required to be redetermined every 10 years for continued qualification.

Documentation must be retained pursuant to the recordkeeping requirements contained at Sec. 570.490.

(2) Activities to address slums or blight on a spot basis. The



following activities can be undertaken on a spot basis to eliminate specific conditions of blight, physical decay, or environmental contamination that are not located in a slum or blighted area: Acquisition; clearance; relocation; historic preservation; remediation of environmentally contaminated properties; or rehabilitation of buildings or improvements. However, rehabilitation must be limited to eliminating those conditions that are detrimental to public health and safety. If acquisition or relocation is undertaken, it must be a precursor to another eligible activity (funded with CDBG or other resources) that directly eliminates the specific conditions of blight or physical decay, or environmental contamination.

(3) Planning only activities. An activity involving planning (when the activity is the only activity for which the grant to the unit of general local government is given, or the planning activity is unrelated to any other activity assisted by the grant) if the plans are for a slum or blighted area, or if all elements of the planning are necessary for and related to an activity which, if funded, would meet one of the other criteria of elimination of slums or blight.

(d) Activities designed to meet community development needs having a particular urgency. In the absence of substantial evidence to the contrary, an activity will be considered to address this objective if the unit of general local government certifies, and the state determines, that the activity is designed to alleviate existing conditions which pose a serious and immediate threat to the health or welfare of the community which are of recent origin or which recently became urgent, that the unit of general local government is unable to finance the activity on its own, and that other sources of funding are not available. A condition will generally be considered to be of recent origin if it developed or became urgent within 18 months preceding the certification by the unit of general local government.

[[Page 121]]

(e) Additional criteria. (1) In any case where the activity undertaken is a public improvement and the activity is clearly designed to serve a primarily residential area, the activity must meet the requirements of paragraph (b)(1) of this section whether or not the requirements of paragraph (b)(4) of this section are met in order to qualify as benefiting low and moderate income persons.

(2) Where the assisted activity is acquisition of real property, a preliminary determination of whether the activity addresses a national objective may be based on the planned use of the property after acquisition. A final determination shall be based on the actual use of the property, excluding any short-term, temporary use. Where the acquisition is for the purpose of clearance which will eliminate specific conditions of blight or physical decay, the clearance activity shall be considered the actual use of the property. However, any subsequent use or disposition of the cleared property shall be treated as a "change of use" under Sec. 570.489(j).

May 1, 2008

Joe Tanner  
City Manager, City of Vallejo  
555 Santa Clara Street  
Vallejo, CA 94590  
(707) 648-4575 Phone

In regards to: Your Suggestion Regarding the North Vallejo Senior Lunch Room

To Joe Tanner:

**SUBJECT: CONSIDERATION OF YOUR SUGGESTION**

When Earnestine Lawson presented me with a suggestion from your meeting of Tuesday, April 15, 2008 in the City Manager's Conference Room, that the North Vallejo Senior Lunch Room could be relocated from its current location to the North Vallejo Community Center; I convened a special meeting of the Senior Lunch Room Site Steering Committee in order to study the matter.

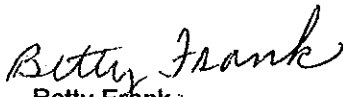
The Committee thoroughly discussed and carefully considered your suggestion, using the information provided us by Ms. Lawson and our own knowledge of the sites. After which time it was determined that our present location is much more suitable to and accommodating of the needs of the seniors who use the North Vallejo Senior Lunch Room. However, we will still visit the suggested alternative site as you have requested.

Please find attached the findings of the Committee, which list those attributes of the current site that endear the site to us and the North Vallejo Community and accommodate the needs of this particular senior community.

You will also find an appraisal of the suggested site, which lists some of the conditions that make it completely unsuitable to our needs.

Thanks for your attention to this matter, which is of great concern to our community. It was kind of you to convene a meeting in an attempt to further assist us. As you will note, we have asked the Housing & Community Development Commission for its assistance also. If you have any questions, please let me know.

Sincerely,



Betty Frank  
Site Manager

Enclosures (4)

cc: Tom Bartee  
Stephanie Gomes  
Housing & Redevelopment Commission  
Mustafa Abdul-Ghane



# Meals On Wheels

of Solano County, Inc.

Dear North-Vallejo Clients,

This letter is to inform you that as of April 25<sup>th</sup>, 2008, Meals on Wheels of Solano County will be closing our Congregate Dining Site at North Vallejo. The Board of Directors of Meals on Wheels and the Executive Director deeply regret its closing, but economic circumstances require that we "tighten our belts," in order to survive long-term as a non-profit organization.

We see rising food and fuel cost and declining funds from the government and community donations. Meals on Wheels must restructure our program, to ensure that we can continue to serve the seniors in our community in the decades to come.

Fortunately, we will still have three dining sites in the Vallejo area. We sincerely hope you will be able to join us for lunch at one of the following locations. Please make reservations by calling (707) 426-3079, before 8A.M.

Florence Douglas Senior Center  
333 Amador Street  
Lunch served at 12 Noon

Marina Towers  
601 Sacramento Street  
Traditional lunch served at 11:30 AM  
Filipino lunch served at 12:30 PM

Bayanihan Center at Seafood City  
3495 Sonoma Blvd.  
Filipino lunch served at 11:30 AM

We will all be sad to see the doors close at this site that has served so many seniors over the years, but we are looking to the future, and we are looking forward to serving the seniors in our community for many, many years to come.

Sincerely,

*Saskia Lembesis*

Saskia Lembesis  
Executive Director

Let Us Serve You

95 Marina Center, Suisun, CA 94585 • Tel: 707-425-0638 • Fax: 707-426-3767

mealsonwheels@sbcglobal.net

NATIONAL ACCREDITATION BY MEALS ON WHEELS ASSOCIATIONS OF AMERICA

04/01/2008 TUE 11:20 FAX

\*\*\*\*\*  
\*\*\* FAX TX REPORT \*\*\*  
\*\*\*\*\*

TRANSMISSION OK

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**NORTH VALLEJO SENIOR LUNCH ROOM  
Meeting of Site Steering Committee**

**Purpose:** Consider Suggested Alternative Location for Lunch Room Site

**SUBJECT:** FINDINGS REGARDING SUGGESTED ALTERNATIVE LOCATION

**Reasons for Remaining at Present Site**

1. Large size that accommodates the numbers we serve
2. Well lighted; suited to good mental adjustment for seniors
3. Easy to get to; not compelled to cross busy Fairgrounds Drive (lots of traffic there)
4. There is no adjacent drug house
5. Seniors have exclusive use of site
6. Easy and secure bathroom access
7. Easy access to kitchen (at new site one must go outside to reach the kitchen and bathroom)
8. Easy and secure access to office
9. Extremely comfortable for the needs of seniors.
10. Flexible and accommodating schedule for use
11. Multi-use capabilities, e.g., senior activities, donated food and other items
12. Having this site, in this location, shows that City cares about seniors in this area
13. Seniors feel included rather than isolated at current site

**Concerns Reference Proposed Site  
1652 Fairgrounds Drive**

1. Site much smaller for our group
2. Location of bath rooms
  - a. Security issues
    - i. Unsecured location
    - ii. Site is adjacent to public park which shares limited parking
    - iii. Site proximity to known "drug" house
  - b. Accessibility is such that seniors must go outside to access
3. Must go outside for kitchen use
  - a. Cold food

- b. Method of transportation food from kitchen to clients (outside travel)
  - c. No longer a one-person operation due to separation and distance between dining site and kitchen
- 4. Separate office, which one must go outside to access. There is constant need for access to office-type materials.
- 5. The phone
  - a. If someone falls ill, the phone isn't available for immediate use
  - b. Seniors would encounter difficulty trying to reach the phone in office
  - c. Unable to hear phone ringing in office due to far distance
- 6. Location is isolated for seniors
  - a. There are no other businesses near the site
- 7. Exposure to inclement weather when using the bathrooms, office and/or kitchen.

This petition is regarding relocating the Lunch Program sponsored by Meals on Wheels and also the community at large. Your signature indicates you favor remaining at the present location, 1624 Fairgrounds Dr., Ste. C & D Vallejo, CA 94589 and continuing a lunch program and other events at the above mentioned location.

Name	Signature	Address	Phone
Khamisi Mwaniki	Khamisi Mwaniki	120 Donna Court Vallejo, Ca. 94589	707-651-2766
MRS. V. Smith	Vicki Smith	509 Eldridge Ave Vallejo	707-647-1543
THOMAS MADDEN	Thomas madden	237 m <sup>c</sup> GRUE	707-643-8698
WILLIAM BAILEY	William Bailey	409 LAKESIDE DR.	707-655-8274
Elyde E. Folds	Plyde E. Folds	1800 Kniffin DR.	707-644-1280
John Lee Thomas	John Thomas	1962 Suffolk	707-756-0427
RICH THOMAS	Rich Thomas	KEMAS-NE	707-655-7189
Wynona Jordan	Wynona Jordan	1962 Griffin Dr	707-756-0443
Erene Jordan	Erene Jordan	1962 Griffin Dr	707-643-5916
Launa Taylor	Launa Taylor	1953 Gr. Fern Dr 94589	707-648-2750
THOMASINE J. BRYANT	Thomasina Bryant	139 CYNTHIA AVE	707-552-5462
MCKEAN, Edwin	Edwin McKean	301 - MARK AVE.	(707) 655-0578
Bianca Nelson	Bianca Nelson	3400 Richmond Pkwy #1523 Richmond, CA 94806	(415) 225-4179
Ollie Allen	Ollie F. Allen	3900 Richmond Pkwy #1522 Richmond, CA 94806	(510) 932-6750
Don Burns	Don Burns	1917 E. ELLENBURG	707-655-1819
SAFI WARD-DAVIS	Safi Ward Davis	4710 Whitney Ave	707-655-5043
Minnie Walker	Minnie S. Walker	156 Rounds St	707-712-2953
Phyllis Harrison	Phyllis Harrison	1400 Redwood,	(707) 645-7863
Cynthia Owens	Cynthia Owens	168 Sawyer St Vallejo, CA 94589	(707) 980-2496

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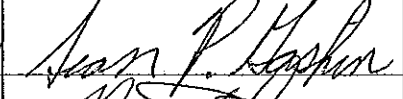

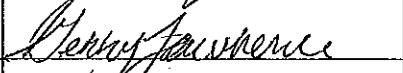
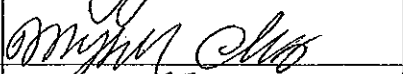
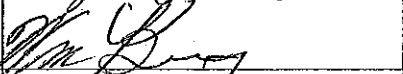
Name	Signature	Address	Phone
Edith D. ...	[Signature]	2700 Tolman	707-552-4411
Edith ...	[Signature]	221 Springs E.	649-1232
Kashanella ...	[Signature]	121 POWER DR #A	(510) 712-1371
WENDY C. JONES	Wendy C Jones	207 Sage St Vallejo	707-648-2096
MONICA KIRK ...	[Signature]	1861 Griffin Drive	655-8435
EORLINE MADSEN	Eorline madsen	237 mc Gher one	643-8698
Ruby Woods	[Signature]	425 Pomona Ave	554-3495
C. Hawkins	C. Hawkins		707-384-1340
Shirley Whitfield	Shirley Whitfield	201 MAINE ST #125	707-647-3619
Elbert Thomas	Elbert Thomas	122 DEAN'S CT	(707) 552-4270
MARVIN ...	[Signature]	132 Woodvale CA	(916) 413-1113
Shirley Jackson	Shirley Jackson	56 Rotaryway Vallejo	707-648-8033
Willetta ...	[Signature]	118 Sage St. Vallejo Ca.	94589
Lewis E. Frank Sr	Lewis E. Frank Sr	212 PAUL AVE	(925) 432-8039
Theresa Lopez	Theresa Lopez	99 La Habra	(925) 325-4742
CASEY ...	[Signature]	99 LA HABRA	925-4321057
Nicole Lopez	[Signature]	214 Davi Ave.	(925) 432-1039
KATSUKO KELLY	[Signature]	511 San Antonio	(707) 980-0422

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Name	Signature	Address	Phone
Geraldine Miller	<i>Geraldine Miller</i>	126 So. Ransom Ave VJU	(707) 655-1076
Sharon Mc	<i>Sharon Mc</i>	391 Hannigan way	(707) 557-2623
Vivian Thompson	<i>Vivian Thompson</i>	229 Veeyport	(707) 450-6078
Ray Boney	<i>Ray Boney</i>	1011 Nebraska St. VJ	707 712 3340
Hellie Riley	<i>Hellie Riley</i>	237 Holly St #A	(707) 642-6389
Honey C. Allen	<i>Honey C. Allen</i>	181 Arnold Ave.	(707) 6432984
Cynthia Owens	<i>Cynthia Owens</i>	168 <sup>Vallejo</sup> Sawyer St.	(707) 648-2037
Glenn Oliver	<i>Glenn Oliver</i>	117 Leg Street	64017
James Dress	<i>James Dress</i>	472. W. Waller Vallejo	CA 94591 8538
Vivian Neve	VIVIAN MITCHELL	1323 STEA TER VJU	CA 94591 712-29.
Teresa Espinoza	<i>Teresa Espinoza</i>	Vallejo	(707) 554-3868
m argua	<i>margaret Mendez</i>	Vallejo	"
d da Ma Esara		Vallejo	"
MARY LUICDO		Vallejo	"
Betsy O'Connell	<i>Betsy O'Connell</i>	vallejo	"
Denise Center	<i>Denise Center</i>	Vallejo	"
Royce Williams	<i>Royce Williams</i>	Vallejo	107 mark Ave Vallejo Ca 94590



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Name	Signature	Address	Phone
SEAN GASKIN			7074846825
Major Norwood Jr			707-365-0354
GERRY LAWRENCE			655-8174 707- <del>8174</del>
Mykael clay			(707) 688-8450
WILLIAM KING			707-5067.

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Name	Signature	Address	Phone
Marcy Straka	Marcy Straka	101 Windsorway	
Patty McPullough	PATTY MCCULLOUGH	101 WINDSORWAY VALLEJO 94589	
Manny Pimentel	MP mt	1220 Gateway Dr. Vallejo CA.	(707) 556-8692
Iris West	[Signature]	1220 Gateway Dr. Vallejo CA 94589	(707) 556-8692
Earlene Cox	EARLENE COX	1236 Consideration St Vallejo	707-643-4848
Penny Hansen	Penny Hansen	20 Bayberry St.	648-0744
Carolyn M. Graham	Carolyn M. Graham	130 Redwing St.	648-0833
Kathryn Paulowski	Kathryn Paulowski	822 Monterey St	552-4353
WILLIE HOLLINS	WILLIE HOLLINS	1122 ZINNIA CT VALLEJO 94589	
IRENE SIMONE	IRENE SIMONE	1122 ZINNIA CT VALLEJO 94589	
Jeannie Schmidt	Jeannie Schmidt	130 JOAN CT VALLEJO 94589	
John Bolin	John Bolin	8589 BAKWOOD VALLEJO 94591	
SHIRLEY HISS	SHIRLEY HISS	118 AZALEA CT VALLEJO 94589	
Archie McLeod	[Signature]	172 ZINNIA CT VALLEJO 94589	
Aurora McLeod	AURORA	172 ZINNIA CT VALLEJO 94589	
Nancy Craig	Nancy Craig	116 HARBOR ST Vallejo	
Sharon Silverton	Sharon Silverton	137 Hermosa Ave Vallejo	707 644-9733
Priscilla Febro	Priscilla Febro	113 ASH ST VALLEJO 94589	
Karen Hayes	Karen Hayes		707-319-0500

Name	Signature	Address	Phone
Cindy Brenizer	<i>[Handwritten Signature]</i>	135 Island Way	707-645-0302
Clifford Harrison	CLIFFORD HARRISON	101 Windsor Way R. FLISOR VALLEJO	
* da MAE GURR IDA MAE GURR	<i>[Handwritten Signature]</i>	1234 Louisiana VALLEJO	(707) 643-4848
Spencer MUFICH	M & PENCER x MUFICH	130	707-648-2138
Patricia Ballard	<i>[Handwritten Signature]</i>	1234 Louisiana St VALLEJO	707-643-4848

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NAME: Louise & Alvin Brewer  
 ADDRESS: 1115 Langus Ave  
 Vallejo, Ca. 94591

NAME: *[Signature]*  
 ADDRESS: 526 Cotta Ct  
 VALLEJO CA 94589  
 PHONE:

NAME: Nellie A Cariveau  
 ADDRESS: 519 Ridge Ave  
 Vallejo, Ca. 94591

NAME: MARIAN RUSS  
 ADDRESS: 124 ANDERSON  
 VALLEJO, CA 94589  
 PHONE: 707-712-0666

NAME: Lillian G. Alexis  
 ADDRESS: 401 Cedar St  
 Vallejo Ca 94591

NAME: Doug Darling  
 ADDRESS: 225#B Alabama St  
 Vallejo CA 94590  
 PHONE: 707-373-1766

NAME: Marie Marie Herman  
 ADDRESS: 412 Pomona Ave.  
 Vallejo, Ca. 94589

NAME: ALPHONSO NICHOLAS  
 ADDRESS: #365 STARFISH DR.  
 VALLEJO CA. 94591  
 PHONE:

NAME: Edwin E. MILNEAL Sr.  
 ADDRESS: 301-MARK AVE.  
 VALLEJO, CALIF 94589  
 (Cell #) 655-0578

NAME: COLA Reese  
 ADDRESS: 301 BUTTE St, #130  
 PHONE: 707, 554-0935

NAME: Willie BOSWORTH  
 ADDRESS: 500 CHRISTHER WY  
 VALLEJO, CA 94589

NAME: CLARA EATON  
 ADDRESS: 105 VIOLET DR  
 VALLEJO, CA 94589  
 PHONE: (707) 644-4597

NAME: 707-644-7162  
 NAME: Lola Johnson  
 ADDRESS: 160 Stephanie Ct  
 Vallejo, Ca

NAME: JULIA BOSWORTH  
 ADDRESS: 500 CHRISTHER WY  
 VALLEJO, CA 94589  
 PHONE: (707) 644-7162

NAME: John B Johnson  
 ADDRESS: 160 Stephanie Ct  
 Vallejo 94589

NAME: Emma A JANE BABER  
 ADDRESS: Emma Jane Baber  
 3000 Broadway #45  
 A newton carson Ca 94563  
 PHONE: 707 644 4892

NAME: John Johnson

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<p>NAME: Fred Green            ADDRESS: 1926 Griffin DR            PHONE:</p>	<p>NAME: Alea Roper            ADDRESS: 1962 Griffin Dr            Vallejo CA 94589            PHONE: (707) 656-5612</p>
<p>NAME: Patty Green            ADDRESS: Patty 1926 Griffin            PHONE:</p>	<p>NAME: <del>Alea Roper</del> Giva Ross            ADDRESS: 1962 Griffin Dr            Vallejo CA 94589            PHONE: (707) 655-5612</p>
<p>NAME: Charles Bizzell            ADDRESS: 432 Gilcrest Av            PHONE: 707 319-9457</p>	<p>NAME: LEVESTER Tolbert            ADDRESS: 517 Whitney St            Vallejo CA 94589            PHONE:</p>
<p>NAME: EUGENE Hunter            ADDRESS: 4441 ANCAUSA ST            PHONE: 707 315-2928</p>	<p>NAME: Gwen Lewis            ADDRESS: 2130 Griffin Dr.            Vallejo, Ca. 94589            PHONE: (707) 236-5048</p>
<p>NAME: NOWIS &amp; STEVENS            ADDRESS: 360 Norte Dame St            Vallejo CA 94589            PHONE: 707 310 2067</p>	<p>NAME: Shirley J. Lewis            ADDRESS: 2130 Griffin Dr.            Vallejo, Ca. 94589            PHONE: (707) 558-8243</p>
<p>NAME: Ms. Chuckie Bradshaw            ADDRESS: 357 Pepper Dr            Vallejo, CA 94589            PHONE: 707 553-9963</p>	<p>NAME: Christina Kirkpatrick            ADDRESS: 1841 Griffin Dr            PHONE: 707 455 8435</p>
<p>NAME: Mr. Stayce Gatzon            ADDRESS: 110 Obsidian Ct            Vallejo, CA 94589            PHONE: 707-557-8731</p>	<p>NAME: Monica Kirkpatrick            ADDRESS: 316 Annette Ave            PHONE: 655 8435</p>
<p>NAME: Cornell Orr            ADDRESS: 212 Cassidy St            Vallejo CA 94590            PHONE: (707) 712-2419</p>	<p>NAME: Chance Wilson            ADDRESS: 137 McGrue Ave. VJO            94590            PHONE: (707) 731-2538</p>

Jammaria Scott  
100 Taper Ave 731-2538  
Vallejo, CA 94589

**MEALS ON WHEELS PROGRAM**

**APRIL 02.2008**

**DEAR COUNCIL WOMAN STEPHANIE GOMEZ**

**CAN YOU HELP US?**

**I AM A RETIRED RN CONCERNED ABOUT THE NEED THAT CURRENTLY EXIST IN OUR COMMUNITY HERE IN NORTH VALLEJO. WALK IN**

**REALIZING THAT VALLEJO IS SUFFERING FINANICAL DIFFICULTIES DOES NOT LESSEN THE NEEDS THAT THESE CITIZENS FACE IN THIS AREA.**

**UNLIKE ATHE OTHER AREAS THAT WILL BE LEFT OPEN, NORTH VALLEJO DOES NOT HAVE ESTABLISHED RESIDENCE HOUSING OR A MONEY**

**MAKING ESTABLISHMENT AS DOES THE THREE AREAS THAT WILL BE LEFT OPEN . FLORENCE DOUGLAS CENTER HAS WALK IN SENIORS WILL**

**SOME PAYING ,MARINA TOWERS, LIVE INMEMBES SOME PAYING, bAYANIHAN CENTER @ SEAFOOD CITY A MONEY MAKING BUSINESS ESTAB.**

**MANY CAN PAY.**

**ALL THESE SENIORS DEPEND ON THAT MEAL PER DAY, FIXED INCOMES OR NO INCOMES IS WHAT THEY FACE EACH DAY. THIS CENTER OPENS**

**THEM TO BE SERVED A MEAL A DAY,STORES DONATE BREAD FOR THEM WITH THE PRICES OF BREAD AT AN ALL TIME HIGH PER LOAF. FOR MANY**

**THIS IS THE ONLY MEAL PER DAY, THIS IS WHAT KEEPS MANY FROM SEEKING FOOD STAMPS & FOR MANY FOODS STAMPS NOT PROVIDED DUE TO**

**THEIR SMALL INCOME ARE NOT ELIGIBLE FOR FOOD STAMPS, THIS MEAL IS A FORM OF SURVIVAL FOR MANY. LET US NOT FORGET THAT SENIORS**

**ARE CITIZENS ALSO, WE DO COUNT & WE HAVE & STILL DO MAKE A DIFFERENCE IN OUR COMMUNITIES. DEPRIVE US NOT OUR DAILY BREAD. THERE**

**SO FEW PROGRAMS FOR SENIORS.**

**NORTH VALLEJO IS ALMOST A CITY WITHIN A CITY, AS VALLEJO IS SPREAD OUT VASTELY, THE CREST ,NORTH HILLS, CIMMORON HILLS, TO NAME A**

**FEW. I KNOW THERE IS NOT A MOUTH PIECE FOR THIS AREA, & THAT MY VOICE IS SMALL, BUT I AM THE PEOPLE ALSO, AND WHILE I MIGHT NOT AT**

**PRESENT NEED THIS SERVICE I SEE MY NEIGHBORS WHO COULD & WOULD BENEFIT. THEREFORE I SET MY SIGNATUE FORTH IN THIS NEED.**

**PLEASE ADRESS THIS ISSUE IN A TIMELY MANNER, AS APRIL 25TH HAS BEEN SET ASIDE AS CLOSURE DATE FOR THE CLOSURE DATE OF THE MEALS**

**ON WHEELS @ THE NORTHERN VALLEJO .**

THANK YOU,  
SINCERELY:

Litti Gordon - 235 Genoa Ct  
Vallejo, Ca 94589

Khamisi Mwaniki 120 Donna Ct, Vallejo, Ca.  
94589

Cynthia J - 255 Genoa, Valley, Ca

Vikki Smith - 240 Florida, Vallejo, 94589

Willie Bosworth - 500 Christopher Way 94589

Sammie Scott - 1101 Sesino Village, 94589





**HOUSING & REDEVELOPMENT COMMISSION**

**Date: May 14, 2008**

**TO:** Housing and Redevelopment Commission

**FROM:** Mustafa Abdul-Ghanee, Chairperson

**SUBJECT:** Staff Proposal that the Commission Reduce the Number of Times It Meets per Year from Twelve (12) to Six (6)

**BACKGROUND AND DISCUSSION**

After the February 19, 2008 meeting of the Commission, Susan McCue, Economic Development Program Manager, indicated to me that due to reduced staffing, staff may not be able to support twelve Commission meetings per year as in the past. It was decided that the matter would be brought before the Commission for discussion and a determination of how best to address staff's concerns.

This item is intended to provide an opportunity for full discussion of the staff's concerns, the Commission's requirements under its ordinance and how best to proceed in consideration of reduced staffing in Economic Development and Housing.

**RECOMMENDATION**

Regard this as an informational item at this meeting. Discuss the matter and place it on the June agenda for follow-up discussion and action. At that time it is anticipated that staff will have answered all questions and satisfied any concerns the Commission may have regarding staff's proposal that the Commission amend its meeting schedule.

**DOCUMENTS ATTACHED**

None

**PREPARED BY/CONTACT:**

Mustafa Abdul-Ghanee, Chairperson, Housing and Redevelopment Commission  
(707) 647-4906, or [mabdulghanee@ci.vallejo.ca.us](mailto:mabdulghanee@ci.vallejo.ca.us)



**HOUSING AND REDEVELOPMENT COMMISSION**

**Date: May 14, 2008**

TO: Chair and Commissioners

FROM: Susan McCue, Economic Development Program Manager *Jme*  
Melinda Nestlerode, Acting Housing Program Manager

SUBJECT: APPROVAL OF RESOLUTION AMENDING HRC BY-LAWS

BACKGROUND & DISCUSSION

The City's fiscal challenge has resulted in the permanent loss of one Senior Community Development Analyst position within the Economic Development Division. This staff position focused on Redevelopment Agency administrative duties and projects. Vacant since August of 2007, the Senior CD Analyst had been responsible for providing staff support to the Housing and Redevelopment Commission (HRC), including staffing the monthly meetings, preparing RDA staff reports and responding to Commissioners' questions and request for additional information. Most recently, the Housing Program Director resigned from her position leaving an additional staffing gap in the Housing Authority.

In light of this permanent reduction in staff, the Economic Development Division and the Housing Authority can no longer provide the same level of staff support to the Commission. For that reason, the Economic Development Division and the Housing Authority are prepared to share the staffing responsibilities for a total of six Commission meetings a year.

FISCAL IMPACT

There is no direct fiscal impact related to amending the HRC by-laws to reflect reducing the number of staffed, regular Commission meetings from twelve to six meetings a year.

RECOMMENDATION

Staff recommends approval of the enclosed resolution amending the "By-Laws of the Housing and Redevelopment Commission of the City of Vallejo", last amended on November 14, 2007. The resolution would amend the By-Laws, specifically Section 3.01, Regular Meetings, to indicate that staff will only participate in regular Commission meetings on the second Wednesday of every other month, effective May 14, 2008. A copy of this recommendation was included as miscellaneous correspondence with the March 2008 HRC agenda packet for review/comment.

ALTERNATIVES CONSIDERED

Due to the City's fiscal challenges and the Redevelopment Agency's loss of permanent staff, no other alternatives are feasible.

ENVIRONMENTAL REVIEW

There is no environmental impact associated with approval of the attached resolution.

PROPOSED ACTION

Staff recommends approval of the attached resolution amending the HRC By-Laws to indicate that Commission meetings will be held every other month, effective the date of the approval of the resolution.

DOCUMENT ATTACHED

Attachment A - Resolution

CONTACT: Susan McCue -- Economic Development Program Manager, 553-7283  
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May 14, 2008

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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE HOUSING AND REDEVELOPMENT COMMISSION  
OF THE CITY OF VALLEJO**

WHEREAS, the Redevelopment Agency has reduced its permanent staffing in response to the City's fiscal challenges and existing staff have assumed additional responsibilities and work assignments as a consequence; and

WHEREAS, neither the Economic Development Division nor the Housing Authority have sufficient staffing levels to adequately manage the Housing and Redevelopment Commission's monthly meetings; and

WHEREAS, the Housing and Redevelopment Commission currently holds regular meetings on the second Wednesday of every month at 7:30 pm in the Council Chamber of City Hall.

NOW, THEREFORE, BE IT RESOLVED, that the Housing and Redevelopment Commission hereby amends its by-laws, specifically Section 3.01, Regular Meetings, to indicate that staff will only participate in regular Commission meetings on the second Wednesday of every other month, effective May 14, 2008. The amended by-laws supersede all previous Commission rules for the transaction and conduct of its meetings pursuant to the ordinance establishing the Housing and Redevelopment Commission (Ord. No. 276 N.C. (2d)) adopted by the Council of the City of Vallejo.

May 14, 2008

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