

CITY OF OAKLAND

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2012 SEP 13 PM 2:31

# AGENDA REPORT

TO: DEANNA J. SANTANA  
CITY ADMINISTRATOR

FROM: Fred Blackwell

SUBJECT: Restructure CDBG District Boards

DATE: August 27, 2012

City Administrator

Date

Approval:

9-11-12

COUNCIL DISTRICT: Citywide

## RECOMMENDATION

Staff recommends that the City Council adopt:

**A Resolution Authorizing The City Administrator To Restructure the Community Development Block Grant District Boards; and Rescinding Any Inconsistent Provisions Of Resolutions No. 76276 And 78102**

## EXECUTIVE SUMMARY

The City of Oakland was officially notified on June 3, 2011 that the FY 2011-12 Community Development Block Grant (CDBG) allocation had been reduced by approximately 17 percent, a decrease of \$1,530,436 from the FY 2010-11 entitlement grant amount. On July 19, 2011, the Oakland City Council authorized the submission of a revised Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) that reflected the reduced program allocations. The Council accepted staff's recommendation for an across-the-board reduction in proposed allocations since a substantial amount of time and work had been invested in the CDBG District Board recommendation process.

The Council directed that given the likelihood of additional cuts to the CDBG budget in FY 2012-13, staff should initiate an evaluation process over the FY 2011-12 year to review the CDBG recommendation process and to establish a policy direction for making future funding decisions. The Council agreed that it wishes to retain some form of citizen participation but suggested staff make a determination as to what would be the most efficient process.

Item: 8

CED Committee

September 25, 2012

## OUTCOME

If adopted, the resolution will re-configure the seven current individual CDBG District Boards into one City-wide Advisory Board, with two elected/appointed/selected members from each district, including one elected/appointed /selected member at large.

## BACKGROUND

The HUD Regulations for the CDBG program encourage citizen participation entities but only requires two public hearings each program year. Therefore, the City can exercise the option to replace the seven CD District Boards with a centralized Citywide Advisory body and still be in compliance with HUD Regulations.

In 2001, the boundaries of the Council Districts and the CD Districts were made coterminous, and Council members have since assumed a more proactive role in the functioning of the Board in their respective Districts, as well as in identifying funding priorities. The Boards were changed from recommending to advisory bodies, and staff now plays a support role, without the discretion previously held to exercise oversight of the structure and process. (See Resolutions No. 76276 and 78102, which set forth the current structure.) A recent trend is a decrease in participation to the point that the level of attendance in some Districts is below the quorum required in the current Rules and Procedures, and the City Attorney has expressed concern that the actions taken by Boards without a full quorum do not constitute an official funding recommendation.

## ANALYSIS

On September 22, 2011, a community meeting was held with Chairpersons and Members of the seven CD District Boards to assess how Oakland's citizen participation and funding recommendation processes might be structured in response to declines in funding, staff resources, and levels of participation on the Boards.

Staff composed information from the September 22<sup>nd</sup> meeting into a comprehensive document, consolidating the information discussed. This document of information summarizing the primary areas of input from attendees was provided to the CD District Board Chairpersons and Members. The discussion revolved around the restructuring of the CD Boards, and there was no single definitive recommendation of any one structure. There were issues related to the existing Board structure pertaining to the Council offices giving directions to the Boards in their Districts. Specifically, the manner of organizational oversight varied significantly and the functioning of the Board was shaped by the priority accorded by the Councilperson. With other community boards addressing issues not related to the CDBG program, the District Boards were not the only

mechanism for citizens' voices to be heard by the City Council. Some District Board members felt they have not had sufficient access to data needed to effectively determine and address priorities, such as available funding resources, and that certain social needs, such as safety, hunger and senior services were not being adequately met. Some felt that a centralized citizen participation structure would maximize participation and resources and allow for the representatives of the seven Districts to be aware of all funding requests, while still addressing their respective needs and priorities. This centralized citizen participation process would minimize the need for requesting organizations to make multiple presentations to the different District Boards. Concerns identified were that a centralized body would diffuse the interest, participation and control at the individual Board level, and Districts would have input on funding determinations for other Districts. There existed a potential for conflict between vested interest groups, and there would be limited opportunities to interact with funded recipients during the year, especially to monitor their accountability in meeting program goals. For more information on issues discussed, please refer to *Attachment A*.

The proposed restructuring options presented and discussed were as follows:

- Establishing a Citywide body with representatives of each District appointed by the Councilmembers, with seven committees each assigned to address the needs and priorities of the respective District, and allowing individual District Boards to continue to function if the respective Councilmember so desired and was able to provide staffing for the Board in his/her respective District;
- Drawing on the Oakland Community Action Partnership model of an advisory body with representatives from the seven Districts, the offices of elected officials and the County, and other public entities, which conducts needs assessment and allocates funding on a Citywide basis, and engages community residents funding recommendations and proposal review;
- Implementing a two-tier hybrid structure with a centralized body for the Districts with a smaller low- and moderate-income population, and retaining the independence of the Boards in Districts with a larger low- and moderate-income population;
- Retaining the existing seven District Board structure but reducing the number of times each meet during the year and for the sole purpose of reviewing funding proposals and formulating recommendations;
- Re-establishing the Council of Seven CD District Chairperson as a vehicle to encourage participation in areas that are less involved;

- Retaining the CD District Boards to provide citizen participation in the CDBG program and creating a separate structure for non-CDBG issues.

After staff composed the information discussed from the meeting into a comprehensive document; staff reviewed the details and determined the recommendation of the restructure of the current CD District Board to a Citywide Advisory Board. The rationale of staff's recommendation are due to limited staff resources to maintain seven (7) CD District Boards, the decrease in participation of the CD District Boardmembers, to the point that the level of attendance in some Districts is below the quorum required in the current Rules and Procedures. The City Attorney has expressed concern that the actions taken by Boards without a full quorum do not constitute an official funding recommendation. Lastly, due to the continuous CDBG budget restraints, HUD has recommended that the City's CD District Boards and its citizen participation and funding recommendation processes move to a more streamline procedure.

### PUBLIC OUTREACH

On September 22, 2011, a community meeting was held with Chairpersons and Members of the seven CD District Boards to assess how Oakland's citizen participation and funding recommendation processes might be structured in response to the decline in funding and staff resources as well as in participation on the Boards.

### COORDINATION

Staff has worked with the City Attorney's Office and City Council for direction of a method or organizational oversight of a restructured Citywide Advisory Board.

### COST SUMMARY/IMPLICATIONS

There are no costs associated with this report.

### SUSTAINABLE OPPORTUNITIES

**Economic:** CDBG grants fund and support organizations that provide economic development, public facilities, infrastructure and social services for low and moderate income communities and expand social service and construction jobs. Projects that receive funding through HOME and HOPWA expand the affordable housing inventory and generate construction and professional service jobs. ESG supports homeless persons with basic shelter and essential supportive services, and can assist with the operational costs of the shelter facility, and for the

administration of the grant. ESG also provides short-term homeless prevention assistance to persons at imminent risk of losing their own housing due to eviction, foreclosure, or utility shutoffs.

***Environment:*** CDBG provides funding for services to rehabilitate blighted or substandard housing, remove hazards such as lead-based paint and other health and building safety issues that help preserve existing City housing stock and improve the environment. The CDBG also provides funding for the Residential Lending Program which administers the housing rehabilitation programs. Staff encourages construction contractors, property owners and housing developers to make substantial use of recycled content building materials, energy-conserving building designs and appliances, and water conserving fixtures and landscaping. Housing Development loans support construction projects that will meet or exceed the green building standards developed by StopWaste of Alameda County and must be GreenPoint Rated. Also, housing development projects are infill projects near transportation and reduce pressure to build on agricultural and other undeveloped land and reduce dependency on automobiles.

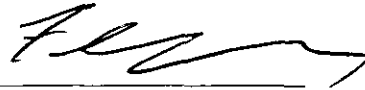
***Social Equity:*** Services and housing provide benefit to neighborhoods, low-moderate community, elderly and disabled and contribute to the safety, security and well-being of homeowners.

**CEQA**

This report is not a project under CEQA.

For questions regarding this report, please contact Lisa Brown, CDBG/Commercial Lending Manager, at (510) 238-2064.

Respectfully submitted,



Fred Blackwell  
Assistant City Administrator

Reviewed by:  
Michele A. Byrd, Director  
Department of Housing and Community Development

Prepared by:  
Lisa D. Brown, Manager  
Community Development Block Grant Programs

Attachment A: Summary of Meeting Notes  
Attachment B: Resolutions No. 76276 And 78102

## CITY OF OAKLAND



250 FRANK H. OGAWA PLAZA, SUITE 5313 • OAKLAND, CALIFORNIA 94612-2034

Community and Economic Development Agency  
Community Development (CDBG) Programs

(510) 238-3716  
FAX (510) 238-6956  
TDD (510) 839-6451

May 2, 2012

To: The Seven CD District Board Chairpersons and Members

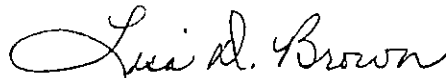
On September 22, 2011, a community meeting was held with Chairpersons and Members of the seven CD District Boards to assess how Oakland's citizen participation and funding recommendation processes might be structured in response to the decline in Community Development Block Grant (CDBG) funding and staff resources as well as in participation on the Boards. A detailed transcript of the meeting discussion is attached for your reference. The primary areas of input from attendees covered the following:

1. Issues related to the existing Board structure: With the Council offices giving direction to the Boards in their Districts, the method of organizational oversight varies significantly and the functioning of the Board is shaped by the priority accorded by the Councilperson. With other community boards addressing issues not related to the CDBG program, the District Boards are not the only mechanism for citizens' voices to be heard by the City Council. Some District Board members feel they have not had sufficient access to data, for example on available funding resources, needed to effectively determine and address priorities; and certain social needs, such as safety, hunger and senior services are not being adequately met.
2. Issues related to a centralized citizen participation structure: This would maximize participation and resources; allow for the representatives of the seven Districts to be aware of all funding requests while still addressing their respective needs and priorities; and minimize the need for requesting organizations to have to make multiple presentations to the different District Boards. The concerns identified were that a centralized body would diffuse the interest, participation and control at the individual Board level; Districts would have input on funding determinations for other Districts; there might be a potential for conflict between vested interest groups; and there would be limited opportunities to interact with funded recipients during the year, especially to monitor their accountability in meeting program goals.
3. Issues of concern related to funding: Some of the District Board members want the assurance that funding would not be combined in a pool but would still be allocated for each District to address their respective needs and priorities, but others felt that targeting different selected areas or services in each funding cycle with community input would maximize the impact of the funds. Consideration of synchronizing requests for proposals for social services programs across City departments was encouraged to provide broader opportunities for service providers to apply for funding designed to support their particular programs.

4. Proposed restructuring options: Whatever structure is selected, it is critical that citizen participation is maintained and that there is a mechanism for representatives to report back to and keep their District residents informed. The options presented were:
- a. Retaining the existing seven District Board structure but reducing the number of times each meet during the year and for the sole purpose of reviewing funding proposals and formulating recommendations.
  - b. Implementing a two-tier hybrid structure with a centralized body for the Districts with a smaller low- and moderate-income population, and retaining the independence of the Boards in Districts with a larger low- and moderate-income population.
  - c. Retaining the CD District Boards to provide citizen participation in the CDBG program and creating a separate structure for non-CDBG issues.
  - d. Reestablishing the Council of Seven CD District Chairperson as a vehicle to encourage participation in areas that are less involved.
  - e. Establishing a Citywide body with representatives of each District appointed by the Councilmembers and with seven committees each assigned to address the needs and priorities of the respective District, and also allowing individual District Boards to continue to function if the respective Councilmember so desires and is able to provide staffing for the Board in his/her respective District.
  - f. Drawing on the Oakland Community Action Partnership model of an advisory body with representatives from the seven Districts, the offices of elected officials and the County and other public entities which conducts needs assessment and allocates funding on a Citywide basis, and engages community residents funding recommendations and proposal review.

Staff expects to schedule recommendations on restructuring for the City Council's consideration on an agenda in July 2012.

Sincerely,



LISA D. BROWN

Community Development Programs Manager

Attachment (1)



September 22, 2011 -Meeting Notes  
RESTRUCTURING OF OAKLAND'S CDBG  
CITIZEN PARTICIPATION AND FUNDING RECOMMENDATION PROCESSES

1. History of Citizen Participation Structure

- HUD Regulations no longer requires citizen participation entities but only two public hearings each program year
- District Boards have been changed from recommending to advisory bodies
- The boundaries of the Council Districts and the CD Districts were made coterminous
- Councilmembers assumed a more proactive role in the functioning of the District Boards and identifying funding priorities
- Staff now function in a supportive capacity and do not have the discretion they used to have in oversight of the structure and process

2. Realities of Existing District Board Structure

- With the Council offices giving direction to the Boards in their respective Districts, there is not a consistent method or structure for oversight of the structure
- The priority the respective Councilperson accords to his/her District Board shapes its viability
- With other community boards addressing issues not related to CDBG, the District Boards are not the only mechanism for citizens' voices to be heard by the Council
- The method of determining a quorum is not consistent and the City Attorney has directed staff to inform the City Council which Boards made funding recommendations that do not constitute an official action since there was not a legal quorum
- The organizational rules are not uniformly observed
- There is not consistent adherence to parliamentary procedure
- The manner in which the Boards currently function varies by District
- HCD no longer has the fiscal or human resources to staff the seven District Boards
- The CDBG program though vital is no longer as well known and vested interest in the program has waned despite continued mass mailings sent by staff
- The statutory requirement of benefit to principally low- and moderate-income persons could be excluding persons who are not low- and moderate-income from the potential pool of volunteers to serve on the District Boards
- Has the injection of CDBG funds made a difference in the community?
- Targeting was a attempt to maximize CDBG funds
- The community has not had full access to the data needed to effectively determine priorities, for example, what other funding resources are available in the District boundaries
- Certain social needs such as safety, hunger and senior services have not been adequately addressed
- Priority has not been given to impacting the neighborhoods
- Leadership has been lacking to keep the District Boards functioning effectively

3. **Rationale for Restructuring of Citizen Participation Structure and Funding Allocation Process**

- Impact of reductions in HUD funding
- Impact of City's budget deficit
- The changing dynamics and social realities that affect how people choose to participate
- Need for a new phase in the CDBG program in light of the constraints in resources
- There is a need to consider City issues from a holistic perspective in order to improve conditions

4. **Advantages of a Centralized Citizen Participation Structure**

- Ensures participation at a broader level
- Allows the seven Districts to be aware of all funding requests
- Respective District representatives can still address their District needs and priorities
- Minimizes the need for requesting organizations to have to make multiple presentations at different District Boards

5. **Concerns Related to a Centralized Citizen Participation Structure**

- Interest and participation in individual Districts would be diffused
- Local control would be lessened
- The structure is the ultimate manifestation of local government, allowing residents to effect change and see it manifested
- The review of funding proposals at the District Board level provides the community with information on diverse service providers and the opportunity to support their programs.
- Funding for each District would be determined with input by residents from other Districts
- The CDBG program is only one aspect of what District Boards are involved in
- There is a need to meet during the year and not just to make funding decisions because the District Boards play a role in holding funding recipients accountable in meeting goals
- The mandatory furlough schedule could also affect the staffing of a Citywide body
- A Citywide decision-making process could result in conflict between vested interest groups
- If staff influences the decision-making they need new ways of thinking and appropriate resources
- If there is not a shift in thinking, the outcome will not change
- There is political pressure to influence how limited resources are allocated and how to maximize the use of CDBG funds
- The restructuring should be an effort to find new ways of utilizing the funds and not a way of killing the CDBG program and citizen participation
- District residents best know their own needs and issues and how the funds should be used

6. **Issues Of Concern To Be Addressed - Funding**

- Determining whether funding for District programs would be combined in a pool or be allocated by Districts

- Clearly defined guidelines for the allocation of funding for each District
- The impact on individual District's funding needs and priorities
- The loss of funding that is currently available to the Districts
- The loss of residents would impact the amount allocated to Districts given that the level of CDBG funds is contingent on the size of the low- and moderate-income population determined by census data
- Funding should not be allocated to those Districts in which the respective Councilmember is not actively involved in the functioning of the District Board
- Consideration should be given to synchronizing requests for proposals for social services so applicants can apply for funding from the program that is designed to fund the services they provide
- Funding should be targeted to selected areas or services in each funding cycle to maximize the impact of the resources rather than spreading the funds Citywide, but Districts must keep in mind that not all of them will be given priority in a particular cycle
- There must a vehicle to ensure collaboration with citizens in identifying the services, areas or programs to be targeted

#### 7. Restructuring Options

- Retain the existing seven District Boards structure but reduce the number of times they each meet to minimize the demand on staff resources – e.g., meetings being held 2-3 times during the year for the sole purpose of reviewing funding proposals and formulating recommendations .
- Implement a two-tier hybrid structure with a centralized body for the Districts with a smaller low- and moderate-income population, and retaining the independence of the Boards in Districts with a larger low- and moderate-income population.
- Retain the CD District Boards to provide citizen participation in the CDBG program and create a separate structure for non-CDBG issues, e.g. arrange the meeting agenda so that the CDBG issues are separately addressed from non-CDBG issues.
- Reestablish the Council of Seven CD District Chairperson as a vehicle to encourage participation in areas that are less involved.
- A Citywide body with representatives of each District appointed by the Councilmembers and with seven committees each assigned to address the needs and priorities of the respective District.
- In addition to the Citywide body, individual District Boards may continue to function if the respective Councilmember so desires and is able to provide staffing for the Board in his/her respective District.
- The Oakland Community Action Partnership model: 1) an advisory body designated by the State as the CAP Board for the County; 16 member board with representatives from the low- and moderate-income seven Districts, the offices of elected officials, the County, the Housing Authority, United Seniors; conducts needs assessment and allocates Federal funding on a Citywide basis; an open process for grant review; 2) community residents having a strong voice and a broader role in scoring proposals.
- What structure is selected, it is critical that citizen participation is maintained and that there is a mechanism for representatives to report back to and keep their District residents informed

## OAKLAND CITY COUNCIL

RESOLUTION No. 76276 C.M.S.

RESOLUTION TO 1) RESCIND RESOLUTION #70999 C.M.S. WHICH AUTHORIZED ESTABLISHMENT OF THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CITIZEN PARTICIPATION PROCESS; 2) RESCIND RESOLUTION NO. 74274 C.M.S. WHICH AMENDED ELEMENTS OF THE CITIZEN PARTICIPATION PROCESS; 3) RESCIND RESOLUTION NO. 63566 C.M.S. APPROVING BY LAWS; 4) ABOLISH EXISTING BY LAWS FOR THE SEVEN COMMUNITY DEVELOPMENT DISTRICT BOARDS AND 5) ADOPT THE COMMUNITY DEVELOPMENT BLOCK GRANT CITIZENS PARTICIPATION PROCESS APPROVED BY MOTION OF THE CITY COUNCIL ON JUNE 6, 2000.

WHEREAS, the City has adopted a CDBG Citizens Participation Process ("CD/CP Process") for reviewing proposals and recommending organizations for CDBG funding; and

WHEREAS, on May 10, 1994 The Council adopted Resolution No. 70999 C.M.S. which authorized major reform of the CD/CP Process, based on recommendations of a Council-established working group; and

WHEREAS, on January 21, 1986 the Council adopted Resolution No. 63566 C.M.S. which approved standardized By-laws; and on May 26, 1998 the Council adopted Resolution No. 74274 C.M.S. approving amendments to the By-laws; and

WHEREAS, the Economic Development, Community Development, and Housing ("ED/CD") Committee of the City Council at its regular meeting on May 30, 2000 considered a report recommending major restructuring of the CD/CP Process, and the City Council approved the recommendations to revise the CD/CP Process at its meeting on June 6, 2000; , now, therefore, be it

RESOLVED: that the CDBG Citizen Participation process is hereby revised as follows:

- A. The City Manager or designee will be responsible for preparing an annual Community needs assessment that describes the needs identified by citizens living in the CD Districts.
- B. The City Manager or designee shall be responsible for conducting an annual Evaluation of the prior year's programs .
- C. Based on the Community needs assessment, evaluations and public input, the City Council will determine the percentage allocation for Housing, Economic Development,

Administration and Neighborhood improvement/public service activities, Upon approval of City Council, a request for Proposal (REP) will be issued.

- D. City Council representatives will conduct elections for CDBG District Boards. Council members will appoint a 17-member Citizens Advisory Committee ("CAC") made up of representatives of CDBG eligible communities.
- E. All proposals requesting CDBG funds allocated for Economic Development, Housing, Neighborhood Improvement, and Public Service programs and Administrative activities shall be sent to the City Manager or designee and then shall be submitted by the City to the appropriate CD district boards for review. The CD district boards' recommendations shall be forwarded to the CAC, which shall consider the CD Boards' advice and thereafter make its own recommendation to the City Manager. The City Manager will make the final recommendation to City Council.
- F. Pursuant to HUD requirements, the City Council shall hold two public hearings each year— one to review program performance, and one to review program allocations and obtain additional public input.
- G. Following the two public hearings, the City Council shall make the final allocation of all CDBG funds for eligible programs and shall approve the Annual Action Plan, which will be submitted to HUD; and be it;

**FURTHER RESOLVED:** That the organizational structure and composition of the Seven CD Districts' Boards of Directors and general membership shall be as follows:

#### Membership Criteria

- A. General membership in a CD District Board shall be open to residents and Business Owners of the CD District who are at least 18 years old.

#### Composition of Boards of Directors

- B. Each CD District Board shall have 15 directors (officers included).
- C. All directors shall serve as directors at-large, elected by the general membership. All directors must be members of that CD District.

#### Composition of Citizen Advisory Committee

- D. The Citizens Advisory Committee shall be comprised of 17 members: Three (3) appointed by the President of the City Council, and two (2) appointed by each of the other City Council members. Each Council member must appoint at least one CAC member from the elected CD Board in his/her District. All members of the Citizens Advisory Committee shall be from Oakland CD Districts. The CAC members shall serve a one-year term to commence in October. In the event of a vacancy during the term, the Council member in the District with the vacancy shall appoint a person for the unexpired portion of the term.

### Election of Directors and Appointment of Officers

- E. All CD District directors shall be elected by the general membership. Directors shall be elected to a one-year term.
- F. CD District Board chairpersons shall be appointed by the City Council member from the Board of Directors. All officers shall serve one-year terms. Any vacancy in the Office of Chairperson shall be filled immediately by the City Council member in the District from the Board of Directors for the unexpired portion of the term.
- G. All CD District Board elections shall be held each year during the month of September. The term of office for all elected directors and officers shall begin October of each year,
- H. The City Council Member for each CD District shall be charged with ensuring that all geographic areas in the District be given the opportunity to be represented on the Board.

### Removal of CD District Board Directors and CAC Members

- I. A CD District Board Director may be removed pursuant to Section 601 of the Oakland City Charter, upon recommendation from two-thirds of the CD Board of which the director is a member. Causes for removal shall include, but not be limited to, conviction of a felony, misconduct, incompetence, inattention or inability to perform duties.
- J. A CAC member may be removed pursuant to Section 601 of the Oakland City Charter, upon recommendation from two-thirds of the CAC or upon recommendation of the Council member, or successor, who appointed the person recommended for removal. Causes for removal shall include, but not be limited to, conviction of a felony, misconduct, incompetence, inattention or inability to perform duties.

FURTHER RESOLVED: That the above rules governing CD District members, directors and officers shall become effective and shall be in force for each CD District beginning in November 2000, and that this Resolution shall have precedence over any conflicting rules and procedure provisions; and be it

FURTHER RESOLVED: That all CD bylaws are hereby abohshed. The City Manager or his designee, in consultation with the City Attorney, is hereby authorized and directed to establish rules and procedures for each CD District consistent with this Resolution, and the rules and procedures will be deemed approved upon issuance by the City Manager. Such rules and procedures may be revised or amended by the City Manager or designee consistent with this Resolution; and be it

FURTHER RESOLVED: That City staff, the CD District Boards, the Citizens Advisory Committee, and the City Council shall not consider any incomplete CDBG funding proposals or any proposal submitted after the established applicahon submission deadline; and be it

FURTHER RESOLVED: That the City Council shall not consider any CDBG funding proposal if the appropriate CD District Board and the Citizens Advisory Committee have not been given an opportunity to review the proposal; and be it

**FURTHER RESOLVED:** That each CD District Board may recommend no more than eight proposals for funding each year to the City Council; and he it

**FURTHER RESOLVED:** That no CDBG contract shall be amended to extend the time of performance or modify the scope of services more than twice, unless there are unusual circumstances that justify additional amendments; and be it

**FURTHER RESOLVED:** That Resolutions Nos. 70999 C.M.S., 63566 C.M.S., and 74274 C.M.S. are hereby rescinded and CD District Board By-laws revoked; and be it

**FURTHER RESOLVED:** That the City Manager or his designee is hereby authorized and directed to implement all said directives of the City Council, and to take whatever other action is necessary in his/her discretion to carry out the intent of this Resolution.

IN COUNCIL, OAKLAND, CALIFORNIA, FEB 13 2001, 2001


**PASSED BY THE FOLLOWING VOTE:**

AYES- BRUNNER, CHANG, ~~MATEY~~, NADEL, REID, ~~SPEES~~, WAN, AND CHAIRPERSON DE LA FUENTE - 6

NOES- None

ABSENT- Spees (Excused) - 1

ABSTENTION- None

ATTEST:   
CEDA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland

2003 JUL 10 PM 6:40

# OAKLAND CITY COUNCIL

RESOLUTION NO. 78102 C. M. S.

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_

**RESOLUTION TO AMEND RESOLUTION NO. 76276 C.M.S TO EXTEND THE TERM OF ELECTED COMMUNITY DEVELOPMENT DISTRICT BOARD AND CITIZENS ADVISORY COMMITTEE MEMBERS TO TWO-YEARS; AND TO REALIGN COMMUNITY DEVELOPMENT DISTRICT BOUNDARIES BASED UPON THE NEW LOW AND MODERATE INCOME BLOCK GROUP DETERMINATIONS FROM THE 2000 CENSUS DATA AND THE REDISTRICTING OF CITY COUNCIL DISTRICT BOUNDARIES**

**WHEREAS**, the City has adopted a CDBG Citizens Participation Process for reviewing proposals and recommending organizations for CDBG funding through Resolution No. 76276 C.M.S. adopted on June 6, 2000; and

**WHEREAS**, the Community and Economic Development Committee of the City Council at its regular meeting on December 3, 2002, considered a report and staff recommendations to extend the term of elected Community Development (CD) District Board Members to two year terms and the City Council approved, by motion, to extend the term of elected Community Development District Board Members to two-year terms at its meeting on February 18, 2002; now, therefore, be it

**RESOLVED:** That Resolution No. 76276 C.M.S. is hereby amended to revise the CDBG Citizens Participation Process as follows:

**Election of Directors and Appointment of Officers**

- A. All CD District directors shall be elected by the general membership. Directors shall be elected to a two-year term.
- B. CD District Board chairpersons shall be appointed by the City Councilmember from the Board of Directors. All officers shall serve two-year terms. Any vacancy in the Office of Chairperson shall be filled immediately by the City Councilmember in the District from the Board of Directors for the unexpired portion of the term.
- C. All CD District Board elections shall be held every other year during the month of September, starting in September of 2003. The term of office for all elected directors and officers shall begin October of each election year.
- D. The City Councilmember for each CD District shall be charged with ensuring that all geographic areas in the District be given the opportunity to be represented on the Board.



Composition of the Citizens Advisory Committee

The Citizens Advisory Committee (CAC) shall be comprised of 17 members: three (3) appointed by the President of the City Council, and two (2) appointed by each of the other City Councilmembers. Each Councilmember must appoint at least one CAC member from the elected CD Board in his/her District. All members of the Citizens Advisory Committee shall be directors from Oakland CD Districts. The CAC members shall serve a two year term to commence in October of the election year for CD District Board Members. In the event of a vacancy during the term, the Councilmember in the District with the vacancy shall appoint a person for the unexpired portion of the term.

and be it

**FURTHER RESOLVED:** That the Community Development District Boundaries are hereby realigned based upon the new Low and Moderate Income Block determinations from the 2000 Census Data and the redistricting of City Council boundaries as shown on the map attached to this Resolution as Attachment A.

IN COUNCIL, OAKLAND, CALIFORNIA, SEP 30 2003, 2003

PASSED BY THE FOLLOWING VOTE:


AYES- ~~BROOKS~~, BRUNNER, CHANG, NADEL, QUAN, ~~REID~~, WAN AND  
PRESIDENT DE LA FUENTE - 6

NOES- Brooks, Reid - 2

ABSENT- 0

ABSTENTION- 0

ATTEST:

  
for CEDRA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland, California

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

APPROVED AS TO FORM AND LEGALITY:

*M. Mowdon*

DEPUTY CITY ATTORNEY

2012 SEP 13 PM 2:31

## OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C. M. S.

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### RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO RESTRUCTURE THE COMMUNITY DEVELOPMENT BLOCK GRANT DISTRICT BOARDS; AND RESCINDING ANY INCONSISTENT PROVISIONS OF RESOLUTIONS NO. 76276 AND 78102.

**WHEREAS**, the City has adopted the Community Development Block Grant Citizen Participation Process ("CD/CP Process") for reviewing proposal and recommending organizations for the CDBG funding; and

**WHEREAS**, on January 21, 1986, Council adopted Resolution No. 63566 C.M.S. which approved standardized By-laws; and on May 26, 1998 the Council adopted Resolution No. 74274 C.M.S. approving amendments to the By-laws; and

**WHEREAS**, on May 10, 1994, Council adopted Resolution No. 70999 C.M.S. which authorized major reform of the Community Development Block Grant (CDBG) Citizen Participation Process based on recommendations of a Council-established working groups; and

**WHEREAS**, on February 21, 2001, Council adopted Resolution No. 76276 C.M.S. authorizing the City's Community Development Block Grant Program Citizen Participation Process creating the organizational structure and composition of the seven Community Development District Boards and general membership; and

**WHEREAS**, on September 30, 2003, Council adopted Resolution No. 76276 C.M.S. authorizing the City's Community Development Block Grant Program Citizen Participation Process creating the organizational structure and composition of the seven Community Development District Boards and general membership; and

**WHEREAS**, the City currently has seven Community Development (CD) District Boards who act as an advisory boards to make funding recommendations for CDBG; and

**WHEREAS**, the Council directed that given the likelihood of additional cuts to the CDBG budget in FY 2012-13, staff should initiate an evaluation process to review the CDBG recommendation process and to establish a policy direction for making future funding decisions; and

**WHEREAS**, on September 22, 2011, a community meeting was held with Chairpersons and Members of the seven CD District Boards to assess how Oakland's citizen participation and funding recommendation processes might be structured in response to the decline in funding and staff resources as well as in participation on the Boards

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**WHEREAS**, based upon discussions on the CD District Boards, staff recommends reconfiguration of the CDBG District Boards to a City-wide Advisory Board with two members from each district including 1 member at large; now, therefore, be it

**RESOLVED:** That the current seven Community Development (CD) District Boards a restricted to a City wide Advisory Board; and be it

**FURTHER RESOLVED:** That the Citywide Advisory Board will consists of two members for the CD Districts and one member at large; and be it

**FURTHER RESOLVED:** Any conflicting rule or procedure regarding the Citizens Advisory Committee and the Community Development Districts in Resolutions No. 76276 And 78102 is hereby rescinded; and be it

**FURTHER RESOLVED:** That the structure of the Citywide Advisory Board and process be reviewed and approved as to form and legality by the City Attorney, and be it

**FURTHER RESOLVED:** the City Administrator and/or his designee is authorized to restructure the CDBG Boards, including the future presentation of any required legislation to the Council, and take any other action with respect to the allocation of CDBG funds consistent with this Resolution and its basic purpose.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, SCHAFF, and  
PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_  
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California

  
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