

AGENDA



HOUSING AND COMMUNITY DEVELOPMENT (HCD) COMMISSION REGULAR MEETING

THURSDAY, FEBRUARY 1, 2024
7:00 P.M.

VALLEJO ROOM
LOWER LEVEL OF THE JFK LIBRARY
505 SANTA CLARA STREET
VALLEJO, CA 94590

Jared Bunde
Jose Carrizales
S. Bre Jackson
Cassandra James
Tonia Lediju
Dennis Patrick
Amelia Shoulders

Members of the public will be able to participate in person or remotely via Zoom. The Vallejo Room will be open to members of the public 30 minutes prior to the start of the meeting.

IMPORTANT NOTICE REGARDING THE FEBRUARY 1, 2024 HCD COMMISSION MEETING

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Housing and Community Development Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the Presiding Officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Secretary of the Commission prior to the consideration of the item.

Members of the public have the right to speak on any item on this agenda. Those wishing to address the Housing and Community Development Commission on an Action Calendar item are limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.

PUBLIC COMMENT: Members of the Public may provide public comments during the Housing and Community Development Commission. Hybrid options are available for members of the public to participate.

- In person
- <https://zoom.us/my/vallejoec>
Password: 131313
From the Zoom App: (Join by Computer, Smartphone, or iPad)
 - Selection JOIN
 - Meeting ID: 851 502 7190
 - Password: 131313
- Phone (voice only):
 - Dial (669) 900-6833
 - Enter Meeting ID: 851 502 7190#
 - You may be asked to enter a password: 131313.
 - Press *6 to unmute yourself and *9 to digitally raise your hand from the phone if you wish to speak.

In-person speakers will be recognized first. For additional instructions on how to speak remotely during public comment, please visit www.cityofvallejo.net/publiccomment.

VIEW THE MEETING: There are four different ways you can view this public meeting:

- In person
- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://zoom.us/my/vallejoec>

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Housing and Community Development Commission, will be available for public inspection at the Housing and Community Development Department, 200 Georgia Street, Vallejo, CA 94590 at the same time that the public records are distributed or made available to the Housing and Community Development Commission. Such documents may also be available on the City of Vallejo website subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4507, TDD (800) 735-2929.

ADDITIONAL CITY INFORMATION

Members of the public can:

Like us on Facebook and Instagram ([@cityofvallejo](https://www.facebook.com/cityofvallejo))

LinkedIn: [Linkedin.com/company/city-of-vallejo](https://www.linkedin.com/company/city-of-vallejo)

Sign up to receive City Communications via e-mail (www.cityofvallejo.net/subscribe)

Sign up for emergency alerts at: alertsolan.com

AGENDA

City of Vallejo Housing and Community Development Commission

February 1, 2024



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at dawn.abrahamson@cityofvallejo.net. Notification at least 48 hours prior to a meeting will enable the City to make reasonable arrangements to ensure accessibility to that meeting. [28 CFR.35.102.35.104 ADA Title II]. The Vallejo Housing and Community Development Department may be contacted as follows: Tel: (707) 553-7204, Fax: (707) 648-5249, or e-mail: chari.francisco@cityofvallejo.net. The hearing impaired may call the California Relay Service at (800) 735-2922 without a TTY/TDD, or (800) 735-2929 with a TTY/TDD.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PRESENTATIONS

A. Update on Homelessness by City Manager's Office Staff

5. APPROVAL OF MINUTES

A. January 4, 2024 Regular Meeting

6. WRITTEN COMMUNICATIONS

7. REPORT OF THE SECRETARY

8. REPORT OF THE CHAIR AND MEMBERS OF THE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION, AND LIAISON REPORT

A. Report of the Chair and Members of the Housing and Community Development Commission

B. Report of City Council Liaison to the Housing and Community Development Commission

9. COMMUNITY FORUM

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

Members of the public wishing to address the Commission may do so by submitting a completed speaker's card to the Secretary or via teleconference. Each speaker participating under the Community Forum shall be limited to a maximum of three minutes pursuant to Vallejo Municipal Code Section 2.02.300.

Any interested members of the public desiring to communicate with the Commission as part of the Community Forum may do so via:

- In person
- Zoom: <https://zoom.us/my/vallejoeoc>
Password: 131313

From the Zoom App: (Join by Computer, Smartphone, or iPad)

AGENDA

City of Vallejo Housing and Community Development Commission

February 1, 2024

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10. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

Members of the public wishing to address the Commission on Consent Calendar items may do so by submitting a completed speaker's card to the Secretary or via teleconference. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310.

Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the Commission. Items removed from the Consent Calendar will be heard immediately after approval of the Consent Calendar and the Agenda.

Any interested members of the public desiring to communicate with the Commission on Consent Calendar Items may do so via:

- In person
- Zoom: <https://zoom.us/my/vallejoec>
 - Password: 131313
 - From the Zoom App: (Join by Computer, Smartphone, or iPad)
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11. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

12. ACTION CALENDAR

Members of the public wishing to address the Commission on Action Calendar items may do so by submitting a completed speaker's card to the Secretary or via teleconference. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.

Any interested members of the public desiring to communicate with the Commission on the Action Calendar may do so via:

- In person
- Zoom: <https://zoom.us/my/vallejoec>
Password: 131313
From the Zoom App: (Join by Computer, Smartphone, or iPad)
 - Selection JOIN
 - Meeting ID: 851 502 7190
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- A. City's response to questions/comments made by Legal Services of Northern California during the HCD Commission's regular meeting on October 5, 2023 regarding five properties included in the Public Review Draft of the Housing Element
- B. Public Hearing: Housing and Community Development Needs

In accordance with its Citizen Participation Plan, the City of Vallejo shall conduct at least two public hearings every year on its Annual Plans. The first public hearing shall be conducted to receive comments and input on housing and community development needs and proposed activities. The purpose of the public hearing shall be to determine how the needs may have significantly changed from those identified in the Five-Year Consolidated Plan and what, if any, changes in proposed activities may be appropriate. The second public hearing shall be conducted to receive comment and input on the proposed Annual Plan.

The first public hearing was held on December 7, 2023. At the request of the Housing and Community Development Commission, this second round of public hearing to receive comments and input on housing and community development needs and proposed activities has been scheduled. This hearing is also intended to provide an opportunity for residents and other interested parties to comment on how the City's Community Development Block Grant (CDBG) Program and HOME Investment Partnerships (HOME) Program funds may be used in Fiscal Year (FY) 2024-25, (beginning July 1, 2024 and ending June 30, 2025).

For more information, a Staff Report is enclosed with the agenda packet.

Recommendation: Conduct a public hearing to receive comments on housing and community development needs. No other action will be taken.

- C. Consider request by Chair Jackson on January 4, 2024, to agendaize discussion on staff's emailed responses to questions made by Commissioners during the HCD Commission's regular meeting on December 7, 2023 (Step 1 of 2)
- D. Housing Authority of the City of Vallejo (HACV) Budget Amendment for Fiscal Year (FY) 2023-24

AGENDA

City of Vallejo Housing and Community Development Commission

February 1, 2024

At midyear, it is prudent for the HACV to review revenues and expenditures to date and to amend the FY 2023-24 Budget as necessary to reflect changes in revenues and expenditures that have been identified since the adoption of the FY 2023-24 budget in June 2023.

For more information, a Staff Report is enclosed with the agenda packet.

Recommendation: Acceptance by the Housing Authority of the City of Vallejo Board of Directors of the midyear budget amendment for FY 2023-24.

E. Commission Expenditure Policy

Enclosed is Resolution No. 24-006 N.C. and the newly adopted City Council Policy No. 2024-01 on Boards, Commissions, Committees Budget and Expenditures.

13. ADJOURNMENT

AFFIDAVIT OF POSTING

I, Chari Francisco, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the City of Vallejo Housing and Community Development Commission, at the time and in the manner prescribed by law and that this agenda was posted at Vallejo City Hall, 555 Santa Clara Street, Vallejo, California at 5:30 p.m. on January 29, 2024.

Dated

January 29, 2024

Chari Francisco, Secretary

Chari Francisco

ACTION MINUTES

1. Call to Order

The Housing and Community Development (HCD) Commission of the City of Vallejo met in a regular meeting at 7:04 p.m. on Thursday, January 4, 2024.

2. Pledge of Allegiance

3. Roll Call

Present: Bunde, Carrizales, Jackson (Chair), James, Lediju (Vice Chair), Shoulders

Absent/Excused: Patrick

Absent/Unexcused: None

Liaison: Councilmember Bregenzer, Absent

Staff: Chari Francisco, Administrative Manager/HCD Commission Secretary
Alicia Jones, Housing Director

4. Presentations

None

5. Approval of Minutes

James made a motion to approve the minutes of the regular meeting of December 7, 2023. Carrizales seconded the motion.

ROLL CALL:

Ayes: Bunde, Carrizales, Jackson, James, Lediju, Shoulders

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Patrick

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 6-0-0.

6. Written Communications

Francisco stated that the Commission received a printed PowerPoint presentation for Item 12. B. Francisco also reported an email from Kevin Anderson that was received and

forwarded to the Homelessness Division of the City Manager's Office. Jackson requested the email to be provided to the HCD Commission.

7. Report of the Secretary

The Secretary reported of a Point-In-Time Count for Solano County scheduled on January 31, 2024, from 5:30 a.m. through 10:00 a.m. Francisco also reported that public notices were published on January 2, 2024, for another round of public hearing scheduled on February 1, 2024, on housing and community needs.

Jackson opened the floor for questions to the Secretary. The Secretary responded to Carrizales' question about public notice requirements. James made a comment on the Point-In-Time Count. Lediju expanded on James's and Carrizales's comments.

8. Report of the Chair and Members of the Housing and Community Development Commission, and Liaison Report

A. Report of the Chair and Members of the Housing and Community Development Commission

Carrizales reported about the Enterprise Street encampment vacate notice and incident. James reported there will be Teatime, Community Safety Day, and Black Maternal Infant Seminar events.

B. Report of City Council Liaison to the Housing and Community Development Commission

None

9. Community Forum

Phil Green discussed an outreach called Changing Lives One Shower at a Time.

10. Public Comment Regarding Consent Calendar Items

None

11. Consent Calendar and Approval of the Agenda

Bunde made the motion to approve the Agenda. This was seconded by Shoulders.

ROLL CALL:

Ayes: Bunde, Carrizales, Jackson, James, Lediju, Shoulders

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Patrick

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 6-0-0.

12. Action Calendar

Jackson requested to agendaize at the next HCD Commission meeting discussion on staff's emailed responses to questions made by Commissioners during the HCD Commission's regular meeting on December 7, 2023.

- A. Consider the request by the Commission during its meeting on December 7, 2023 to continuously agendaize for discussion low barrier housing options/entry points or low-cost container homes for the homeless population.

A member of the public discussed experiences of homeless individuals.

Assistant City Manager Gillian Haen joined the meeting virtually to discuss updates on the work of the Homelessness Division of the City Manager's Office. Jackson accepted Haen's proposal for a presentation by the Homelessness Division at the next HCD Commission meeting. The HCD Commission discussed possible plans on how to create and send proposals to solve the City's homelessness issues.

- B. Revisions to the Housing Choice Voucher (HCV) Program Administrative Plan of the Housing Authority of the City of Vallejo (HACV)

Housing Director Jones made a presentation on the revisions to the HCV Administrative Plan. Bunde made a motion to adopt the resolution approving the proposed changes to the HACV's Administrative Plan for its HCV Program and recommend approval of the revisions to the HCV Program Administrative Plan by the Housing Authority Board of the City of Vallejo. This was seconded by James.

ROLL CALL:

Ayes: Bunde, Carrizales, Jackson, James, Lediju, Shoulders

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Patrick

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 6-0-0.

13. Adjournment

There being no further business, at 8:49 p.m., the meeting was adjourned.

S. BRE JACKSON, Chair

ATTEST:

CHARI FRANCISCO, Secretary



ACTION CALENDAR 12.B.

DATE: February 1, 2024

TO: Chair and Commissioners
Housing and Community Development Commission

FROM: Chari Barrera, Administrative Manager

SUBJECT: Public Hearing: Housing and Community Development Needs

RECOMMENDATION

Conduct a public hearing to receive comments on housing and community development needs. No other action will be taken.

REASONS FOR RECOMMENDATION

This public hearing is a requirement of the City's Citizen Participation Plan.

BACKGROUND AND DISCUSSION

The City has adopted a Five-Year Consolidated Plan. The Consolidated Plan addresses housing and community development needs. The current Consolidated Plan includes the period beginning July 1, 2020, and ending June 30, 2025. The Consolidated Plan includes a needs assessment and analysis of affordable housing and community development needs in the City of Vallejo. The 2020-24 (Fiscal Years 2020-21 through 2020-25) Consolidated Plan is available on the City's webpage under Our City, Departments & Divisions, Housing & Community Development, Document Library, Consolidated Plan, FY 2020-24 Five-Year Consolidated Plan.

The Consolidated Plan has established the following groups as the most in need of assistance, in this order of priority:

- (1) very low and low-income renters
- (2) homeless persons
- (3) first-time homebuyers; and
- (4) persons who are not homeless, but have special needs, including persons with HIV/AIDS, severe mental illness, and substance abuse addictions.

The Consolidated Plan has also established community development (non-housing) needs and priorities. They are: (1) public infrastructure and facility improvements in target area neighborhoods; (2) public/social services to meet basic human needs, and (3) the installation of curb ramps, City-wide. In the Consolidated Plan, quantifiable five-year and annual goals are established to address identified needs.

In accordance with its Citizen Participation Plan, the City of Vallejo shall conduct at least two public hearings every year on its Annual Plans. The first public hearing shall be conducted to receive comments and input on housing and community development needs and proposed activities. The purpose of the first public hearing

shall be to determine how the needs may have significantly changed from those identified in the Five-Year Consolidated Plan and what, if any, changes in proposed activities may be appropriate. The second public hearing shall be conducted to receive comments and input on the proposed Annual Plan.

The first public hearing was held on December 7, 2023. At the request of the Housing and Community Development Commission, this second round of public hearing to receive comments and input on housing and community development needs and proposed activities has been scheduled. This hearing is also intended to provide an opportunity for residents and other interested parties to comment on how the City's Community Development Block Grant (CDBG) Program and HOME Investment Partnerships (HOME) Program funds may be used in Fiscal Year (FY) 2024-25, (beginning July 1, 2024 and ending June 30, 2025).

A copy of the public notices for this hearing is provided at Attachment 1. The public notices were published in the Vallejo Times Herald on January 2, 2024, and emailed to several non-profit agencies. Written comments on this subject have been invited from January 2, 2024, through February 1, 2024.

FISCAL IMPACT

None at this time.

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENTS

1. Public Notices dated January 2, 2024, in English, Spanish, and Tagalog.

CONTACT

Chari Barrera, Administrative Manager, (707) 553-7204, Chari.Barrera@cityofvallejo.net

Times-Herald

TimesHeraldOnline.com • Vallejo, CA

c/o Legals 57 Commerce Place, Suite A
Vacaville, CA 95687
530-406-6223
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3559929

VALLEJO CITY HOUSING
200 GEORGIA STREET
VALLEJO, CA 94590

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Account Number: 3559929

Ad Order Number: 0006800516

Customer's Reference 20240201-english
/ PO Number: / 20240201-english

Publication: Vallejo Times-Herald

Publication Dates: 01/02/2024

Amount: \$337.58

Payment Amount: \$0.00

**Invoice Text: NOTICE OF PUBLIC HEARING:
HOUSING AND
COMMUNITY
DEVELOPMENT NEEDS IN THE CITY OF VALLEJO**

DATE OF NOTICE: January 2, 2024

FOR MORE INFORMATION: Kenneth Torres, Administrative Analyst
Kenneth.torres@cityofvallejo.net

On Thursday, February 1, 2024 after 7:00 p.m., the Housing and Community Development Commission of the City of Vallejo will hold a second public hearing, during its regular meeting, on housing and community development needs in Vallejo. The first public hearing was held on December 7, 2023. As a condition of receiving certain federal housing and community development funding, the City of Vallejo is required to adopt a "Consolidated Plan". The City's current Consolidated Plan was adopted by the Vallejo City Council on July 21, 2020, and includes the period beginning July 1, 2020 and ending June 30, 2025. The Consolidated Plan contains an analysis and identification of: (1) priority affordable housing needs, (2) priority needs of the homeless, (3) priority needs of persons with special needs, and (4) community development (non-housing) needs, which may include the need for neighborhood and public improvements, public facilities, social services, and economic development. It also includes one-year "Action Plans", which detail the City's allocation of federal Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program funds, received annually from the Department of Housing and Urban Development (HUD).

In accordance with the City's Citizen Participation Plan, the City will hold at least one public meeting each year to receive comments on housing and community development needs in the community. The specific purposes of this public hearing are to: (1) determine whether and how housing and community development needs may have changed, significantly, from those identified in the Consolidated Plan and if so what, if any, revisions to proposed activities may be appropriate; and (2) provide an opportunity for residents and other interested parties to comment on how the City's CDBG Program and HOME Program funds may be used in FY 2024-25, (beginning July 1, 2024). It is important to note that the Commission will **not** be recommending the allocation of funding to projects and activities at the February 1, 2024 meeting.

Anyone interested in commenting on these topics is invited to participate in this public hearing. Written comments may also be submitted in the City of Vallejo's Housing and Community Development Department drop box located at 200 Georgia Street, Vallejo, or by email until 4:00 p.m. on Thursday, February 1, 2024 to: Kenneth.torres@cityofvallejo.net

The City of Vallejo provides its programs and services in a non-discriminatory manner, and is an Equal Opportunity Employer. The City of Vallejo also encourages women and minority-owned businesses to submit bids and proposals for Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program contracts. For further information, contact the City of Vallejo Housing and Community Development Department at (707) 648-4507. For further information on this public notice, the hearing-impaired may call the California Relay Service at 1-800-735-2922 without a TTY/TDD, or 1-800-735-2929 with a TTY/TDD.

Vallejo Times-Herald
c/o Legals 57 Commerce Place, Suite A
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530-406-6223
legals@thereporter.com

3559929

VALLEJO CITY HOUSING
200 GEORGIA STREET
VALLEJO, CA 94590

**PROOF OF PUBLICATION
(2015.5 C.C.P.)**

STATE OF CALIFORNIA
COUNTY OF SOLANO, S.S.

FILE NO. 20240201-english

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the Legal Advertising Clerk of the printer and publisher of the Vallejo Times-Herald, a newspaper published in the English language in the City of Vallejo, County of Solano, State of California.

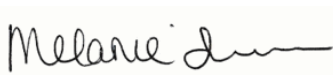
I declare that the Vallejo Times-Herald is a newspaper of general circulation as defined by the laws of the State of California as determined by this court's order dated June 12, 1952 in the action entitled In the Matter of the Ascertainment and Establishment of the Standing of Vallejo Times-Herald as a Newspaper of General Circulation, Case Number 25864. Said order states "Vallejo Times-Herald" has been established, printed and published in the City of Vallejo, County of Solano, State of California; That it is a newspaper published daily for the dissemination of local and telegraphic news and intelligence of general character and has a bona fide subscription list of paying subscribers; and...THEREFORE, IT IS ORDERED, ADJUDGED AND DECREED:...That "Vallejo Times-Herald" is a newspaper of general circulation for the City of Vallejo, County of Solano, California. Said order has not been revoked.

I declare that this notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

01/02/2024

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Vallejo, California, this
4th day of January 2024



(Signature) Melanie Irmer

Legal No. **0006800516**

**NOTICE OF PUBLIC
HEARING:
HOUSING AND
COMMUNITY
DEVELOPMENT
NEEDS IN THE CITY
OF VALLEJO**

DATE OF NOTICE:
January 2, 2024

**FOR MORE INFOR-
MATION:** Kenneth
Torres, Administra-
tive Analyst
Kenneth.torres@city
ofvallejo.net

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City's allocation of federal Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program funds, received annually from the Department of Housing and Urban Development (HUD).

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women and minority-owned businesses to submit bids and proposals for Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program contracts. For further information, contact the City of Vallejo Housing and Community Development Department at (707) 648-4507. For further information on this public notice, the hearing-impaired may call the California Relay Service at 1-800-735-2922 without a TTY/TDD, or 1-800-735-2929 with a TTY/TTD.

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3559929

VALLEJO CITY HOUSING
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VALLEJO, CA 94590

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Account Number: 3559929

Ad Order Number: 0006800517

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/ PO Number: / 20240201-spanish

Publication: Vallejo Times-Herald

Publication Dates: 01/02/2024

Amount: \$339.33

Payment Amount: \$0.00

FECHA DE AVISO: 2 de enero de 2024

PARA MÁS INFORMACIÓN: Kenneth Torres, Analista Administrativo
Kenneth.torres@cityofvallejo.net

El jueves, 1 de febrero de 2024 a partir de las 7:00 p.m., la Comisión de Vivienda y Desarrollo Comunitario de la Ciudad de Vallejo llevará a cabo segunda audiencia pública, durante su reunión ordinaria, sobre las necesidades de vivienda y desarrollo comunitario en Vallejo. La primera audiencia pública se llevó a cabo el 7 de diciembre de 2023. Como condición para recibir ciertos fondos federales para vivienda y desarrollo comunitario, la Ciudad de Vallejo debe adoptar un "Plan Consolidado". El Plan Consolidado actual de la Ciudad fue adoptado por el Concejo Municipal de Vallejo el 21 de julio de 2020 e incluye el período que comienza el 1 de julio de 2020 y termina el 30 de junio de 2025. El Plan Consolidado contiene un análisis e identificación de: (1) necesidades prioritarias de vivienda asequible, (2) necesidades prioritarias de las personas sin hogar, (3) necesidades prioritarias de las personas con necesidades especiales y (4) necesidades de desarrollo comunitario (no relacionadas con la vivienda), que pueden incluir la necesidad de mejorar los vecindarios y públicas, instalaciones públicas, servicios sociales y desarrollo económico. También incluye "Planes de Acción: de un año, que detallan la asignación de la Ciudad de los fondos federales del Programa de Subsidios en Bloque para el Desarrollo Comunitario (CDBG) y del Programa de Asociaciones de Inversión HOME, recibidos anualmente del Departamento de Vivienda y Desarrollo Urbano (HUD).

De acuerdo con el Plan de Participación Ciudadana del Ciudadano, la Ciudad llevará a cabo al menos una reunión pública cada año para recibir comentarios de la comunidad sobre las necesidades de vivienda y desarrollo comunitario en la comunidad. Los propósitos específicos de esta audiencia pública son: (1) determinar si y cómo las necesidades de vivienda y desarrollo comunitario pueden haber cambiado, significativamente, de aquellos identificados en el Plan Consolidado y, de ser así, qué revisiones a las actividades propuestas, si las hay, pueden ser apropiadas; y (2) proponer una oportunidad para que los residentes y otras partes interesadas comenten cómo se pueden usar los fondos del Programa CDBG y del Programa HOME de la Ciudad en el año fiscal 2024-2025 (a partir del 1 de julio de 2024). Es importante tener en cuenta que la Comisión **no** recomendará la asignación de fondos a proyectos y actividades en la reunión del 1 de febrero de 2024.

Cualquier persona interesada en comentar sobre estos temas está invitada a participar en esta audiencia pública. Los comentarios por escrito también se pueden enviar en el buzón de la Departamento de Vivienda y Desarrollo Comunitario de la Ciudad de Vallejo ubicado en 200 Georgia Street, Vallejo, o por correo electrónico hasta las 4:00 p.m. el jueves, 1 de febrero de 2024 a:
Kenneth.torres@cityofvallejo.net

Vallejo Times-Herald
c/o Legals 57 Commerce Place, Suite A
Vacaville, CA 95687
530-406-6223
legals@thereporter.com

3559929

VALLEJO CITY HOUSING
200 GEORGIA STREET
VALLEJO, CA 94590

**PROOF OF PUBLICATION
(2015.5 C.C.P.)**

STATE OF CALIFORNIA
COUNTY OF SOLANO, S.S.

FILE NO. 20240201-spanish

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the Legal Advertising Clerk of the printer and publisher of the Vallejo Times-Herald, a newspaper published in the English language in the City of Vallejo, County of Solano, State of California.

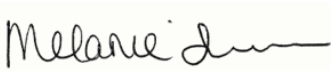
I declare that the Vallejo Times-Herald is a newspaper of general circulation as defined by the laws of the State of California as determined by this court's order dated June 12, 1952 in the action entitled In the Matter of the Ascertainment and Establishment of the Standing of Vallejo Times-Herald as a Newspaper of General Circulation, Case Number 25864. Said order states "Vallejo Times-Herald" has been established, printed and published in the City of Vallejo, County of Solano, State of California; That it is a newspaper published daily for the dissemination of local and telegraphic news and intelligence of general character and has a bona fide subscription list of paying subscribers; and...THEREFORE, IT IS ORDERED, ADJUDGED AND DECREED:...That "Vallejo Times-Herald" is a newspaper of general circulation for the City of Vallejo, County of Solano, California. Said order has not been revoked.

I declare that this notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

01/02/2024

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Vallejo, California, this
4th day of January 2024



(Signature) Melanie Irmer

Legal No. **0006800517**

**AVISO DE
AUDIENCIA
PÚBLICA:
NECESIDADES DE
VIVIENDA Y
DESARROLLO
COMUNITARIO EN
LA CIUDAD DE VAL-
LEJO**

FECHA DE AVISO: 2
de enero de 2024

**PARA MÁS
INFORMACIÓN:** Ken-
neth Torres, Analista
Administrativo
Kenneth.torres@city
ofvallejo.net

El jueves, 1 de febrero de 2024 a partir de las 7:00 p.m., la Comisión de Vivienda y Desarrollo Comunitario de la Ciudad de Vallejo llevará a cabo segunda audiencia pública, durante su reunión ordinaria, sobre las necesidades de vivienda y desarrollo comunitario en Vallejo. La primera audiencia pública se llevó a cabo el 7 de diciembre de 2023. Como condición para recibir ciertos fondos federales para vivienda y desarrollo comunitario, la Ciudad de Vallejo debe adoptar un "Plan Consolidado". El Plan Consolidado actual de la Ciudad fue adoptado por el Concejo Municipal de Vallejo el 21 de julio de 2020 e incluye el período que comienza el 1 de julio de 2020 y termina el 30 de junio de 2025. El Plan Consolidado contiene un análisis e identificación de: (1) necesidades prioritarias de vivienda asequible, (2) necesidades prioritarias de las personas sin hogar, (3) necesidades prioritarias de las personas con necesidades especiales y (4)

necesidades de desarrollo comunitario (no relacionadas con la vivienda), que pueden incluir la necesidad de mejorar los vecindarios y públicas, instalaciones públicas, servicios sociales y desarrollo económico. También incluye "Planes de Acción: de un año, que detallan la asignación de la Ciudad de los fondos federales del Programa de Subsidios en Bloque para el Desarrollo Comunitario (CDBG) y del Programa de Asociaciones de Inversión HOME, recibidos anualmente del Departamento de Vivienda y Desarrollo Urbano (HUD).

De acuerdo con el Plan de Participación Ciudadana del Ciudadano, la Ciudad llevará a cabo al menos una reunión pública cada año para recibir comentarios de la comunidad sobre las necesidades de vivienda y desarrollo comunitario en la comunidad. Los propósitos específicos de esta audiencia pública son: (1) determinar si y cómo las necesidades de vivienda y desarrollo comunitario pueden haber cambiado, significativamente, de aquellos identificados en el Plan Consolidado y, de ser así, qué revisiones a las actividades propuestas, si las hay, pueden ser apropiadas; y (2) proponer una oportunidad para que los residentes y otras partes interesadas comenten cómo se pueden usar los fondos del Programa CDBG y del Programa HOME de la Ciudad en el año fiscal 2024-2025 (a partir del 1 de julio de 2024). Es importante tener en cuenta que la Comisión **no** recomendará la asignación de fondos a proyectos

y actividades en la reunión del 1 de febrero de 2024.

Cualquier persona interesada en comentar sobre estos temas está invitada a participar en esta audiencia pública. Los comentarios por escrito también se pueden enviar en el buzón de la Departamento de Vivienda y Desarrollo Comunitario de la Ciudad de Vallejo ubicado en 200 Georgia Street, Vallejo, o por correo electrónico hasta las 4:00 p.m. el jueves, 1 de febrero de 2024 a: Kenneth.torres@cityofvallejo.net

Times-Herald

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3559929

VALLEJO CITY HOUSING
200 GEORGIA STREET
VALLEJO, CA 94590

.....

Account Number: 3559929

Ad Order Number: 0006800518

Customer's Reference 20240201-tagalog
/ PO Number: / 20240201-tagalog

Publication: Vallejo Times-Herald

Publication Dates: 01/02/2024

Amount: \$450.44

Payment Amount: \$0.00

**Invoice Text: PAUNAWA NG PAMPUBLIKONG PAGDINIG:
PANGANGAILANGAN SA PABAHAY AT PAGPAPAUNLAD NG KOMUNIDAD SA
LUNGSOD NG VALLEJO**

PETSA NG PAUNAWA: Enero 2, 2024

PARA SA KARAGDAGANG IMPORMASYON: Kenneth Torres, Administrative Analyst
Kenneth.torres@cityofvallejo.net

Sa Huwebes, Pebrero 1, 2024 pagkatapos ng 7:00 nang gabi, ang Housing and Community Development Commission ng Lungsod ng Vallejo ay magsasagawa ng pangalawang pampublikong pagdinig sa regular na pagpupulong nito ukol sa mga pangangailangan sa pabahay at pagpapaunlad ng komunidad sa Vallejo. Ang unang ng pampublikong pagdinig ay ginanap noong Disyembre 7, 2023. Bilang isang kondisyon ng pagtanggap ng ilang partikular na pederal na pabahay at pagpopondo sa pagpapaunlad ng komunidad, ang Lungsod ng Vallejo ay kinakailangang magpatibay ng isang "Consolidated Plan". Ang kasalukuyang Consolidated Plan ng Lungsod ay pinagtibay ng Konseho ng Lungsod ng Vallejo noong Hulyo 21, 2020, at sakop nito ang panahon mula Hulyo 1, 2020 hanggang Hunyo 30, 2025. Ang Consolidated Plan ay naglalaman ng pagsusuri at pagkakakilanlan ng: (1) prayoridad na abot-kayang pabahay pangangailangan, (2) prayoridad na pangangailangan ng mga walang tirahan, (3) prayoridad na pangangailangan ng mga taong may espesyal na pangangailangan, at (4) pag-unlad ng komunidad (hindi pabahay) na mga pangangailangan, na maaaring kabilang ang pangangailangan para sa kapitbahayan at pampublikong pagpapabuti, pampublikong pasilidad, serbisyong panlipunan, at pag-unlad ng ekonomiya. Kasama rin dito ang isang-taunang "Action Plans", na nagdedetalye sa paglalaan ng Lungsod ng pederal na Community Development Block Grant (CDBG) na Programa at mga pondo ng HOME Investment Partnerships Program, na natatanggap taun-taon mula sa Department of Housing and Urban Development (HUD).

Alinsunod sa Citizen Participation Plan ng Lungsod, ang Lungsod ay magsasagawa ng hindi bababa sa isang pampublikong pagpupulong bawat taon upang makatanggap ng mga komento sa mga pangangailangan sa pabahay at pagpapaunlad ng komunidad. Ang mga partikular na layunin ng pampublikong pagdinig na ito ay upang: (1) matukoy kung at paano maaaring nagbago ang mga pangangailangan sa pabahay at pagpapaunlad ng komunidad mula sa mga tinukoy sa Consolidated Plan at kung gayon ano, kung mayroon man, ang mga pagbabago sa mga iminungkahing aktibidad ay maaaring naaangkop; at (2) magbigay ng pagkakataon para sa mga residente at iba pang interesadong partido na magkomento sa kung paano magagamit ang mga pondo ng CDBG Program at HOME Program ng Lungsod sa piskal na taong 2024-25, (na nagsisimula sa Hulyo 1, 2024). Mahalagang tandaan na hindi magrekomenda ang Komisyon ng paglalaan ng pondo sa mga proyekto at aktibidad sa pagpupulong nito sa Pebrero 1, 2024.

Ang sinumang interesadong magkomento sa mga paksang ito ay iniimbitahang lumahok sa pampublikong pagdinig na ito. Maaari ding isumite ang komento sa drop box ng Departamento ng Housing and Community Development ng Lungsod ng Vallejo na matatagpuan sa 200 Georgia Street, Vallejo, o sa pamamagitan ng email hanggang 4:00 nang hapon ng Huwebes, Pebrero 1, 2024 kay Kenneth.torres@cityofvallejo.net.

Ang Lungsod ng Vallejo ay nagbibigay ng mga programa at serbisyo nito sa paraang walang diskriminasyon, at isang Equal Opportunity Employer. Hinihikayat din ng Lungsod ng Vallejo ang mga kababaihan at mga negosyong pag-aari ng minorya na magsumite ng mga bid at panukala para sa mga kontrata ng Community Development Block Grant (CDBG) at HOME Investment Partnerships Program. Para sa karagdagang impormasyon, makipag-ugnayan sa City of Vallejo Housing and Community Development Department sa (707) 648-4507. Para sa karagdagang impormasyon sa pampublikong abiso na ito, ang may kapansanan sa pandinig ay maaaring tumawag sa California Relay Service sa 1-800-735-2922 nang walang TTY/TDD, o 1-800-735-2929 na may TTY/TDD.

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**PROOF OF PUBLICATION
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STATE OF CALIFORNIA
COUNTY OF SOLANO, S.S.

FILE NO. 20240201-tagalog

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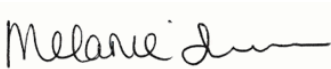
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I declare that this notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

01/02/2024

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Vallejo, California, this
4th day of January 2024



(Signature) Melanie Irmer

Legal No. **0006800518**

**PAUNAWA NG
PAMPUBLIKONG
PAGDINIG:
PANGANGAILANGAN
SA PABAHAY AT
PAGPAPAUNLAD NG
KOMUNIDAD SA
LUNGSOD NG VALLE-
JO**

**PETSA NG
PAUNAWA:** Enero 2,
2024

**PARA SA
KARAGDAGANG
IMPORMASYON:**
Kenneth Torres, Ad-
ministrative Analyst
Kenneth.torres@city
ofvallejo.net

Sa Huwebes, Pebrero 1, 2024 pagkatapos ng 7:00 nang gabi, ang Housing and Community Development Commission ng Lungsod ng Vallejo ay magsasagawa ng pangalawang pampublikong pagdinig sa regular na pagpupulong nito ukol sa mga pangangailangan sa pabahay at pagpapaunlad ng komunidad sa Vallejo. Ang unang ng pampublikong pagdinig ay ginanap noong Disyembre 7, 2023. Bilang isang kondisyon ng pagtanggap ng ilang partikular na pederal na pabahay at pagpopondo sa pagpapaunlad ng komunidad, ang Lungsod ng Vallejo ay kinakailangang magpatibay ng isang "Consolidated Plan". Ang kasalukuyang Consolidated Plan ng Lungsod ay pinagtibay ng Konseho ng Lungsod ng Vallejo noong Hulyo 21, 2020, at sakop nito ang panahon mula Hulyo 1, 2020 hanggang Hunyo 30, 2025. Ang Consolidated Plan ay naglalaman ng pagsusuri at pagkakakilanlan ng: (1) prayoridad na abot-kayang

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 Kasama rin dito ang
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 Partnerships Pro-
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Alinsunod sa Citizen
 Participation Plan ng
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magkomento sa partido na kung paano magagamit ang mga pondo ng CDBG Program at HOME Program ng Lungsod sa piskal na taong 2024-25, (na nagsisimula sa Hulyo 1, 2024). Mahalagang tandaan na hindi magrerekomenda ang Komisyon ng paglalaan ng pondo sa mga proyekto at aktibidad sa pagpupulong nito sa Pebrero 1, 2024.

Ang sinumang interesado ng magkomento sa mga paksang ito ay iniimbitahang lumahok sa pampublikong pagdinig na ito. Maaari ding isumite ang komento sa drop box ng Departamento ng Housing and Community Development ng Lungsod ng Vallejo na matatagpuan sa 200 Georgia Street, Vallejo, o sa pamamagitan ng email hanggang 4:00 nang hapon ng Huwebes, Pebrero 1, 2024 kay Kenneth.torres@cityofvallejo.net.

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TTY/TDD, o 1-800-
735-2929 na may
TTY/TDD.



DATE: February 1, 2024

TO: Chair and Commissioners
Housing and Community Development Commission

FROM: Chari Barrera, Administrative Manager

SUBJECT: **HOUSING AUTHORITY OF THE CITY OF VALLEJO BUDGET AMENDMENT FOR FISCAL YEAR 2023-24**

RECOMMENDATION

Acceptance by the Housing Authority of the City of Vallejo (HACV) Board of Directors of the midyear budget amendment for Fiscal Year (FY) 2023-24.

REASONS FOR RECOMMENDATION

At midyear, it is prudent for the HACV to review revenues and expenditures to date and to amend the FY 2023-24 Budget as necessary to reflect changes in revenues and expenditures that have been identified since the adoption of the FY 2023-24 budget in June 2023.

BACKGROUND AND DISCUSSION

This report updates FY 2023-24 financial projections for the HACV and formally proposes current year budget amendments to reflect evolving economic conditions and operational needs.

Fund 121 - Professional Services

The HACV has been experiencing understaffing but is currently in the process of recruiting Housing Specialists. To help alleviate the burden on current staff, the HACV plans to seek the services of a consultant to process annual recertifications and initial eligibility determination. The projected expenditure for this line item is \$75,000.

Fund 121 - Training and Conferences

Current and new staff will require training on upcoming significant Housing Choice Voucher Program changes brought about by the Housing Opportunity Through Modernization Act (HOTMA). Staff estimates that the training will cost \$5,000.

Positions

Staff has requested that the vacant Housing Project Developer position in the current fiscal year approved positions listing for the Housing and Community Development (HCD) Department be replaced with an Administrative Analyst. The new Administrative Analyst will assist with the Housing Choice Voucher Program reporting, financial analysis, and landlord recruitment. There is currently one Administrative Analyst in the HCD Department assisting with the administration of the Community Development Block Grant Program, HOME Investment Partnerships Program, and the Neighborhood Stabilization Program.

FISCAL IMPACT

The proposed amendments to the FY 2023-24 HACV budget will increase administrative expenditures by \$75,000. The additional expenditures will be covered by the fund balance.

The requested Administrative Analyst position will cause a midyear decrease of \$8,301 and an annual impact decrease of \$19,922.

Any action by the Housing Authority of the City of Vallejo (HACV) has no fiscal impact on the City of Vallejo's General Fund as the HACV is federally funded.

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENTS

None.

CONTACT

Chari Barrera, Administrative Manager, (707) 553-7204, Chari.Francisco@cityofvallejo.net

RESOLUTION NO. 24-006 N.C.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALLEJO ADOPTING
A CITY COUNCIL BUDGET AND EXPENDITURE POLICY TO GOVERN CITY OF
VALLEJO BOARDS, COMMISSIONS AND COMMITTEES**

WHEREAS, the Charter of the City of Vallejo provides that the City Council may create by ordinance boards and commissions; and

WHEREAS, these boards and commissions may serve as advisory, policy, appellate and/or rule making; and

WHEREAS, the enabling ordinance for each board and commission is codified in the Vallejo Municipal Code, Title 2; and

WHEREAS, the procedure for establishing Board and Commission budgets has not been reduced to writing and has not been uniform from across all Boards and Commissions, thereby creating issues with budget planning; and

WHEREAS, establishing a City Council boards, commissions and committees' budget and expenditure policy establishes a set of regulations for annual budget requests and expenditures for the City of Vallejo Boards, Commissions and Committees.

NOW THEREFORE, BE IT RESOLVED that the City Council hereby adopts the Boards, Commissions and Committees Budget and Expenditure Policy attached hereto as **Exhibit A**.

Adopted by the City Council of the City of Vallejo at a regular meeting held on January 9, 2024, with the following vote:

AYES: Mayor McConnell, Vice Mayor Loera-Diaz, Councilmembers Arriola, Bregenzer, Matulac, Palmares and Verder-Aliga
NOES: None
ABSENT: None
ABSTAIN: None

DocuSigned by:

ROBERT H. MCCONNELL

ROBERT H. MCCONNELL, MAYOR

DocuSigned by:

Dawn G. Abrahamson

DAWN G. ABRAHAMSON, CITY CLERK

ATTEST:



City Council Policy – Boards, Commissions, and Committees Budget and Expenditures

1 PURPOSE

The purpose of this policy is to establish a standard set of regulations for annual budget requests and expenditures of the City of Vallejo Boards, Commissions and Committees. This policy is intended to add guidance related to funding and support the Vallejo Municipal Code (VMC) Chapter 2.26 outlined in the General Regulations for Boards, Commissions and Committee.

The purpose of the Boards, Commissions and Committees

1.1 Objectives

1. Establish a set timeline and procedure for budget requests by Boards, Commissions and Committees
2. Establish a standard set of eligible expenditures
3. Establish a standard set of ineligible expenditures



City Council Policy – Boards, Commissions, and Committees Budget and Expenditures

2 POLICY

2.1 GENERAL GUIDELINES

- All budget requests must be made during the normal budget request preparation process, through the City of Vallejo staff person assigned as the secretary to the Board, Commission or Committee or other designated staff person, no later than the first week of March each calendar year. Budget requests of \$1,000 or more shall tie back to the Board, Commission, or Committee's powers pursuant to the municipal code or their approved workplan. Requests shall be considered by the Council during their normal budget process. The budget process includes the following four steps:

- Administrative preparation,
- Legislative approval,
- Financial implementation,
- Annual year-end accounting and financial reporting, which is usually performed by an independent outside auditor.

B. The City Council shall have the final authority for establishing a budget for each of its boards, commissions, and committees.

C. The City Council shall have the final authority to approve expenditures of its boards, commissions, and committees.

D. All expenditures need to be approved through established processes in the City of Vallejo [Purchasing Manual, and in accordance with this Policy.](#)

E. All contracts and associated payments will be processed and records maintained by the City of Vallejo staff person assigned as the secretary of the Board, Commission or Committee or other designated staff person.

All invoices shall be processed for payment by the City Staff person assigned to the Board, Commission or Committee and approved by their department head.

2.2 ELIGIBLE EXPENDITURES

Budgets established for Boards, Commissions and Committees for the City of Vallejo shall be used to move forward the workplans of the associated groups. The below list outlines eligible expenditure activities:

- A. Surveys associated with projects associated with the Board, Commission, or Committee's workplan;
- B. Marketing Materials; including, but not limited to flyers and pamphlets;
- C. Conference dues for professional development;
- D. Travel reimbursement;
- E. Publication subscriptions;



City Council Policy – Boards, Commissions, and Committees Budget and Expenditures

- F. Outreach events and fees;
- G. Name Badges or tags;
- H. Stipends that are established through the Vallejo Municipal Code;
- I. For the Sister City Commission:
 - a. Visiting dignitary gifts not exceeding \$1,500 per delegation, with a not to exceed amount of \$150 average per dignitary
 - b. Visiting dignitary meals reimbursement for up to 2 meals per dignitary per day will be based upon the City of Vallejo's established meal per diem rate at the time of the visit.

2.3 INELIGIBLE EXPENDITURES

Budgets established for Boards, Commissions and Committees for the City of Vallejo shall be used to move the workplans of the associated groups. The below list outlines ineligible expenditure activities:

- A. Business Cards; with the exception of the Planning Commission
- B. Social Media Adds
- C. Interns
- D. Staff that reports to the Board, Commission or Committee
- E. Consultants that report to the Board, Commission or Committee
- F. Furniture or equipment