

AGENDA



HOUSING AND COMMUNITY DEVELOPMENT (HCD) COMMISSION REGULAR MEETING

**THURSDAY, AUGUST 1, 2024
7:00 P.M.
COUNCIL CHAMBERS
555 SANTA CLARA STREET
VALLEJO, CA 94590**

Jared Bunde
S. Bre Jackson, Chair
Cassandra James
Tonia Lediju, Vice Chair
Dennis Patrick

**Members of the public will be able to participate in person or remotely via Zoom.
City Hall and the Council Chambers will be open to members of the public
30 minutes prior to the start of the meeting.**

IMPORTANT NOTICE REGARDING THE AUGUST 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
- Via Zoom (<https://ZoomRegular.Cityofvallejo.net>)
- Via phone, by dialing (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to digitally raise your hand from the phone

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://ZoomRegular.Cityofvallejo.net>

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)

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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.

AGENDA

City of Vallejo Housing and Community Development Commission

August 1, 2024

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PRESENTATIONS

5. APPROVAL OF MINUTES

A. April 4, 2024 – Regular

B. May 2, 2024 – Regular

C. June 6, 2024 - Regular

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 on Action Calendar items 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://ZoomRegular.Cityofvallejo.net>),*
- *Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.*

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10. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

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City of Vallejo Housing and Community Development Commission

August 1, 2024

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 as part of this item may do so via:

- In person
- Zoom: (<https://ZoomRegular.Cityofvallejo.net>),
- Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.

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

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 as part of this item may do so via:

- In person
- Zoom: (<https://ZoomRegular.Cityofvallejo.net>),
- Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.

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- A. Fiscal Year 2024-25 Budget Amendment to Appropriate \$2,155,287, in Permanent Local Housing Allocation Grant Funds for Homeless Navigation Center Expenditures

For more information, a staff report is enclosed with the agenda.

Recommendation: Adopt the enclosed Resolution recommending that the Council of the City of Vallejo approve the proposed amendment to the City's Fiscal Year (FY) 2024-25 Capital Grants and Contribution Fund #221 Budget to appropriate \$2,155,287 of Permanent Local Housing Allocation (PLHA) grant funds for the construction of the Homeless Navigation Center.

AGENDA

City of Vallejo Housing and Community Development Commission

August 1, 2024

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 6:00 p.m. on July 29, 2024.

Dated

July 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 7:06 p.m. on Thursday, April 4, 2024.

2. Pledge of Allegiance

3. Roll Call

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

Absent/Excused: Shoulders

Absent/Unexcused: None

Liaison: Councilmember Bregenzer, Absent

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

4. Presentations

None

5. Approval of Minutes

None

ROLL CALL:

6. Written Communications

None

7. Report of the Secretary

Francisco reported on the postponement of the Homeless Navigation Center groundbreaking due to inclement weather.

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

James reported on community partners which have provided services to unhoused population. Carrizales reported on Dignity Day on April 13, 2024, and the showers to naming the Homeless Navigation Center after Maria Guevarra.

Jackson wanted to make sure a current list of services for the homeless would be available.

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

None

9. Community Forum

None

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 James.

ROLL CALL:

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

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Shoulders

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 6-0-0.

12. Action Calendar

Tenant Commissioner Gordon (Vallejo Housing Authority Board) supported the Annual Action Plan for Fiscal Year 2024-25. Lille Hurd made comments on her complaints with the Housing Choice voucher Program of the Housing Authority of the City of Vallejo.

Chair Jackson opened the public hearing.

A. Public Hearing: Proposed Annual Action Plan for Fiscal Year 2024-25

Francisco reported on the item and responded to questions by the Commissioners.

Bunde made the motion to adopt the enclosed Resolution recommending approval by the City Council of the proposed FY 2024-25 Annual Action Plan, which includes the allocation of estimated FY 2024-25 CDBG Program and HOME Program funds, as recommended by a Commission Ad Hoc Committee (Carrizales, James, Shoulders),

and staff. This was seconded by Patrick.

ROLL CALL:

Ayes: Bunde, Carrizales, Jackson, Lediju, Patrick

Noes: James

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Shoulders

Absent/Unexcused: Commissioners: None

The motion passed, 5-1-0.

The Chair closed the public hearing.

The Chair requested to agendize naming the Homeless Navigation Center after Maria Guevarra.

ROLL CALL:

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

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Shoulders

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 6-0-0.

13. Adjournment

There being no further business, at 8:20 p.m., the meeting was adjourned.

S. BRE JACKSON, Chair

ATTEST:

CHARI FRANCISCO, Secretary

ACTION MINUTES

1. Call to Order

The Housing and Community Development (HCD) Commission of the City of Vallejo met in a regular meeting at 7:09 p.m. on Thursday, May 2, 2024.

2. Pledge of Allegiance

3. Roll Call

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

Absent/Excused: None

Absent/Unexcused: None

Liaison: Councilmember Bregenzer, Absent

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

4. Presentations

None

5. Approval of Minutes

A. March 7, 2024 – Regular

B. March 19, 2024 – Special

Patrick made the motion to approve the March 7, 2024, Minutes. This was seconded by Carrizales

Patrick made the motion to approve the March 19, 2024, Minutes. This was seconded by Shoulders

ROLL CALL:

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

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: None

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 7-0-0.

ROLL CALL:

6. Written Communications

None

7. Report of the Secretary

None

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 on Dignity Day. James reported on the Homeless Navigation Center groundbreaking event; Vallejo Together Homeless Roundtable that meets every 1st Wednesday of the month; and free shower, vision, and ride services for the unhoused population offered by community partners.

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

None

9. Community Forum

Francie MacMillan, Eula Lewis, and Isobeth Beltane made comments supporting naming the Homeless Navigation Center after Maria Guevarra.

10. Public Comment Regarding Consent Calendar Items

None

11. Consent Calendar and Approval of the Agenda

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

ROLL CALL:

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

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: None

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 7-0-0.

- A. Consider request by Chair Jackson on April 4, 2024, to agendaize discussion on acknowledging and/or naming Vallejo's Navigation Center after Maria Guevarra (Step 1 of 2)

ROLL CALL:

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

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: None

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 7-0-0.

12. Action Calendar

- A. Corrections to the Housing Authority of the City of Vallejo's 2024 Housing Choice Voucher (Section 8) Program Administrative Plan Effective March 26, 2024

Jones reported on the item and responded to questions by the Commissioners.

James made the motion to approve the recommend approval to update and revise the current 2024 Housing Choice Voucher (HCV) Program Administrative Plan of the Housing Authority of the City of Vallejo to include Chapter 18 as the HCV Family Self-Sufficiency Program and update Chapter 19 under Project-Based Voucher Program to include language offering a supportive housing option as an exception category for projects. Proposed Annual Action Plan for Fiscal Year 2024-25. This was seconded by Patrick.

ROLL CALL:

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

Noes: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: None

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 7-0-0.

13. Adjournment

There being no further business, at 7:58 p.m., the meeting was adjourned.

S. BRE JACKSON, Chair

ATTEST:

CHARI FRANCISCO, Secretary

ACTION MINUTES

1. Call to Order

The Housing and Community Development (HCD) Commission of the City of Vallejo met in a regular meeting at 7:08 p.m. on Thursday, June 6, 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 M. Jones, Housing Director

4. Presentations

None

5. Approval of Minutes

None

6. Written Communications

None

7. Report of the Secretary

Francisco introduced Director Jones. Jones reported on the Landlord Symposium. Francisco reported on the invitation to Boards and Commissions to participate at the Farmers' Market table every last Saturday of the month.

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 on his attendance at the Landlord Symposium. James reported on the Vallejo Together Homeless Roundtable meeting. Chair Jackson reported on an upcoming women's veterans' program, and expansion of the food bank program.

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

None

9. Community Forum

None

10. Public Comment Regarding Consent Calendar Items

None

11. Consent Calendar and Approval of the Agenda

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

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.

A. Discussion on acknowledging and/or naming Vallejo's Navigation Center after Maria Guevarra (Step 2 of 2)

Carrizales made the motion to approve the Item. This was seconded by Bunde.

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

A. Proposed Fiscal Year 2024-25 Budget of the Housing Authority of the City of Vallejo

Jones responded to questions from Commissioners.

Bunde made the motion to adopt the enclosed Resolution recommending that the Board of Directors of the Housing Authority of the City of Vallejo (HACV) approve the proposed Budget of the HACV for Fiscal Year 2023-24, (July 1, 2024 through June 30, 2025). This was seconded by Lediju.

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.

B. Proposed Fiscal Year 2024-25 Budget Amendment of the Housing Authority of the City of Vallejo (HACV) to fund the HACV Housing Choice Voucher Landlord Incentive Program

Jones responded to questions from Commissioners.

Bunde made the motion to adopt the enclosed Resolution recommending that the Board of Directors of the Housing Authority of the City of Vallejo approve the proposed allocation of Housing Choice Voucher Program administrative fees in the amount of \$50,000 to support the implementation of the HACV's Housing Choice Voucher Landlord Incentive Program. Funding for the incentive program will not exceed \$50,000 on a fiscal year basis. 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 7:46 p.m., the meeting was adjourned.

S. BRE JACKSON, Chair

ATTEST:

CHARI FRANCISCO, Secretary



ACTION CALENDAR 12. A.

DATE: August 1, 2024

TO: Chair and Commissioners
Housing and Community Development Commission

FROM: Alicia M. Jones, Housing Director
Chari Francisco, Administrative Manager

SUBJECT: FISCAL YEAR 2024-25 BUDGET AMENDMENT TO APPROPRIATE \$2,155,287, IN PERMANENT LOCAL HOUSING ALLOCATION GRANT FUNDS FOR HOMELESS NAVIGATION CENTER EXPENDITURES

RECOMMENDATION

Adopt the enclosed Resolution recommending that the Council of the City of Vallejo approve the proposed amendment to the City's Fiscal Year (FY) 2024-25 Capital Grants and Contribution Fund #221 Budget to appropriate \$2,155,287 of Permanent Local Housing Allocation (PLHA) grant funds for the construction of the Homeless Navigation Center.

REASONS FOR RECOMMENDATION

The appropriation will allow the City to set aside and expend PLHA grant funding in the amount of \$2,155,287 from the City's Capital Grants and Contribution budget towards the ongoing construction of the City's first Homeless Navigation Center.

BACKGROUND AND DISCUSSION

The City, as an Entitlement local government, was eligible to receive non-competitive PLHA funds from the California Department of Housing and Community Development (HCD). Pursuant to the California Health and Safety Code Sections 50470 et seq., PLHA provides funding to local jurisdictions for assisting persons who are experiencing or at risk of homelessness, including but not limited to, providing rapid rehousing; rental assistance; supportive/case management services that enable people to obtain and retain housing; operating and capital costs for navigation centers and emergency shelters; and new construction, rehabilitation, and preservation of permanent and transitional housing.

Under the Five-Year PLHA Plan (see table below), the City was eligible to receive an estimated funding amount that may not exceed \$3,032,214. For 2019–2021, the City was awarded \$2,155,287 for the construction of a Homeless Navigation Center in Vallejo.

GRANT YEAR	AMOUNT	PLAN
2019	505,369	Navigation Center
2020	785,500	Navigation Center
2021	864,418	Navigation Center
2022	TBD	Transitional Housing
2023	TBD	Rental Affordable Housing (50%)

		Homebuyer Assistance (50%)
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Staff provided a public notice of intent to the City Council to amend the budget on July 23, 2024, the first step in a budget amendment two-step process. The final step is to present the item to the City Council on August 5, 2024, for the appropriation that will allow the City to set aside and expend PLHA grant funding in the amount of \$2,155,287 from the City's Capital Grants and Contribution budget towards the ongoing construction of the City's first Homeless Navigation Center.

FISCAL IMPACT

Approval of this item will amend and increase the FY 2024-25 Capital Grants and Contribution expenditure Budget by \$2,155,287 for Project# PW9433. Said funds will be used for costs associated with the construction of the City's Homeless Navigation Center.

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. Resolution Approving FY 2024-25 Budget Amendment for PLHA Grant Appropriation to the Homeless Navigation Center

CONTACT

Alicia M. Jones, Housing Director, (707) 648-4408
alicia.jones@cityofvallejo.net

RESOLUTION

WHEREAS, the City of Vallejo, as an Entitlement local government, was eligible to receive non-competitive Permanent Local Housing Allocation (PLHA) funds from the California Department of Housing and Community Development; and

WHEREAS, pursuant to the California Health and Safety Code Sections 50470 et seq., PLHA provides funding to local jurisdictions for assisting persons who are experiencing or at risk of homelessness, including but not limited to, providing rapid rehousing; rental assistance; supportive/case management services that enable people to obtain and retain housing; operating and capital costs for navigation centers and emergency shelters; and new construction, rehabilitation, and preservation of permanent and transitional housing; and

WHEREAS, under the Five-Year PLHA Plan, the City was eligible to receive an estimated funding amount that may not exceed \$3,032,214; and

WHEREAS, for years 2019 through 2021, the City was awarded \$2,155,287 to be used for the construction of a Homeless Navigation Center in Vallejo; and

NOW, THEREFORE, BE IT RESOLVED that the Housing and Community Development Commission hereby recommends approval by the City Council of the amendment to the Fiscal Year 2024-25 Capital Grants and Contribution Fund #221 Budget in the amount of \$2,155,287.