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CITY OF SACRAMENTO
CALIFORNIA

OFFICE OF THE
CITY MANAGER

July 29, 1980

CITY HALL
915 I STREET - 95814
(916) 449-5704

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Agreement with Meadowview Community Council for \$40,000 in 1980-81
CDBG Funds

SUMMARY

This report regards the proposed agreement between the City of Sacramento and the Meadowview Community Council for \$40,000 in 1980-81 Community Development Block Grant (CDBG) funds for the period August 1, 1980 through July 31, 1981.

BACKGROUND

On March 25, 1980 the City Council approved the City's 1980-81 CDBG application which included an allocation of \$40,000 for the Meadowview Community Council (MCC). The purpose of the MCC is to assist, educate, and advocate for the residents of the Meadowview and Woodbine CDBG target areas in addition to providing a citizen participation process for the CDBG program in the two subject areas. The defined service areas, functions, goals, etc. are included as exhibits to the attached agreement.

On July 1, 1980 the Department of Housing and Urban Development approved the City's 1980-81 CDBG application and authorized implementation of the activities included in the application.

FINANCIAL DATA

The total amount of the agreement is \$40,000. The funds will be disbursed to MCC through the Sacramento Housing and Redevelopment Agency on a monthly basis.

RECOMMENDATION

The staff recommends the City Council adopt the attached resolution approving

APPROVED
BY THE CITY COUNCIL

AUG -5 1980

OFFICE OF THE
CITY CLERK

A-80025

the agreement between the City of Sacramento and the Meadowview Community Council for \$40,000 in CDBG funds for the period August 1, 1980 through July 31, 1980.

Respectfully submitted,



Andy Plescia
Senior Management Analyst

Recommendation Approved:

Walter J. Slipe
City Manager

Districts 7, 8
August 5, 1980

RESOLUTION NO. 80-515

Adopted by The Sacramento City Council on date of

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE
AN AGREEMENT WITH THE MEADOWVIEW COMMUNITY COUNCIL
TO PROVIDE INFORMATION AND EDUCATION SERVICES
PROMOTING NEIGHBORHOOD REVITALIZATION AND COMMUNITY
DEVELOPMENT PROGRAM

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

SECTION 1.

That the City Manager is hereby authorized to execute on behalf of the City of Sacramento an agreement with the Meadowview Community Council to provide information and education services promoting a neighborhood revitalization and community development program in the Meadowview and Woodbine CDBG Target Areas in accordance with the City's 1979-82 CDBG Plan and pursuant to the Community Block Grant Program under Title I of the Housing and Community Development Act of 1977.

MAYOR

ATTEST

CITY CLERK

APPROVED
BY THE CITY COUNCIL

AUG -5 1980

OFFICE OF THE
CITY CLERK

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 1980, by and between the CITY OF SACRAMENTO, a municipal corporation (hereafter "City"), and MEADOWVIEW/COMMUNITY COUNCIL, a California nonprofit corporation (hereafter "Council").

WHEREAS, Council has developed a program to provide information and education services promoting a neighborhood revitalization and community development program in the Meadowview and Woodbine CDBG Target Areas, in accordance with the 1979-82 CDBG Plan adopted for the City; and

WHEREAS, the City Council allocated and appropriated the sum of Forty Thousand Dollars (\$40,000) out of the Community Development Block Grant (CDBG) Fund for fiscal year 1980-81 to Council for the following purposes: to pay for salaries and overhead (rent, utilities, printing, supplies, equipment, postage).

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is hereby covenanted and agreed as follows:

1. Council agrees to render to the residents of the Meadowview and Woodbine CDBG Target Areas a continuous service from August 1, 1980 to June 30, 1981 providing: (1) a CDBG citizen participation process; (2) public referral service, including housing rehabilitation, recreation programs, health, employment, nutrition, child care services, crime prevention, transportation, etc.; (3) coordination with other existing service groups. These functions are further defined in Attachment 1 to this agreement.

2. City agrees to pay to Council out of the CDBG Fund for Fiscal Year 1980-81, upon execution of this agreement, the sum of \$40,000, and Council hereby agrees to use said sum exclusively for the purposes described herein and to accept said sum as full payment for the rendering of said services for the period from August 1, 1980 to June 30, 1981.

3. The City agrees to make monthly payments in accordance with the following provisions:

a. On last calendar day of each month, Council shall submit a report to the City Manager which shall provide the following information as evidence of the extent to which Council has performed in accordance with this agreement during the month prior to the date for such reports:

(1) A brief statement of each service provided pursuant to this agreement indicating (a) the dates and places that such service was generally rendered, (b) the number and residency of persons who received the benefits of such service, (c) the specific benefits achieved as a result of the service to such persons, (d) the estimated amount of funds received from City which have been expended upon such service; and

(2) Any additional information that would be helpful to City in evaluating the performance of Council under this agreement during the month period preceding such report.

b. Upon receipt of a report that satisfies the requirements of subparagraph a. above, the City Manager or his designee agrees to determine whether Council has satisfactorily performed its obligations under this agreement during the preceding month. Upon completion of such determination, City agrees to provide notice to Council and the Director of Finance stating that: (1) the Council has performed satisfactorily and the Director of Finance is hereby authorized to pay for services to be rendered pursuant to this agreement during the next month period; or (2) Council has not performed satisfactorily and no further disbursement of funds is authorized.

c. City and Council agree that a determination that Council has not performed satisfactorily shall constitute a breach of this Agreement and that the Agreement is null and void for the remainder of the agreement.

d. City and Council agree that upon receipt of a notice pursuant to subparagraph b. (2) above, Council shall be entitled to a hearing before the City Manager or his designee where Council may offer measures to ensure satisfactory performance of the services required by this Agreement during the remainder of its term. City and Council agree that the City Manager or his designee may thereupon reinstate this agreement by so informing the Director of Finance and upon incorporation of the Council offered measures into the agreement.

e. City and Council agree that Council may appeal a decision of the City Manager or his designee rejecting Council offer to the City Council.

4. Accounts, books and records of the expenses and expenditures of the Council shall be maintained by the Sacramento Housing and Redevelopment Agency and shall be open for the review and inspection of properly designated members of Council.

5. All Community Development Block Grant funds from the City that are approved for disbursement to the Council must be in accordance with Federal regulations governing Community Development Block Grants (24 CFR Part 570, specifically 570.502, 570.505, and 570.907, and the Standards for Grantee Financial Management Block Grant Funds, Appendix G of Federal Management Circular 74-7).

6. Council and the agents and employees of Council in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the City.

7. Council agrees to indemnify and hold harmless City, its officers and employees, from any and all loss or damage and from any and all liability for any and all loss or damage, and from any and all suits, actions or claims filed or brought by any and all persons because of or arising or resulting from the doing by Agency of any or all things permitted by this Agreement, or because of or arising or resulting from any negligence of Council, its agents, employees or subcontractors, or arising or resulting from any dangerous or defective condition upon the premises used by said Council, its agents, employees or subcontractors.

IN WITNESS WHEREOF, the parties hereto execute this agreement as of the day and year first above written.

MEADOWVIEW COMMUNITY COUNCIL:

CITY OF SACRAMENTO:

CITY MANAGER

ATTEST:

CITY CLERK

DOCUMENT CHECKLIST

APPLICANT AGENCY _____ DATE _____
PROJECT TITLE _____

The applicant certifies that the following documents are available. Upon request they will be produced within three (3) working days. The applicant acknowledges that failure to produce requested documents within the time limits may result in program funds being withdrawn, reallocated, or delayed. Please Do Not Include Documents With The Funding Request.

<u>ITEM</u>	<u>DATE</u>
1. Article of incorporation	_____
2. Agency By-Laws	_____
3. Membership list of present Governing Board	_____
4. IRS Service Employer's I.D. Number	_____
5. Latest Agency Financial Audit	_____
6. Current Financial Statement	_____
7. State of California Employer's ID Number	_____
8. Date of Incorporation	_____
9. Incorporation Number	_____
10. State in which Incorporated	_____

SIGNATURE OF AUTHORIZED OFFICIAL

TITLE

MEADOWVIEW COMMUNITY COUNCIL BUDGET 1980-81

Salaries

Executive Director	\$	<u>10,400</u>
Community Services Worker	\$	<u>4,504</u>
Community Services Worker	\$	<u>4,504</u>
Secretary	\$	<u>3,921</u>
Total	\$	<u><u>23,329</u></u>

Fringe Benefits

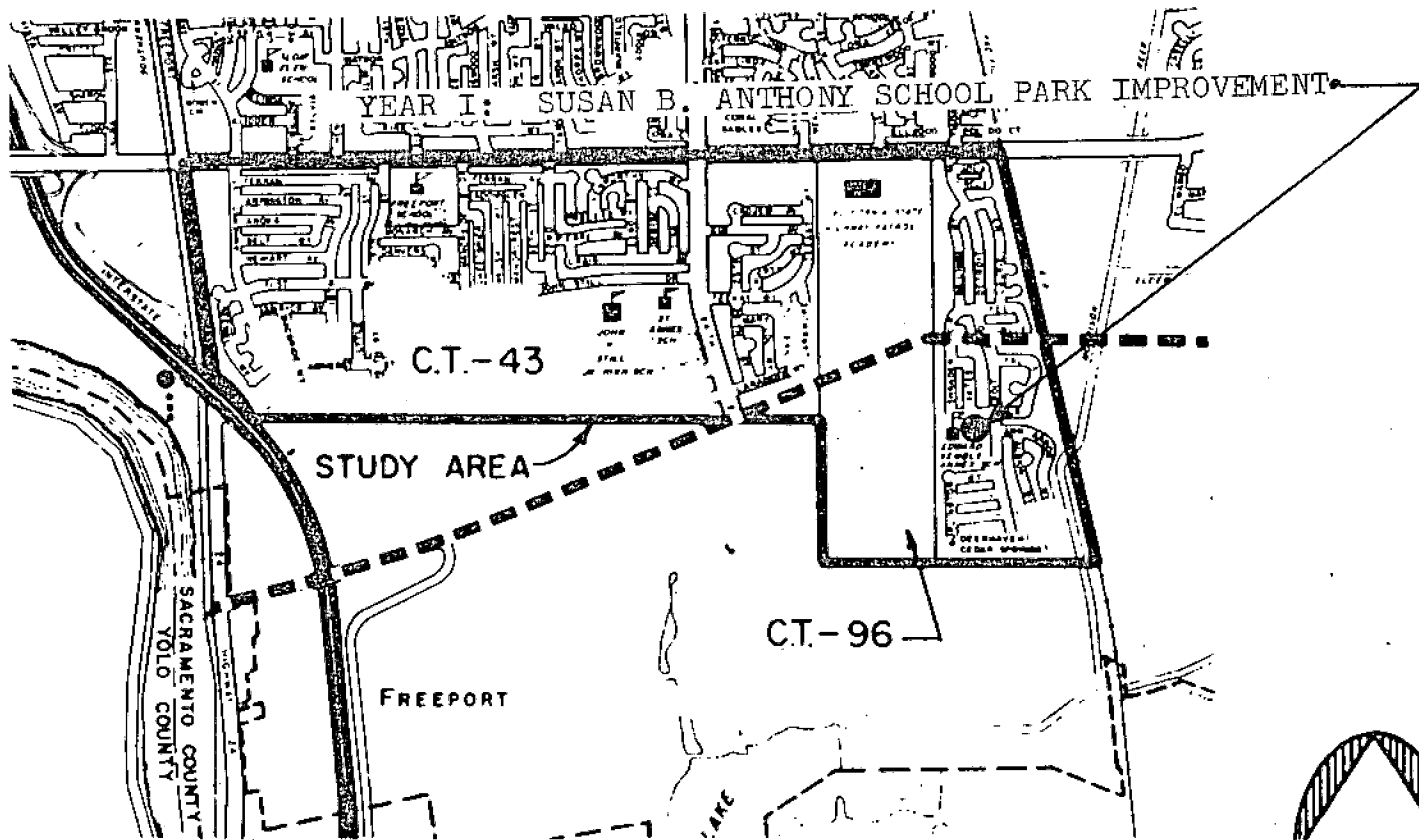
FICA	\$	<u>1,456</u>
Disability Insurance	\$	<u>238</u>
Unemployment Insurance	\$	<u>1,093</u>
Workmens' Compensation	\$	<u>246</u>
Total	\$	<u><u>3,033</u></u>

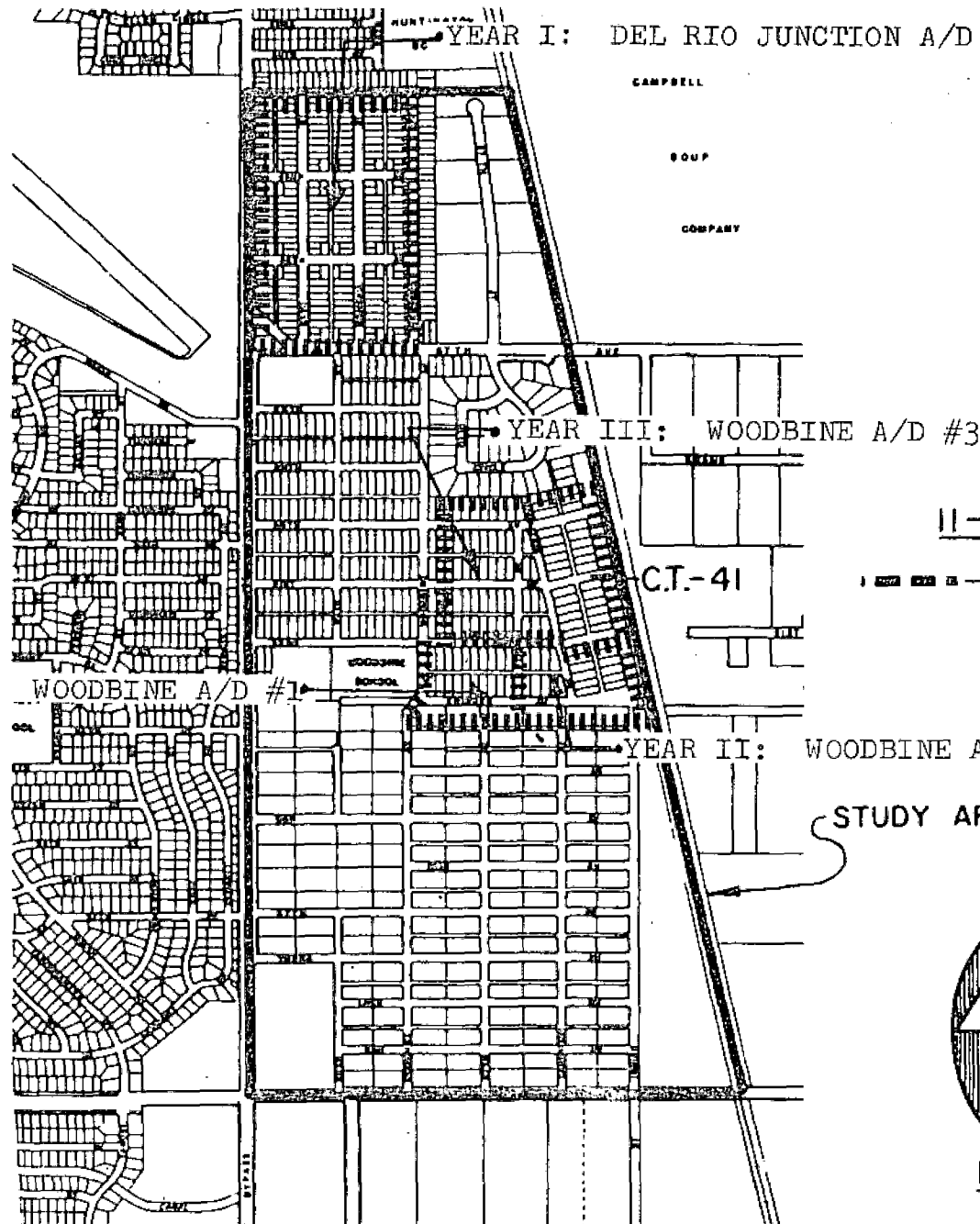
Overhead

Office Rent/Utilities	\$	<u>8,470</u>
Office Supplies	\$	<u>600</u>
Postage/Printing	\$	<u>1,000</u>
Equipment	\$	<u>900</u>
Fiscal/Accounting Costs	\$	<u>450</u>
Total	\$	<u><u>11,420</u></u>

Contingency	\$	<u>2,218</u>
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GRAND TOTAL:	\$	<u><u>40,000</u></u>
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II. Project Narrative

A. Agency Background:

Meadowview Community Council

1. The Meadowview Community Council was started in the late 1960's as a neighborhood improvement coordinator to improve the city services and make the citizens aware of what was going on in their area, to watch and respond to zoning changings, as well as a general "watch dog" for any social problems within its area.

The council operated for several years informally advocating for community improvements. In early 1976, the organization increased its presences in the community in response to growing unmet needs in the area. The group remained unincorporated but developed a membership of almost 300 households.

In 1979 the activities of the organization reached such a degree of complexity and involvement that it became necessary to incorporate. The Articles of Incorporation were submitted on October 19, 1979 and tax exempt status is pending with both Franchise Tax Board and Internal Revenue Service.

The primary purpose of the council remains to act as a medium through which the residents of the area may collectively determine the future of the area and the quality of living. General education and informing residents of potential problems, and directing them to the proper agency, for possible solutions, are among our primary goals.

Having a large yough populace with little or no services available, remains one of our greates problems. We will address this particular problem in effort to reduce juvenile crime and the ill feelings caused by suspicion.

The M.C.C. will survey as much of the total area, house by house, to accurately define our local problems, letting everyone know we exist and what services we provide and work toward equitable solutions for our internal problems.

Our service areas are basically bounded by Florin on the north, Freeport on the west and Franklin on the east, but not limited to these areas, as we are concerned about the area known as Woodbine - since it lacks services and vocal representation.

In the past M.C.C. has held numerous meetings to inform the community to allow verbal responses to pending impacts within the community.

Townhall meetings with the Mayor, Councilmen, City Managers' representatives as well as representatives from city planning, city engineers, traffic, welfare health services, police, animal control, Regional Transit, Park and Recreation (Community Services), and the Sanitation Department, have been held several times. We have coordinated many times with Andy Plescea's Community Development, Block Grant, Park and Recreation, Police Department, and Mayor Isenberg for special meetings and furnished names and addresses for city mailing lists and dispersed notices of their pending meetings. We have held forums for Home Alert programs Operation Identification, Female Protection, Delta Shores zoning impact, and Candidate's night for our City Council seat.

M.C.C. has coordinated several forums to address the impact of the Job Corps moving into our area. We also arranged with the Department of Labor for tours of the San Jose Job Corps Center for those residents interested in investigating the proposed facility in our area. Pending the approval of Job Corps acceptance, we negotiated with the city for community improvements. They included a park for the Detroit Blvd. area, street lights for all areas unlit south of Meadowview Rd. at a reduced price from \$450.00 to \$150.00 through use of Cal BG funds, summertime use of the Job Corps swimming pool, an access road across Job Corps property from Detroit Blvd. to 24th Street and additional land purchase from the State for Susan B. Anthony park expansion.

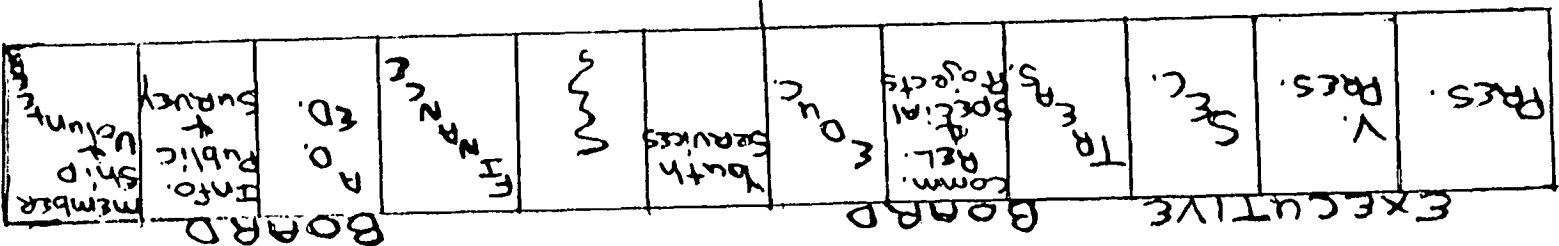
M.C.C. also pressed for and received a permanent school facility at Susan B. Anthony as well as traffic improvements in our areas such as: Lining and stop signs for Detroit Blvd. and 29th Street, turn lanes at Amhurst and Meadowview and a safety lane on Meadowview from 24th street to Detroit Blvd. We have recently requested a light for 29th Street and Meadowview at the Job Corps entrance be placed on the priority list.

M.C.C. has also paid special attention to zoning changes and plot map submissions for changes in our area, as well as the Regional Sewer Project south of our area. Our area also has representation on the City Housing Element Advisory Commission and the Job Corps Community Advisory Board.

Representatives of M.C.C. attend the City Council, City Planning Commission, SAEOC Board, and the County Board of Supervisors meetings. We distribute notices and pamphlets for community interests meetings. We also publish a community newsletter and distribute up to 5,000 copies. (This has been restrictive because of inadequate funds to reach all of the residents and limited donated supplies.) We have published a list of emergency, informative and reference telephone numbers to distribute among our residents which was very well received.

M.C.C. has collected pamphlets, flyers and notices from many agencies to inform our residents such as State Department of Consumer's Affairs, Police Department, Park and Recreation, HUD, SAEOC, SCRAPC, Health Services, Job Corps, Family Services, the colleges, Senior Citizen groups, Housing Redevelopment, County Extension Service, City Council Candidates, and any other informational agencies. These are available at our meetings and would be available at our proposed office. We also post materials from congressional, senatorial members as well as consumer bulletins from HUD and other agencies.

We are actively looking for a site for a funded Elderly Nutrition Program and also a Day Care Center site for this area. M.C.C. is also assisting with input into the new Meadowview Community Plan update being done by the City Planning Department.



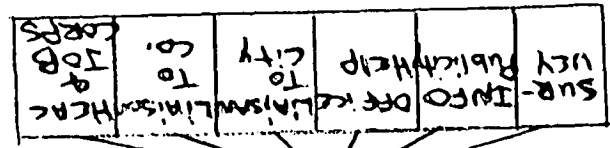
MEMORANDUM
OR
Community Services

EXECUTIVE DIRECTOR

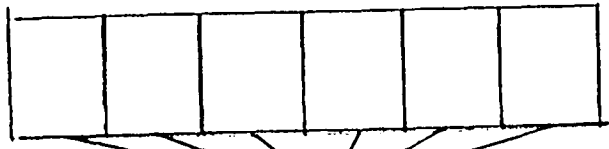
1/2 Time SECRETARY

AFFIRMATION BOARD

1/2 Time C.S.W. (ADULT)



1/2 Time C.S.W. (YOUTH)



4-6 Youth Volunteers at Still Jr. H. and possibly
 a Youth Counselors
 REPORT BE GOING

B. Project Information

1. Problem Statement

The Meadowview area has been documented by the city Community Development Block Grant, SAEOC'S 1979 needs Assessment, and a 1974 survey of recreational services in the Meadowview area conducted by the youth services Division of Community Services planning Council, as being in the early stages of deterioration and decay.

The process, if left unchecked, will progress as it has in other similar communities, to a more intense state of slight, which will require massive efforts to rehabilitate.

The Meadowview Community Council's prime service area is south of Florin Road, to the city limits, bordered on the east by Franklin Boulevard, and bordered on the west by Freeport Boulevard. We are also interested in the area known as Woodbine, due to the lack of services in that area. (Refer to data on demographic and community profile).

Meadowview Community Council has a special concern for low and moderate income households but does not restrict its focus to the low income population only. We address ourselves to all members in the geographic area.

2. Project Goals:

It shall be the goal of this project to develop a stable community council, with a continuous funding base, that will assist, educate, and advocate for the residents of the Meadowview area; thereby helping them to determine the future of their area and the quality of living.

The project goals would be threefold:

- a.) Contributing to a better informed and more involved community.
- b.) Checking and reversing the current trend toward deterioration by attracting resources to the area and developing a self-help consciousness within the target population.
- c.) Improving the relationships of the community toward it's youth and providing supervised youth services.

3. Project Objectives:

- A.) Establish and maintain an office for M.C.C.. This will be the root of all the programs and act as both a meeting-place and coordinating point for the community and the staff and volunteers. The proposed site is located at ~~7591 24th Street~~ (at Meadowview and ~~24th~~ *2811 2/2/62 R.D.*). There are approximately ~~2200~~² sq. ft. of undivided building. This is theoretically in the center of our target area.

We will have reference materials, referral materials, pamphlets, flyers, newsletters available, as well as adult education classes held on the site. All programs, staff and volunteers will coordinate from this point. All board meetings will be held here. (60 days)

- B.) Increase Community Council Memberships to 1000 households or more. (9 months)
- C.) Compile complete and accurate data on households in target area. Develop a survey that will itemize each house as to number in household; special problems and concerns; inform them of our agency and our programs; referrals to other agencies; recruit volunteers; employment needs; talent file; identify need of child care; desires for educational classes; registering them to vote; locate block captains and refer others to them; assess area improvements; identify youth; youth needs; establish M.C.C. memberships; pass out materials; newsletters.

This will result in a better informed resident that will be less frustrated by knowing a referral source for problems that will arise. As our list of volunteers increases, our services area will expand; to activate people to vote more often in elections; have people help themselves and others; and bring community closer and more identifiable in it's needs. (1 year)

- D.) Coordinate activities with other existing service groups not in our area. (There are no service groups within our target area), through referrals. (1 year)

- E.) Establish a cooperative adult education program. Through the survey, we will identify both volunteer teachers and types of classes the residents are interested in taking. There will be a small fee given by participants to the teacher for time spent. These classes will begin almost immediately upon opening of the center. Residents will gain knowledge and experience in whatever field desired and establish friendships and become well rounded in varied interests. It will activate people and get them involved with each other. (6 months)
- F.) Establish one or more youth activity sites which are supervised. Through supervised youth activities, we will reach some of those youth who have little recreational resources. We will maintain a one volunteer to five youth ratio with a variety of activities. (3 months)
- G.) Develop a trained corps of 20 volunteers. We will, in connection with other training agencies, develop programs, resources and train those interested in working within the target area. The volunteers will work in all areas of the M.C.C.. (9 months)
- H.) Assist the National Human Development Foundation in locating and establishing a local child care center. (12 months)
- I.) Assist in deterring juvenile crime. Since juvenile crime is so high in our area this must be one of our strongest programs. There are little or no recreational outlets organized in our area, hence the youth tend to create problems. We have several dedicated people who will begin youth activities in our area. Ralph Pettinger from Park and Recreation has promised to be of great assistance in establishing programs, providing equipment in our area, personnel and staff training.

Through concentrated effort we will address the recreational void and help identify those youths who may need other agency referrals to aid in personal problems.

- J.) Locate and establish a senior nutrition program site. Lulac is looking at our request for a site in our target area which would serve hot, free lunches for those over 62 years. This will be an economic help to that age bracket and also a source of volunteers for the M.C.C. and its programs. These lunches also include a variety of informational forums. (1 yr)

- K.) Educational and Informational Forums, for residents. (12 mo).

- L.) Actively seek further funding.

4. Project Activities

Start - up Activities:

- a. locate and lease suitable site to coordinate Meadowview Community Council activities.
- b. conduct comprehensive community household profile of Meadowview area.
- c. develop a volunteer, talent/skills file for self-help project.
- d. develop a Block Captain system (also ongoing activity).

On-going Activities:

- a. negotiate with city, county and state agencies to attract technical assistance and resources to Meadowview area.
- b. utilize consultants to train volunteers to work in the community, and serve as liaisons with other agencies.
- c. advocate for improved public services.
- d. provide community education for residents on local governmental issues.
- e. conduct multiple crime prevention programs (see Police Crime Prevention attachments).
- f. develop and provide recreational activities for youth.
- g. seek alternative funding resources to provide continuous services.
- h. publish newsletter relevant to Meadowview area.

1. maintain library (publications, pamphlets, etc.), available for all residents.

All programs will be available to all residents.

5. Physical Accessibility

a) The proposed site is ^{2860 E 10th RD} ~~7591 24th St.~~ which is in the center of our target area. It is on bus lines 64, 5, 7, and 63 which stop in front of the proposed building or at the intersection.

b) Some volunteer transportation provided.

c) The proposed site is a single story, ground level building of ~~2,200~~ sq. ft. with no steps.

d) Service locations would be either at the Service Center or other suitable facility.

e) There is adequate off street and on street parking in the area.

f) The youth activities will be based at John Still Jr. High initially which is on the bus line.

6. Program Accessibility

Through the survey we hope to identify all special ethnic groups and identify language volunteers to be called on for translating when necessary.

We have multi language and blind services. All programs are available to all residents.

7. Coordinating efforts were discussed at length in the introduction. M.C.C. has a policy of active community involvement with both private citizens and other agencies.