



CITY OF FULLERTON  
COMMUNITY DEVELOPMENT CITIZENS' COMMITTEE  
MEETING MINUTES  
FEBRUARY 11, 2020  
Fullerton City Council Chamber  
303 West Commonwealth Avenue  
Fullerton, California

6:37 p.m.

CALL TO ORDER      Chair Charles called the meeting to order at 6:37 p.m.

ROLL CALL

Present:              Chair Charles, Vice Chair Nava-Mijares, Hanzo

Absent:                Hall and Pascual absent

Staff Present: Kellee Fritzel, Community and Economic Development, Linda Cordova, Housing Consultant, Jessica Cuevas, Acting Housing Programs Assistant

Approved as Amended

MINUTES – January 28, 2020

Committee Member Hanzo recommended amending the minutes to reflect the following answer for Meals on Wheels Orange County (Community SeniorServ):

Q:      Do you provide meals to homebound seniors?

A:      No, that is a service that is not offered. CDBG funds will go directly to raw food costs for the senior program at the Fullerton Community Center.

It was moved by Committee Member Hanzo, seconded by Chair Charles, to approve the January 28, 2020 Community Development Citizens' Committee minutes as amended.

Motion carried 3-0-2, Hall and Pascual absent.

Presented

INTRODUCTION OF THE NEW DEPUTY DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT

Deputy Director of Community and Economic Development, Kellee Fritzal gave a brief self-introduction to the Community Development Citizens' Committee and the members of the public.

Presented

## 2020-2021 NON-PROFITS PRESENTATIONS

Oral presentations were given by representatives of non-profit organizations that submitted an application to receive CDBG funding in support of programs during the 2020-2021 fiscal year.

Pathways of Hope requested \$20,000 for the Life Skills Program

Q: Will funding be used to purchase food for the HUB of Hope?

A: No, funding will not be used to purchase food for the HUB of Hope.

Q: What will the funding in the proposed budget be allocated for?

A: Funding will be allocated to direct services which includes service/supply costs, guest speaker fees, and staff salaries.

Q: Committee Member Hanzo asked Housing Consultant Linda Cordova: Could guest speaker fees be under Admin Costs or Direct Expenses?

A: Housing Consultant Linda Cordova answered: Guest speaker fees should fall under Admin Costs, as they are providing a service.

Q: Are hygiene products and clothing donated to the HUB of Hope from various congregations?

A: Yes, hygiene items and clothing are donated from various congregations and community groups.

Q: Will CDBG funding be used to purchase clothing?

A: No, CDBG funding will not be used to purchase clothing.

Q: Why did the cost per person increase to \$168 from \$52, from the previous year?

A: The increase to \$168 was due to staff transitions and a decline in class attendance.

Q: Is the \$20,000 for Emergency Solutions part of a grant?

A: Yes, the \$20,000 is an Emergency Solutions Grant. The grant supports the emergency shelter.

Q: Is the Emergency Solutions Grant a State or Federal Grant?

A: The Emergency Solutions Grant is a county grant that matriculates from the state level.

Pathways of Hope requested \$25,000 for the Regional Homeless Service Program

Q: What is the percentage of Fullerton clients that are on the verge of homelessness versus Fullerton clients that are homeless?

A: There are 52% of Fullerton clients that are renters, 24% of Fullerton Clients that are homeless, and 24% of Fullerton clients that have various living situations such as living with friends or family for a short period of time.

Q: Are Pathways of Hope staff trained in identifying housing discrimination?

A: Yes, a big emphasis is working with Fair Housing and working on issues of Fair Housing. Staff has a wide variety of experience and backgrounds. There is diverse staff who are sensitive to clients who come in from a community to receive services

Q: Does Pathways of Hope provide Fullerton clients eviction financial support?

A: Depending on the situation efforts are made to try to alleviate the problem. Pathways of Hope builds the best strategy with the limited funding to make sure that rent is paid for the month and going on into the future.

Q: How many clients were assisted with eviction financial support?

A: There were 158 clients assisted with eviction financial support.

Q: Why did Pathways of Hope propose to increase the number of clients to be served to 200?

A: Pathways of Hope proposed to serve 200 clients due to the community need and an increase in capacity.

Q: Due to clients who cannot afford rent or cannot afford to move out, does Pathways of Hope provide services to help clients get into a sustainable place?

A: We have few services that have helped clients stay in the apartments until their lease has ended. After the lease has ended, Pathways of

Hope works on a solution to get clients into affordable places.

Radiant Health Centers requested \$7,500 for the Nutritional Services Program

Q: Would a portion of the \$7,500 that is being requested, be allocated to administration

A: Yes, the \$7,500 will partly fund a full-time Pantry Coordinator.

Q: Does Radiant Health Centers serve disabled seniors who do not have HIV/AIDS?

A: Radiant Health Centers does serve disabled seniors who are non-positive, but the CDBG funding will solely fund the pantry and clients who are positive.

Q: What is the legal name for Radiant Health Centers?

A: The legal name is AIDS Services Foundation

Second Chances OC requested \$20,000 for the More Second Chances Program

Q: What will the \$20,000 that is being requested be used for?

A: The \$20,000 will be used to fund staff, Staff includes an Executive Director, a Case Worker Manager and a Programs Manager.

Q: Due to being a multi-phase program, can a proposed budget be provided as it was not included in the application?

A: Yes, a proposed budget for the multi-phase program will be submitted to city staff.

Q: Will CDBG funds be used for travel time and classes located at Illumination Foundation and Tri-Parish?

A: Yes, CDBG funds be used for travel time and classes located at Illumination Foundation and Tri-Parish.

Q: Does Second Chances OC provide classes for Pathways of Hope?

A: No, classes are not provided for Pathways of Hope.

Q: Are clients employed through Second Chance OC?

A: A twelve month contract is put into place between the client and Second Chance OC. The

organization helps find jobs with various employers.

Q: Do the client's employers provide a fee to Second Chance OC?

A: No, a fee from the employer is not provided.

Q: Is the bank funding considered a loan?

A: No, it is not a bank loan. It is a grant called a Community Reinvestment Act (CRA), banks are required to help low-income communities.

Q: What education does staff have?

A: Staff members have Bachelor's Degree, Juris Doctorate Degree, and Master's Degree.

Q: Does Second Chance OC, provide background checks on employees?

A: Yes, staff, volunteers, and clients receive background checks.

Q: When was the last single audit?

A: Second Chance OC does not receive a single audit due to not exceeding \$750,000 in funding.

Q: How are transportation and grooming services paid?

A: Second Chance OC pays for grooming and transportation services. Second Chance OC also receives funding from UBER and Lyft for transportation services.

Q: Is CDBG funding used to purchase a vehicle for Second Chance OC?

A: No, CDBG funding is not used to purchase a vehicle. Funding will be used for staff salaries.

Chair Charles suggested that Second Chance OC, along with the Fullerton funding information provide funding information of the whole organization as it was not included in the application.

Committee Member Hanzo requested that Second Chance OC revise the application to reflect correct agency address.

YMCA Orange County requested \$10,000 for the Fullerton Center Youth Achievers Program

Q: What will the requested \$10,000 CDBG funding be used for?

A: The CDBG funding will be used for salary of a Coordinator and program costs.

Q: Who does YMCA have an agreement with for the facility?

A: YMCA has an agreement with the City of Fullerton.

Vice-Chair Nava-Mijares requested YMCA provide the multi-phase two year proposal.

Chair Charles requested YMCA provide a revised application, to reflect funding that will be used for program costs.

Fair Housing Foundation requested \$20,000 for the Fair Housing Program

Q: What methods are used to help serve new clients?

A: Along with the website, Fair Housing Foundation distributes fliers, sends emails, posts fliers in high traffic areas, and uses various social media platforms.

Q: Does Fair Housing Foundation consider the 800 people who visit the booth during outreach, as clients?

A: No, they are not considered clients.

Q: How many bona fide cases were strictly Fullerton clients?

A: There were five cases that were strictly Fullerton clients.

Q: Are financial documentation requested when a client's signs an Income Verification form?

A: No, financial documentations are not requested. If a client chooses to bring in financial documentation, Fair Housing Foundation will make copies to include in the client's files.

Q: What is the status for the 990 Form?  
Fair Housing Foundation has requested an extension for May, to submit the 990 Form.

Hart Community Homes requested \$45,000 for the Monkey Business Café Workforce Development Program

Q: How many at risk youth or foster youth, have moved on to work in the culinary field?

- A: Currently four staff are attending Fullerton College. One staff is also the Monkey Business Restaurant Manager.
- Q: Committee Member Hanzo asked Housing Consultant Linda Cordova:  
Can CDBG funding be used to pay employer taxes?
- A: Housing Consultant Linda Cordova answered:  
Yes, CDBG funds can be used to pay employer taxes.
- Q: Does Hart Community Homes pay the Cal State Fullerton University mentors?
- A: No, Hart Community Homes does not pay the mentors. The mentors are from U-Acre Program.
- Q: Is there a contract between Hart Community Homes and the U-Acre mentors?
- A: No, Hart Community Homes and the U-Acre mentors do not have a contract.

Chair Charles opened the public comment at 8:14

- Curtis Gamble spoke about the hard work that staff at Monkey Business Café provides in the restaurant and in the community.

Chair Charles closed public comment at 8:17

#### PUBLIC COMMENT

Chair Charles opened the public comment at 8:19 p.m.

- Curtis Gamble spoke about suggestions to utilize funding and to reach out to various organizations and churches for resources to assist the homeless population.

Chair Charles closed the public comment period at 8:22 p.m.

#### STAFF/COMMITTEE COMMUNICATIONS

Chair Charles asked what solution there is when a committee member misses multiple consecutive meetings. City staff are going to look into the matter. Housing Consultant Cordova informed the committee that City of Fullerton applications will be distributed at the February 25, 2020 CDCC meeting. She also informed the committee that City of Fullerton

presentations will take place at the March 10, 2020 meeting.

8:28 p.m.

#### ADJOURNMENT -

Chair Charles adjourned the meeting at 8:28 p.m.

The next Community Development Citizens' Committee meeting will be held on February 11, 2020, at 6:30 p.m., in the Council Chamber, 303 West Commonwealth Avenue, Fullerton, California.



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Jessica Cuevas, Clerk to the Community Development  
Citizens' Committee