

CONSOLIDATED PLAN ADVISORY BOARD (CPAB) MINUTES

THURSDAY, JANUARY 16, 2020

SAN DIEGO CIVIC CONCOURSE – 1st Floor, Main Lobby
202 'C' STREET, SAN DIEGO, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
• Zaheen Chowdhury, Council District 1 • Sara Berns, Council District 2 • Eileen Gonzales, Council District 3 • Rich Thesing, Council District 7 • Victoria Barba, Council District 8 • Peter Dennehy, Council District 9	• Valerie Brown, Council District 5 • VACANT, Council District 4 • VACANT, Council District 6

STAFF PRESENT	ATTENDANCE SHEET
• Michele Marano, Community Development Coordinator • Leonardo Alarcon, Community Development Specialist • Mike Nguyen, Community Development Project Manager • Nadine Hassoun, Community Development Project Manager	5 people signed the attendance sheet

Call to Order

Mr. Peter Dennehy called the meeting to order at 9:04 a.m. with 5 board members present, with one member arriving late. Quorum was achieved at the same time.

Approval of Minutes

Mr. Dennehy called for a motion to approve the December 12th, 2019 meeting minutes. Ms. Sarah Berns moved to approve the minutes. Mr. Zaheen Chowdhury seconded the motion. The minutes were then approved unanimously, 6-0.

Board Announcements

- Mr. Rich Thesing asked whether City Staff will present on the Housing Navigation Center. Ms. Michele Marano responded that a presentation date has not yet been

confirmed. Ms. Marano recommended that ad-hoc committee discussions begin and if CPAB members want to make written recommendation to the Mayor's Office or City Council, staff may include their written recommendation in the allocation and approval item for the FY 2021 Annual Action Plan.

Staff Announcements

- Ms. Marano announced that the [Nonprofit Academy Workshop Series](#) launched on January 16th. These workshops help non-profit organizations improve their capacity. Registration is available online and workshops take place from February to April.
- Ms. Marano stated that the [Analysis of Impediments to Fair Housing choice survey](#) deadline has been extended to February 14th. There have been 680 responses regionally so far.
- Ms. Marano announced a free training for housing consumers in the City of San Diego on Saturday, February 15th at the City Heights Library. The training will be hosted by the Legal Aid Society.
- Mr. Leonardo Alarcon introduced the newest staff member to the Community Development Division, Nadine Hassoun. Ms. Hassoun will be working with the CPAB and other policy related projects.

Non-Agenda Public Comment

- There were no non-agenda public comments.

Agenda Item(s)

Action Item 6a:

Fiscal Year (FY) 2020 CDBG Reprogramming

Ms. Michele Marano presented a list of projects to receive CDBG reprogrammed funds to the CPAB. Reprogrammed funds include unspent balances from completed and cancelled projects. The CPAB was asked to make a recommendation to the PSLN Committee and City Council regarding the allocation of these reprogrammed funds. *Please see attached presentation for more information.*

Public Comment:

- Rosie Sanchez-Ulloa, representing City Heights Community Development Corporation, asked CPAB members to approve the \$5,000 requested for the City Heights Business Exposition.

Mr. Dennehy called for a motion to make a recommendation to the Public Safety & Livable Neighborhoods (PSLN) Committee and City Council regarding the allocation of the reprogrammed funds. Mr. Thesing motioned to approve this item, which was seconded by Mr. Dennehy. The motion was approved unanimously, 6-0.

Discussion Item 7a:

FY 2021 CPAB Scoring Handbook

Mr. Alarcon reviewed key elements in the CPAB Scoring Handbook that can be used in evaluating the responses to the CDBG Request for Proposals (RFP). *Please see the attached presentation for more information.*

Discussion Item 7b:

CPAB Training: Brown Act Video

Staff presented the Brown Act Video created by the Office of Boards and Commissions for CPAB to review. All Boards and Commissions in the City of San Diego are required to adhere to the requirements of the Brown Act. *To access the video, please click [here](#).*

Adjournment

- Meeting adjourned at 10:08 a.m.

Economic Development Department

CDBG Allocation Recommendations for Reprogrammed Funds – FY 2020

Consolidated Plan Advisory Board
January 16, 2020

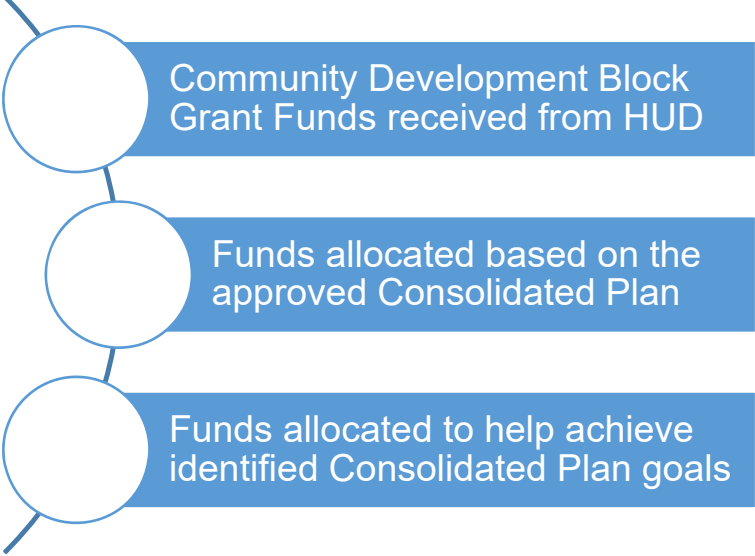


Economic Development

Requested Actions

Recommend Council approval to transfer balances from declined, completed and ineligible projects and unobligated CDBG funds to the projects presented by City staff.

Background



Consolidated Plan Goals

Increase and preserve **affordable rental and homeowner housing** to improve access to **housing** opportunities that reflect community needs, including, but not limited to, opportunities in close proximity to transit, employment, and community services.

Enhance the City's economic stability by investing in inclusive economic growth initiatives that develop and strengthen **small businesses and support local entrepreneurs**.

Foster individual and household resiliency by **investing in employment and workforce development** programs and improving access to job opportunities.

Support the development of vibrant, equitable, and adaptable neighborhoods by investing in **public facilities and critical infrastructure**.

Economic Development

Consolidated Plan Goals

Assist individuals and families to gain stable housing after experiencing homelessness or a housing crisis by providing appropriate housing and service solutions grounded in best practices.

Invest in community services that promote equity and serve vulnerable populations including, but not limited to, refugees and recent immigrants, previously incarcerated, veterans, youth, seniors, and food insecure households

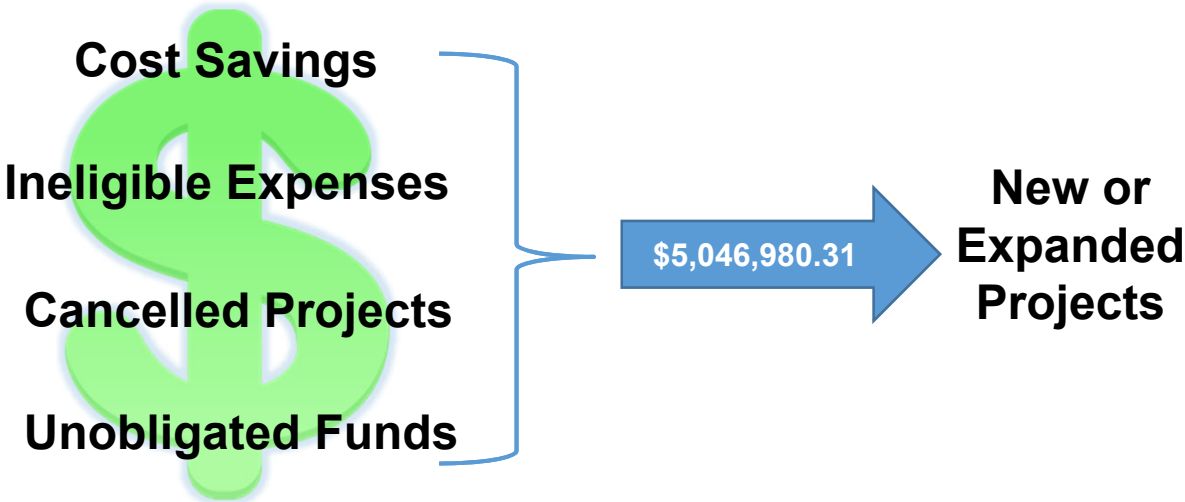
Finance **impactful nonprofit facility improvements** to provide new or increased access to programs that serve vulnerable populations or implement sustainability measures.

(FY 2020 Only) **Meet the needs of persons with HIV/AIDS** and their families through the provision of housing, health, and support services.

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Economic Development

Reprogrammed Funds



Cost Savings

Ineligible Expenses

Cancelled Projects

Unobligated Funds

\$5,046,980.31

New or Expanded Projects

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Funding Recommendations

City Projects

Mid-City IDEA Lab (design) \$2,000,000
To fund the design phase of a pending Library Department CIP. Preliminary scope includes a 12,000 square foot, 3-story IDEA Lab which will feature state-of-the-art technology, classroom spaces, a small library collection and staff areas.

City Heights Pool CIP \$2,066,980.31
To fund the construction of a new pool and decking, upgrades to mechanical and electrical equipment, installation of a new slide and children’s pool play structure, ADA upgrades to restrooms and locker rooms, outdoor showers and the path of travel.

Funding Recommendations

NTC Homeless Agreement – Facility Improvements

St. Vincent de Paul \$287,500
To complete improvements to the Joan Kroc Center, offering transitional housing to individuals and families experiencing homelessness. Funds will be used to replace an outdated fire alarm system.

Catholic Charities \$287,500
To complete improvements to the Rachel’s Women Center. Improvements will include replacement of cabinets and windows, replacement of a wheelchair lift, plumbing and HVAC repair and replacements, electrical wiring and painting.

Economic Development

Funding Recommendations

Homeless Program Operations

Public Services	<u>\$400,000</u>
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- Wheels of Change
- Downtown Partnership Family Reunification Program
- Day Center for individuals experiencing homelessness

Community Economic Development

Business Expo	<u>\$5,000</u>
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To fund an extension of the City Heights CDC microenterprise project to showcase businesses receiving support from CDBG-funded economic development initiatives.

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Economic Development

Requested Actions

Recommend Council approval to transfer balances from declined, completed and ineligible projects and unobligated CDBG funds to the projects presented by City staff.

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Economic Development

FY 2021 CPAB Review Handbook

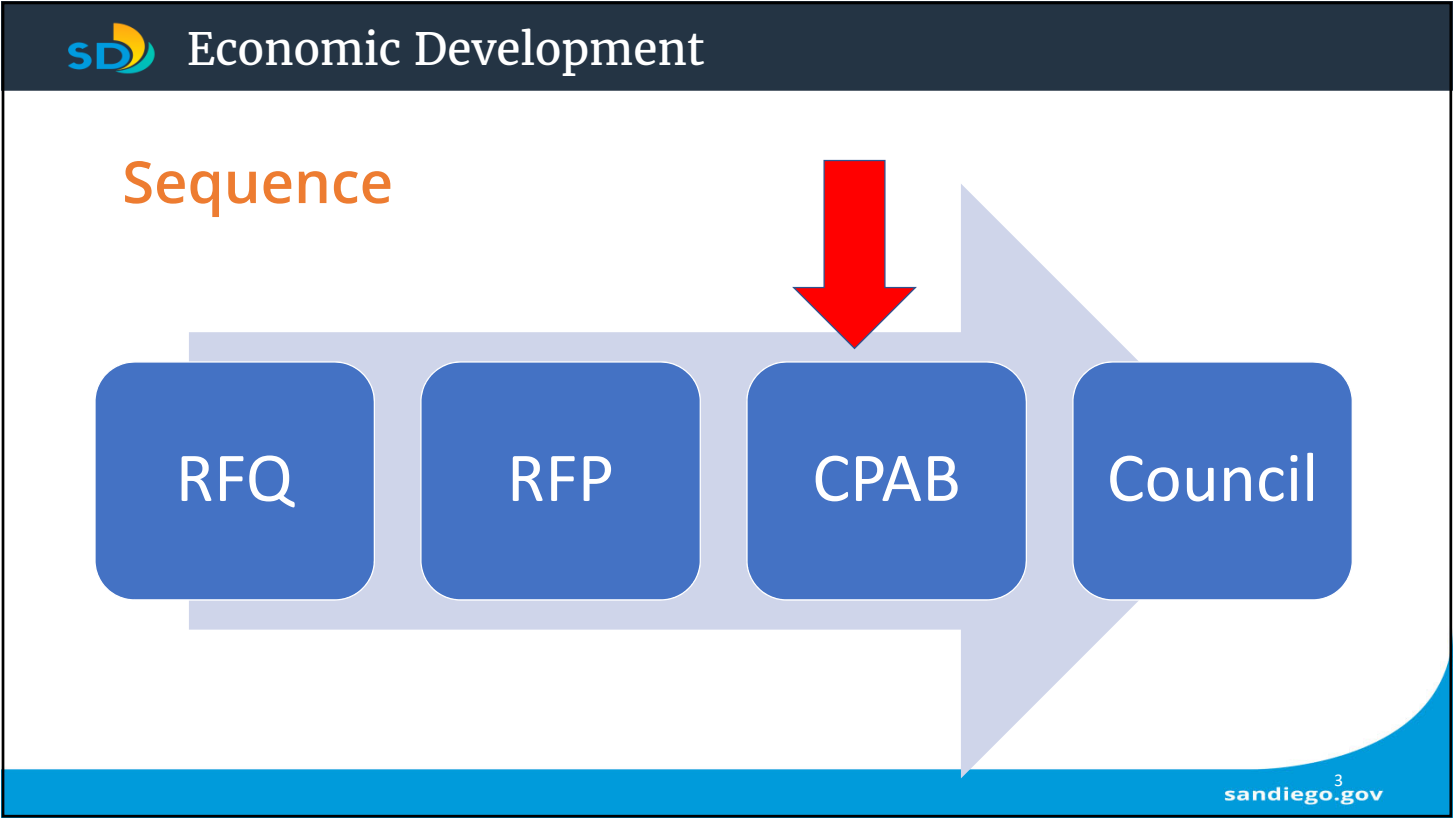
Consolidated Plan Advisory Board
January 16, 2020



 Economic Development

Overview

- Status of Request For Proposals (RFP) Process
- FY 2021 RFP & Applicant status
- CPAB Considerations
- Application Considerations
- Performance Indicators
- Next Steps



 Economic Development

FY 2021 Applicants

RFQ Responses

- 70 Responses
- 11 Conditional Approvals
- 1 Ineligible

RFP Applications Submitted

- 62 Applications
- 55 Organizations
- 8 organizations submitted multiple applications
- 4 Small/Emerging Nonprofits

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 Economic Development

EDGrants

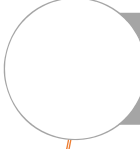
- Economic Development Grants Management System (EDGrants) → <https://edgrants.force.com>
- Completion of registration process
 - Pledge of Confidentiality
 - Acceptance of Conflict of Interest
 - All other relevant information
 - Approval link from ED Grants

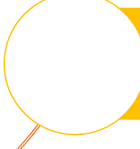
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Economic Development

CPAB Considerations

Confidentiality

Conflict of Interest

CPAB Judgement

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Economic Development

Application considerations

Answer the question?

Clear and specific response?

Proposed outcome possible/
measurable?

Outcomes match funding requested?

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Economic Development

Performance Indicators

Assessment Area	Indicators	Standards
Fiscal Performance	- Balance of Award \$ at Closeout - Total of Disallowance \$ at Closeout - Number of Disallowances Processed	- Award Balance: $\geq 10\%$ (-0.50 point) - Total Disallowances \$: $\geq 10\%$ (-0.25 point) - Disallowance Frequency: $\geq 50\%$ (-0.25 point)
Programmatic Performance	- Number of Clients Served <u>OR</u> - Number of Projects Completed	- Clients Served <u>OR</u> Projects Completed $\geq 80\%$ of target met (-0.00 point) 51-79% of target met (-0.50 point) $\leq 50\%$ of target met (-1.0 point)
Leverage Funding (for FY 22)	Stated RFP funding vs actual closeout report funding	Discrepancy $> 25\%$: (-0.50 point)



Economic Development

Next Steps

January 27, 2020	FY 2021 CDBG RFP submittals available to CPAB members for review and scoring
January 23, 2020	Applicable agencies are notified of final eligibility determination based on CDD staff review of RFP materials
March 05, 2020	CPAB FY 2021 CDBG RFP scoring results submitted to CDD office/ED Grants
March 06, 2020	FY 2021 CDBG RFP Application scores posted online and emailed to interest list
<u>MONDAY</u> March 16, 2020	CPAB Meeting: FY 2021 CDBG RFP scores ratified and funding allocation recommendations forwarded to City Council for approval
April 2020	FY 2021 allocations incorporated with FY 2021 Annual Action Plan presented to City Council