



THE CITY OF SAN DIEGO

**CONSOLIDATED PLAN ADVISORY BOARD  
NOTES FOR REGULAR MEETING**

WEDNESDAY, JULY 10, 2013

SAN DIEGO CIVIC CONCOURSE  
NORTH TERRACE ROOMS 207–209  
202 'C' STREET  
SAN DIEGO, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
William Moore, Council District 1, Chair Vicki Granowitz, Council District 3, Vice Chair Robert McNamara, Council District 6 Aaron Friberg, Council District 8	Audie de Castro, Council District 4 Sam Duran, Council District 5 Michael C. Morrison, Mayor’s Office

STAFF PRESENT	ATTENDANCE SHEET
Eliana Barreiros, Policy Coordinator, CDBG Ulysses Panganiban, Project Manager, CDBG	<ul style="list-style-type: none"> <li>• 39 people signed the attendance sheet</li> </ul>

**Call to Order**

- Chair Moore called the Board meeting to order at 9:04 a.m. with four Board members present. Quorum was not achieved, and no actions were taken during the meeting.

**Staff Announcements**

- Development of the next Consolidated Plan is underway with the release of the Request for Proposals/Qualifications for consulting services and the closing of the submission period. Two firms submitted proposals, which will be evaluated by a review panel. Staff anticipates entering into a contract with the selected firm in August 2013.
- The revised Fiscal Year 2014 Annual Action was submitted to the United States Department of Housing and Urban Development (HUD) on July 9, 2013. Revisions were

made to incorporate comments from HUD staff on the version of the Annual Action Plan submitted in May 2013 and to incorporate the actual grant amounts to the City in Fiscal Year 2014 for the following federal programs: Community Development Block Grant (CDBG), HOME Investment Partnerships Programs (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).

- Recruitment for the Program Manager position and a Project Manager position within the HUD Programs Administration Section is underway. Caroline Ledesma, Administrative Aide II, recently transferred into the section.
- The CDBG Working Group chaired by Vivian Moreno (City Council Representative, District 8) has had discussions on ways to improve the CDBG Application and review process. No action has been taken to date.

#### **Board Announcements**

- Mr. McNamara asked staff on the impact of the ESG funding reduction in terms of match requirements. Staff responded that none of the programs initially targeted for ESG allocations had been eliminated but the budget of each program had been reduced.
- Mr. Moore noted that the CDBG Working Group had been dissolved by the City Attorney's Office. In response to Mr. Moore's comment, Ms. Vivian Moreno (City Council District 8 Representative and Chair of the Working Group) stated that meetings of the group are currently on hold due to some concerns raised by the City Attorney's Office (CAO). Ms. Moreno noted that her office is working with the CAO to address any potential issues to that the group may reconvene.
- Mr. Moore asked the audience to assist with recruiting potential new Board members by nominating qualified persons through their respective Council offices.

#### **Non-Agenda and Agenda Public Comment**

- Sharon Hudnall, with the Jacobs Center, commented on the need to allocate CDBG funds to Southeastern San Diego within the Diamond Neighborhood/Euclid Avenue Trolley Station area. She spoke about the importance of affordable housing and the need to invest in projects and programs with the greatest impact to the highest number of low/moderate-income beneficiaries.
- Christina Griffith, with Senior Community Centers, asked how the Board would be weighing in on the use of the unallocated CDBG funds in Fiscal Year 2014. Staff noted that the allocation of said CDBG funds required action from the City Council and, as such, staff recommended that the Board should consider all pertinent information regarding this action so that the City Council could be informed regarding the Board's recommendation. Mr. Moore mentioned that the Board had already made its recommendation known through its list of prioritized projects. Mr. McNamara noted

staff should be given the opportunity to present this new information so that the Board could make a decision based on the current CDBG budget and amounts/implications of cuts to the ESG, HOME and HOPWA programs. After a brief discussion, it was determined that staff would incorporate the allocation of remaining CDBG FY 2014 funds item into the CPAB agenda for the August meeting as well as options for the use of these monies.

#### Discussion Items

- Item 6a – Receipt of Public Input for Fiscal Year 2015 – 2019 Consolidated Plan (Needs Assessment): Staff provided an overview of the Consolidated Plan and the four federal grant programs that comprise it (CDBG, HOME, ESG, and HOPWA), as well as eligible activities to be funded. As part of the development of the new Consolidated Plan, which will be in effect from July 1, 2014, through June 30, 2015, the City needs to identify the various community/economic development, public infrastructure, housing, homeless, and public service needs that it anticipates addressing with these federal grants in conjunction with other leveraged funds. The City needs to: (1) complete a “needs assessment” (in order to identify those that could be addressed with CDBG, HOME, ESG, and HOPWA funds); (2) identify which and how other funding sources address these needs; (3) develop a strategic plan to identify how the City would use the federal funds available through the Con Plan process and its priorities for these monies. The Board then invited the public to provide comments as part of the *Needs Assessment* element.

Mr. McNamara commented that Neighborhood Revitalization Strategy Areas should be considered as part of the Consolidated Plan.

Ms. Granowitz commented that the CDBG allocation process is still new and being refined. She also mentioned the need of the Board for input from the CDBG Working Group and favored setting up NRSA-like areas in the City (but not formal NRSA's) to avoid complex regulations and retain more local control for the use of these funds in any particular areas/neighborhoods of the City.

The following persons commented on this item:

- Leslie Dudley, with El Rey Neighborhood Watch, commented on the need for parks and curbs in the Lincoln Park neighborhood/47<sup>th</sup> Street vicinity (Mid-City area). Ms. Dudley added that the subject area is also problematic for residents because of its high incidence/rate of crime. *See attachment to these minutes, submitted to staff by Ms. Dudley for the record.*
- Tara Jones, with the National Women Veterans Association, commented on the need to aid victims of military sexual assault/trauma by providing supportive services focusing on women and children. She also spoke about a great need to provide permanent housing for victims of these crimes.

- James Hornsby, with Cultural Circle Poetry Workshops, commented on the need to boost literacy through poetry workshops in low/moderate-income areas to keep children from destructive behavior. *See attachment to these minutes, submitted to staff by Mr. Hornsby for the record.*
- Lisa Cuestas, with Casa Familiar, commented on the CDBG allocation process and funding caps. She felt that the City's 3-month cash rule (test used by staff to determine an agency's ability to implement CDBG-funded projects on a reimbursement basis) is problematic for good service providers in low/moderate-income areas.
- Item 6b – Fiscal Year 2015 CDBG Applications and Review/Scoring Criteria: Staff provided an overview of the most recent criteria used to score the applications for the Fiscal Year 2013 and Fiscal Year 2014 CDBG funding cycles. The criteria were approved by the Public Safety and Neighborhood Services Committee of the City Council in late 2011. Staff also reviewed sample criteria taken from the CDBG applications of other cities and states. There was discussion on removing the technical aspects of the application from being scored by the Board and to leave their evaluation to staff. The Board invited the public to submit their input on improvements to the application and scoring criteria.

Board members discussed ways to improve the application. Suggestions included: distributing scores to assign 75 percent of the total to project details and 25 percent to agency capacity; streamlining the process for second submittals to facilitate review; getting clearer priorities from the City Council; asking agencies to elaborate on their low/moderate-income client tracking system; leaving technical aspects of the application for staff review only; developing a way to score how agencies have met past goals; and examining agency board composition more closely. No Board consensus or action followed this discussion; for the Board's consensus regarding this and other related matters see XXXXXXXX (*reference Moore's presentation & handout to PS&NS*).

Mr. Moore asked staff about the portions of the application that are federal requirements and staff responded by citing applicable federal requirements and considerations.

The following persons commented on this item:

- Katia Rodríguez, with Community Leadership Association, commented on the need to allocate resources to City Heights to address overcrowding and affordable housing. She asked about accessibility to apply for grant funding.
- Armando Murillo, with Casa Familiar, commented on the need to allocate resources to San Ysidro, which has a large low/moderate-income community. He also commented on the CDBG Application and the need to place more emphasis on scoring a project's impact on low/moderate-income clientele and the

project's budget. Mr. Murillo recommended that a cap be placed on CDBG allocations to City and San Diego Housing Commission projects.

- Jane Gawronski, with the Ocean Beach Community Development Corporation, commented on the eligibility criteria and the need to keep the Ocean Beach community informed.
- Tara Jones, with the National Women Veterans Association, commented on the need to aid victims of military sexual assault/trauma.
- Vivian Moreno, with the Council District 8 Office, commented on the correct version of the scoring criteria presented for FY 2013 (*see handout correction attached to these minutes*).
- Next Meeting:
  - The following were discussed as potential items for the August 2013 CPAB meeting:
    - CDBG FY 2014 allocation of remaining funds (updated FY 2014 for all Action Plan programs)
    - Draft Fiscal Year 2015 Application –staff committed to bring forth a strong outline of the draft application depending on how much progress staff could complete/present by mid August
    - Draft scoring criteria based on input gathered to date
    - Summary of the needs assessment information collected by then, as well as next steps

#### **Additional Action Items**

- No action was taken due to lack of quorum.

#### **Adjournment**

- Meeting adjourned 10:37 a.m.