



THE CITY OF SAN DIEGO

CONSOLIDATED PLAN ADVISORY BOARD
NOTES FOR MEETING

WEDNESDAY APRIL 09, 2014

SAN DIEGO CIVIC CONCOURSE
NORTH TERRACE ROOMS 207-208
202 'C' STREET
SAN DIEGO, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
<ul style="list-style-type: none"> • Joyce Abrams, Council District 1 representative • Maruta Gardner, Council District 2 representative • Vicki Granowitz, Council District 3 representative • Ken Malbrough, Council District 4 representative • Valerie Brown, Council District 5 representative • Earl Wong, Council District 6 representative • Richard Thesing, Council District 7 representative • Aaron Friberg, Council District 8 representative • Nohelia Patel, Council District 9 representative 	N/A

STAFF PRESENT	ATTENDANCE SHEET
<ul style="list-style-type: none"> • Sima Thakkar, HUD Programs Manager • Eliana Barreiros, CDBG Policy Coordinator • Michele (St. Bernard) Marano, Fair Housing and Special Programs Coordinator • Leo Alarcon, CDBG Project Manager • Daichi Pantaleon, Fair Housing Project Manager 	24 people signed the attendance sheet

Call to Order

- Ms. Vicki Granowitz called the meeting to order at 9:05 a.m. with all nine Board members present. Quorum was achieved at the same time.

Approval of Minutes

- Ms. Granowitz called for the consideration of the approval of the March 2014 meeting minutes
 - Mr. Malbrough motioned to approve minutes, Mr. Thesing seconded the motion. Minutes were then approved as presented by staff, 8-0-1 (abstain).

Board Announcements

- Ms. Valerie Brown was introduced as the new Council District 5 representative by Ms. Granowitz and Ms. Brown then spoke briefly about her background.

Staff Announcements

- N/A

Non-Agenda Items Public Comments

- N/A

Agenda Items Public Comments

- Ms. Anne Bernstein asked if the City still had any pending Section 108 Loan Defeasement payments due with CDBG funds. Ms. Thakkar answered that the payments have been completed. Ms. Bernstein recommended to have a 50-50 split in the FY 2015 – FY 2019 Consolidated Plan (Con Plan) for the CDBG funds allocated for Capital Improvement Projects (CIP), with equal allocation for City and Non-Profit projects. Staff recommends a 60/40 split with 60% allocated to City CIPs and the remainder 40% allocated to CIPs carried out by non-profit organizations.
- Ms. Krista Stellmacher asked how the 40% reserved for non-profit CIPs would be allocated. Ms. Thakkar answered that it would be through a competitive process, similar to the FY15 CDBG application process.
- Ms. Erin Grassi, representing Justice Overcoming Boundaries, opposed the proposed 60/40 split and urged the Board to not endorse said split and keep the distribution of these CDBG funds at historical levels.
- Ms. Cristina Griffith, representing Serving Seniors (previously known as Senior Community Centers), asked why a split is being dictated in the Con Plan. Staff responded the Con Plan must outline a plan for the allocation of funds in accordance with HUD requirements.
- Reverend Jonathan Mitchell, representing Justice Overcoming Boundaries, opposed the 60/40 split and expressed his concern about the effects that such policy would have in the communities being served by non-profit organizations.

- Mr. John Derryberry, representing Townspeople, opposed the 60/40 split given its potential negative effect on the communities being served by non-profit organizations.
- Mr. Robert McNamara asked if the 60% CIP allocation reserved for City projects would include projects from the Housing Commission and Civic of San Diego. Ms. Thakkar answered that would depend on the nature of each project. She stated that it would be considered part of the 60% reserved for the City if they pursue a CIP project within the public right of way or within City-owned facilities.
- Mr. McNamara suggested editing the Con Plan to note that the 60/40 split would also be applied to the repayment of CDBG funds from the former City of San Diego Redevelopment Agency (currently being challenged by the State of California as an enforceable obligation of the former Agency).

Agenda Item(s) – Presentations Follow

Item 6:

FY 2015 – FY 2019 Consolidated Plan (Con Plan) and FY 2015 Action Plan: Overview of the following programs and proposed strategy for their use during FY 2015 - 2019 period and proposed programs/projects for FY 2015:

Ms. Marano introduced the item with an overview of all four programs addressed in the Con Plan including the Community Development Block Grant (CDBG), the Emergency Solutions Grants (ESG), the HOME Investment Partnership Program (HOME) and the Housing Opportunities for Persons with AIDS (HOPWA) Program. She noted the draft of the Con Plan was released for a 30-day public review and comment period on April 1. Ms. Marano also mentioned that the draft Con Plan was presented to the City Council Public Safety & Livable Neighborhoods Committee on March 19 and would be presented to the full City Council for their review and approval on April 28.

- ***Emergency Solutions Grants (ESG) Program*** Presentation by Kathi Houck, Senior Program Analyst at the San Diego Housing Commission.
 - Emergency Solutions Grant (ESG) funds may be used for outreach and engagement, shelter operations, homeless prevention, rapid re-housing, and homeless management information systems. ESG is allocated annually and the plans for the use of ESG must be included in the Con Plan. The San Diego Housing Commission administers the ESG Program on behalf of the City of San Diego. The total ESG allocation for FY 2015 is \$920,221.
 - Ms. Abrams asked how the success of the street outreach and engagement activities are measured. Ms. Houck responded that ESG funds are not currently being allocated to street outreach and engagement activities.
 - Mr. Malbrough asked whether the SD Housing Commission receives the approximately \$1.3 million from the CDBG public services set-aside funds. Ms.

Houck confirmed that the set-asides are received and added that the funds helped finance the operation of four shelters.

- Ms. Granowitz asked how the San Diego Housing Commission coordinates with other area agencies with projects related to shelter and re-housing. Ms. Houck responded that coordination is achieved through the [Regional Continuum of Care Council](#) (COC).
- **HOME Investment Partnerships Program (HOME) Presentation** by Tina Kessler, Program Analyst at the San Diego Housing Commission.
 - The HOME Investment Partnership Program provides federal funds for construction of affordable housing, acquisition and rehabilitation of affordable housing, owner-occupied housing rehabilitation, homebuyer down payment assistance and counseling, and tenant based rental assistance. The total HOME allocation for FY 2015 is \$4,386,711.
- **Housing Opportunities for Persons with AIDS (HOPWA) Presentation** by Kelly Salmons, Housing Program Analyst at the Department of Housing and Community Development of the County of San Diego.
 - HOPWA is administered by the County of San Diego Department of Housing and Community Development. The purpose of the HOPWA program is to assist local communities develop affordable housing opportunities and related supportive services for low-income person(s) living with HIV and AIDS including housing information and referral services, housing operating costs, project or tenant-based rental assistance, and supportive services, among others. Funding for FY 2014-2015 is \$2,837,753.
 - It should be noted that while the City of San Diego is the recipient of the HOPWA, funds are intended to serve the region, inclusive of San Diego County and all other jurisdictions. The City of San Diego is the recipient given it is the most populous jurisdiction within the region.
 - Ms. Granowitz asked what the percentage of HOPWA funding was spent within the City of San Diego. Ms. Salmons responded that she did not have the information with her but that she would forward it to City staff – *information is included in attached Addenda*.
 - Mr. Malbrough stated that the County should allocate some of its own funding to a needle exchange program. Ms. Salmons said she would pass along said request to her superiors.
 - Mr. Thesing asked how much of the regional housing need is being addressed through the use of HOPWA funds. Specifically, he asked what the backlog for Section 8 housing was. Ms. Salmons responded that given the demand for the

Section 8 program relative to the supply, there is currently a 7-8 years wait. She also stated that 81 housing vouchers are funded with HOPWA funds.

- Mr. Thesing asked how many vouchers were actually needed to fill the need. Ms. Salmons responded that she did not have the information with her but that she would forward it to City staff – *information is included in attached Addenda.*
- Community Development Block Grant (CDBG) Program Update by Vicky Joes, Consultant at LeSar Development Consultants.
 - Ms. Joes focused on the proposed allocation of the CDBG funds for the Con Plan.
 - Ms. Granowitz added that recommendations were to change the process from application based to a more strategic budget priority.
 - Ms. Thakkar stated that the policy direction is in line with the Mayor’s priorities and the Council’s priorities in terms of critical neighborhood improvements.
 - Ms. Abrams noted the general lack of grant funding available to non-profit organizations.
 - Ms. Brown asked about how the process would work when non-profit agencies using City owned buildings applied for CIP funding for said facilities. Ms. Thakkar stated that the process has yet to be fully outlined. Ms. Thakkar noted that she envisioned that in the future such improvements would be competing for a portion of the City’s CDBG CIP budget.
 - Ms. Patel also noted the lack of available grant funding for non-profits.
 - **Ms. Patel inquired about what funding sources the City has at its disposal to pay for public improvement capital projects. Staff noted a few sources and stated further information would be provided in response – *said information is included in attached Addenda.***
 - Mr. Friberg asked if there is a certain focus on CIP projects within the City. Ms. Thakkar added that sidewalks are a current goal for improvements within the City.
 - Mr. Thesing noted the importance of funding public safety and public infrastructure improvements.
- After further discussion by Board members, Mr. Thesing motioned to have the following action approved:

“Forward the FY 2015-2019 Consolidated Plan and the FY 2015 Action Plan to the City Council for their consideration with a recommendation from the Board to approve.”

The motion was seconded by Mr. Malbrough. The motion failed 4-5-0.

- After further discussion by Board members, Mr. Friberg motioned to have the following action approved:

“Forward the FY 2015-2019 Consolidated Plan and the FY 2015 Action Plan to the City Council for their consideration with the exception that within the CIP allocation have no requirement be used for City projects and the process remain application based driven.”

The motion was seconded by Ms. Abrams. The motion failed 4-5.

- Ms. Brown suggested having the original motion recalled. Mr. Thesing motioned to have to have the following action approved:

“Forward the FY 2015-2019 Consolidated Plan and the FY 2015 Action Plan to the City Council for their consideration with a recommendation from the Board to approve.”

The motion was seconded by Mr. Malbrough. The motion passed 5-4.”

Adjournment

- Meeting adjourned at 11:34 am.



THE CITY OF SAN DIEGO

CONSOLIDATED PLAN ADVISORY BOARD

May 9, 2014 ADDENDA

STAFF FOLLOW UP FROM THE APRIL 09, 2014 CPAB MEETING

I. Housing Opportunities for Persons with AIDS Program (HOPWA) - 2013-2014 Services Providers and Location of Facilities:

Being Alive San Diego – Information and Referral Program

Project Address Zip Code: 92103

Service provides funding for a Housing Information and Referral Services program that provides information regarding available and affordable housing that meets the needs of people with special needs, housing options for those living with HIV/AIDS with co-occurring disorders, vacancies, application procedures and contact information for housing providers and comprehensive housing plans for persons living with HIV/AIDS to maintain housing, prevent homelessness and return unsheltered persons living with HIV/AIDS to suitable housing

Being Alive San Diego – Helping Hands Moving Services Program,

Project Zip Code: 92103

Service provides funding for a moving services program. Services range from completely moving a participant to a new location to providing materials required to move, such as boxes and packing tape

Community HousingWorks – Residential Services Coordinator

Project Zip Code: 92057

Service provides funding for a residential services coordinator to assist residents of 14 units at Marisol and Old Grove apartments maintain stable housing. The residential service coordinator acts as a liaison between residents, case management, and property management to address any issues that may threaten the residents' housing stability

County of San Diego Health and Human Services Agency – Case Management Program

Project Zip Code: 92110

Service provides funding for a Case Management Program sponsored by the County of San Diego Health and Human Services Agency – HIV, STD, and Hepatitis Branch. The program provides intensive case management and supportive services to 100 persons who are homeless and agree to work on substance abuse issues

County of San Diego Housing and Community Development Department – Tenant-Based Rental Assistance Program

Project Zip Code: 92123

Service provides funding for a HOPWA tenant-based rental assistant program, which provides rent subsidies/vouchers for up to 80 consumers

Fraternity House, Inc. – Michaele House

Project Zip Code: 92084

Service provides funding for twelve beds at Fraternity House, a Licensed Residential Care Home, for residents who 24-hour comprehensive need care.

Fraternity House, Inc. – Fraternity House

Project Zip Code: 92029

Service provides funding for eight beds at Fraternity House, a Licensed Residential Care Home, for consumers who need 24-hour comprehensive care

Mama’s Kitchen, Inc. – HOPWA Nutrition

Project Project Zip Code: 92105

Service provides funding for a HOPWA Nutrition Project that provides home-delivered meals to 190 persons who are HIV symptomatic or living with AIDS and who are not eligible to receive meals under any other program

South Bay Community Services – Residential Services Coordinator

Project Zip Code: 92173

Service provides funding for a residential services coordinator to assist residents of 12 housing units at La Posada Apartments in maintaining stable housing. The residential service coordinator acts as a liaison between residents, case management, and property management to address any issues that may threaten the residents’ housing stability

Stepping Stone of San Diego, Inc. – Central Avenue Sober Living Transitional Housing

Project Zip Code: 92105

Stepping Stone of San Diego provides 14 beds through its Central Avenue Residential Recovery Group Program. Services include group facilitation, individual one-on-ones, staff supervision, and crisis intervention

Stepping Stone of San Diego, Inc. – Enya House

Project Zip Code: 92103 & 92115

Service provides funding for 17 beds in a transitional housing program for consumers who have 60 days of continuous sobriety and recovering substance abusers and recovering substance abusers who have mental illness

St. Vincent de Paul Village, Inc. – Josue Homes I, II, III, IV, & V

Project Zip Code: 92101, 92115 & 92120

Service provides funding for operations for a total of 44 beds in a transitional housing program for consumers who are ambulatory and self-sufficient and for recovering substance abusers and recovering substance abusers who have mental illness

Townspeople – Emergency Housing

Project Zip Code: 92103

Service provides funding for emergency housing in the form of hotel/motel vouchers to assist 18 persons for up to 21 days

Townspeople – Housing Operations

Project Zip Code: 92104, 92115 & 92116

Service provides funding for housing operations of four permanent housing units at Wilson Avenue Apartments, three permanent units at 51st Street Apartments and five permanent housing units at 34th Street

II. Mr. Thesing asked how many **HOPWA** tenant-based rental assistance (**TBRA**) **program** vouchers are needed to fill the need.

There are currently 3,807 families/individuals on the list and the wait is approximately 5-7 years.

III. Ms. Patel asked what the funding sources used to pay for City of San Diego CIP projects.

The City of San Diego Capital Improvements Program (CIP) uses a variety of funding sources to support projects. This section outlines some of the more common funding sources used in the CIP. For further fund information, review [the Annual CIP Budget](#).

- [Bond Financing](#)
- [Capital Outlay](#)
- [Development Impact Fees](#)
- [Donations and Developer Funding](#)
- [Enterprise Funds](#)
- [Facilities Benefits Assets](#)
- [General Fund](#)
- [Grants](#)
- [Maintenance Assessment Districts](#)

- [Mission Bay and Regional Park Improvement Funds](#)
- [TransNet Funds](#)
- [Unidentified Funding](#)

Bond Financing

Bond financing is a long-term borrowing tool used to meet the City's cash flow needs and to provide funds for capital projects. The City Council has approved financing agreements to provide funding for deferred capital projects throughout the City. The list of deferred capital projects includes improvements to City streets, buildings, and storm drains.

Capital Outlay

Capital Outlay Funds are used exclusively for the acquisition, construction, and completion of permanent public improvements or real property; replacement or reconstruction of public facilities; and other improvements of a permanent character.

Development Impact Fees (DIF)

Development impact fees are collected to mitigate the impact of new development in urbanized communities that are near build-out. The amount of the DIF is based on a portion of the financing needed for identified public facilities. Property being developed is assessed the fee(s) at the time the building permit is issued.

Donations and Developer Funding

Projects may be funded by contributions and/or donations from private sources, such as residents, developers, private organizations, and businesses. Contributions by developers and vendors may be reimbursed by City funds in future years.

Enterprise Funds

Enterprise Funds account for specific services that are funded directly by fees and charges to users. These include the services provided by [Public Utilities](#), [Environmental Services](#), [Airports](#) and [Golf Courses](#). These funds are intended to be fully self-supporting and are not typically subsidized by any general revenue or taxes. Within each Enterprise Fund, budgets are developed which are sufficient to fund current year operations and maintenance expenses, as well as provide for current and future years' upgrade, replacement, and expansion-related capital construction requirements.

Facilities Benefit Assessments (FBA)

Facilities Benefit Assessments (FBA) provide 100 percent of funding for public facilities projects that service a designated area of benefit and are identified in the public facilities financing plan. The dollar amount of the assessment is based upon the cost of each public facility equitably distributed over a designated area of benefit in the community planning area. Assessments are recorded as

liens with the [County of San Diego Assessor's Office](#). Property being developed is assessed at the time the building permit is issued. The amount of the assessment is determined by the type and size of the development.

General Fund

Some allocations to the CIP budget are allocated from the operating budget of General Fund departments.

Grants

Some projects are entirely or partially funded by grants and reimbursements from the state and federal government and other agencies. The receipts of certain grants and reimbursements typically follow the award of contracts.

Internal Service Funds

Internal Service Funds are established for the financing of goods or services provided by one City department to another City department on a cost-reimbursement basis. Examples of Internal Service Funds used in the CIP budget are the [Energy Conservation Program](#) Fund and the Fleet Services Internal Service Fund, managed by [General Services](#).

Maintenance Assessment Districts (MADs)

Maintenance Assessment Districts are established by the City of San Diego as a means of providing property owners with the opportunity to self-assess to pay for enhanced improvements, maintenance, services and activities. Certain projects requested by the district may be capital in nature and are funded by the specific MAD. MAD budgets are developed with sufficient funding for current year maintenance and capital projects.

Mission Bay and Regional Park Improvements Funds

Mission Bay rents and concessions revenue is allocated to the Mission Bay and Regional Park Improvements Funds. The funds in the Mission Bay Improvements Fund may only be expended in Mission Bay Park for permanent capital improvements and capital deferred maintenance of existing facilities, as well as to improve environmental conditions consistent with the [Mission Bay Park Master Plan](#) (PDF).

Special Revenue Funds

Special Revenue Funds account for revenue received for specifically identified purposes. Examples of Special Revenue Funds used in the CIP budget are the Concourse and Parking Garages Operating, Environmental Growth, Fire/Emergency Medical Services Transport and [QUALCOMM Stadium](#) Funds.

TransNet Funds

TransNet, a one-half cent local sales tax, is used for traffic congestion relief and transportation improvements. In addition to roadway enhancements, TransNet Funds are utilized for bikeway and pedestrian projects. TransNet includes a Maintenance of Effort provision to guarantee that the City spends a certain amount of discretionary funds on the maintenance and improvement of the public right-of-way. The City utilizes TransNet cash for projects as much as possible in an attempt to minimize the issuance of bonds due to added costs of debt service.

TransNet Commercial Paper is a borrowing tool that can be used to raise cash needed to cover cash-flow deficits and is generally viewed as a lower-cost alternative to bank loans. In an attempt to further minimize debt service costs, the issuance of TransNet Commercial Paper may be utilized when feasible.

Utilities Undergrounding Program Fund

This fund provides for the undergrounding of City utilities. [San Diego Gas & Electric \(SDG&E\)](#) includes a surcharge for the undergrounding of utilities on electric bills. This amount is deposited with the City to be used solely for the undergrounding of electrical lines and associated activities.