Economic Development

Community Development

CONSOLIDATED PLAN ADVISORY BOARD (CPAB) MINUTES

Wednesday, Sept. 9, 2026

1200 3rd Avenue, 14th Floor, San Diego, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
• Nick Gulino, Council District 7 • Kaye Hobson, Council District 3 • Dr. LaWana Richmond, Council District 4 • Lauren Garces, Council District 5 • Pida Kongphouthone, Council District 6 • Victoria Barba, Council District 8	• Judith Eisenberg, Council District 1 • VACANT, Council District 2 • VACANT, Council District 9

STAFF PRESENT	ATTENDANCE
• Christie Marcella, Deputy Director • Michele Marano, Assistant Deputy Director • Amber Joy Weber, Program Manager • Angela Nazareno-Clark, HUD Program Manager • Melissa Villalpando, Community Development Coordinator • Nadine Hassoun, Community Development Specialist • Nancy Luevano, Community Development Project Manager • Kristian Castro, Community Development Project Manager • Brilly Corea Gonzalez, Community Development Project Manager • Arden Martinez, Community Development Project Manager	*12 members of the public joined the meeting.*

DRAFT

AGENDA

Item 1: Call to Order

Chair Gulino called the meeting to order at 10:05 a.m.

Item 2: Roll Call

Members present: Garces, Barba, Richmond, Kongphouthone, Hobson and Chair Gulino. A quorum was confirmed.

Chair Gulino participated remotely under the Brown Act's "just cause" provision and made the required disclosure for remote participation.

Board Member Announcements: Chair Gulino introduced Kaye Hobson as the new CPAB member representing District 3. Board members and staff welcomed Hobson.

Staff Announcements:
Nancy Luevano introduced Brilly Corea Gonzalez, Community Development Specialist II, as the newest addition to the team. Gonzalez will be working as a Community Development Project Manager. Board members welcomed Gonzalez to the meeting.

Luevano provided the following EDD announcements:

a. **Draft FY26 CAPER available for Public Comment**

Luevano announced that the City of San Diego's Draft FY 2026 Consolidated Annual Performance and Evaluation Report (CAPER) would be available for public review and comment from Aug. 31 through Sept. 15, 2026. The CAPER summarizes the City's progress toward its housing and community development goals, including the use of federal funds and outcomes achieved during the program year.

Community members were invited to submit comments by 5 p.m. on Sept. 15, 2026. The draft report was made available online at sandiego.gov/cdbg and in print at select City libraries, including Central, Valencia Park/Malcolm X, Otay Mesa-Nestor, Logan Heights, Linda Vista and City Heights/Weingart. Comments could also be submitted by email to cdbg@sandiego.gov.

b. **Community Development Block Grant Notice of Funding Availability (NOFA)**

Request for Qualifications (RFQ): Applicants must first complete an eligibility process and provide required supporting documentation. The deadline to submit an RFQ is Nov. 6, 2026, at 5:00 p.m. Applicants were invited to attend the virtual RFQ Workshop and ED Grants Overview on Oct. 8, 2026, at 10:00 a.m.

Request for Proposals (RFP): Applicants determined to be qualified through the RFQ process will be invited to submit an RFP and select an applicable RFP category. The deadline to submit an RFP is Jan. 15, 2027, at 5:00 p.m.

c. **The Capacity Building Grant**

Luevano announced that the City's Capacity Building Grant provides funding to eligible nonprofit organizations for projects that support small businesses, commercial corridors and neighborhoods in under-resourced communities throughout the City of San Diego.

Up to $15,000 is available through a competitive application process for projects serving communities within the City of San Diego. The FY 2027 grant period concludes June 30, 2027. Applications were due Sept. 15, 2026.

Luevano encouraged interested organizations to review the program's eligibility requirements and application materials. Additional information is available on the City's Capacity Building Grant webpage: https://www.sandiego.gov/capacity-building-grant.

Item 3: Approval of August 12, 2026 Meeting Minutes

Member Barba moved to approve the August 12, 2026 meeting minutes. Member Richmond seconded the motion.

The motion received four votes in favor and two abstentions. Because the motion did not receive the required majority vote, the August 12, 2026, meeting minutes were not approved and are retained as a record of the meeting.

Item 4: Non-Agenda Public Comment

No public comments were received.

Item 5: Discussion: Presentation from the San Diego Housing Commission (SDHC)

Representatives from the San Diego Housing Commission (SDHC) provided an overview of HOME/ESG programs and the Notice of Funding Availability (NOFA) process. Presenters included Liliana Caracoza, Senior Program Analyst, SDHC and Michelle Muniz, Director, Multifamily Underwriting, Real Estate Division. Additional SDHC staff joined the meeting virtually.

a. Chair Gulino asked for clarification on the San Diego Housing Commission's NOFA funding
Process, including which funding sources are included in the NOFA, particularly CDBG, HOME, and ESG funds, and whether CDBG funds are included in the NOFA or allocated separately.

SDHC Staff Response: Caracoza explained that the NOFA may include CDBG funds, depending on the availability of the funds for the fiscal year. HOME funds are included annually.

b. Chair Gulino asked how carryover HOME funds and program income from developer loan repayments are managed, allocated, and made available for future projects, and how much HOME and Affordable Housing funding is available for the FY2027 NOFA.

SDHC Staff Response: Christelle Van Der Windt, Vice President of Financial Operations, explained that loans to developers generate program income, which is reported to HUD and the City of San Diego and becomes available for future allocations. Van Der Windt noted that for FY 2027, approximately $9 million in HOME funds and $13 million in Affordable Housing funds are allocated, for a total of approximately $22 million available for the NOFA.

SDHC Staff Response: Mathew Higgins, Principal Financial Reporting Analyst, explained that carryover HOME funds are held in reserve for ongoing projects and are released as projects confirm the different stages of development. The funds are Board-approved and designated to remain available for the proposed 12-month project, with HOME funds drawn down from HUD as project milestones are reached. Higgins also explained that loan repayments and program income are accumulated and reallocated through the budget process, with these funds reported to HUD through IDIS.

c. Chair Gulino asked about the estimated total amount of funding available through the FY2027 NOFA and the approximate portion attributable to HOME funds.

SDHC Staff Response: Caracoza clarified that 48 HOME-assisted units were completed in 2025, while the total number of affordable units was 333. She explained that not all affordable units are HOME-assisted units, as HOME funding represents only a portion of a larger development. For example, a project with 1,000 units may have only 10 units supported by HOME funds.

d. Member Garces asked about the first-time Homebuyer Program and the outcomes of assistance provided through the program.

SDHC Staff Response: Carrie Tapia, Housing Program Manager, reported that in FY25, 24 homebuyers received assistance (just under $3 million), and in FY26, 27 homebuyers will receive approximately $2.5 million in assistance. For FY27, it is anticipated to help 10 homebuyers with $10 million in funding. Tapia clarified that demand exceeds available funding.

SDHC Staff Response: Collin Miller, Senior Vice President of Real Estate, reported that no vouchers will be available in the current NOFA round.

e. Chair Gulino asked about the NOFA panel review process, including how staff are selected to review and score applications and whether a formal policy governs that selection, the transparency of the scoring process, and whether applicants can access their scores.

SDHC Staff Response: Caracoza explained that the scoring rubric is used to evaluate the applications. Staff members are selected by their areas of expertise to review and score the applications.

SDHC Staff Response: Collin Miller, Senior Vice President of Real Estate, shared

that developers could review their scores and receive feedback; however, scores for all applicants are not published unless requested through a public records request. Miller explained that NOFA staff reviewers are selected based on expertise, primarily from the real estate and compliance departments. There is no formal policy governing review selection, and due to staff reductions, roles remain flexible and based on staff expertise. Miller described the process as transparent.

f. Chair Gulino asked for clarification on CPAB's proposed role in the NOFA process.

SDHC Staff Response: Miller shared that CPAB Board members are invited to participate in pre-NOFA stakeholder sessions and information sessions. Following Board approval, CPAB members will receive summaries of the awarded projects. SDHC welcomes CPAB participation and will notify the Board of upcoming stakeholder meeting dates. The next meeting is scheduled for October 14, 2026.

Item 6: Discussion: FY2026 Draft Consolidated Annual Performance Evaluation Report (CAPER)

Hassoun and Martinez presented the FY2026 CAPER.

a. CPAB member LaWana Richmond, Council District 4 representative, noted a typo on Slide 14 of the presentation. Richmond noted an error in the percentage under the Progress to Date column in "Goal 4: Assist with Stable Housing (Homelessness)." The Rapid Rehousing outcome progress to date should be 63%.

Staff Response: Hassoun noted the error and shared that it will be updated in the presentation.

b. Chair Nick Gulino, Council District 7 representative, asked about Slide 7 of the presentation, "Goal 1: Affordable Housing." Gulino inquired about housing construction timelines and inclusion of HOME units in the FY2025-2029 Consolidated Plan.

SDHC Staff Response: Caracoza confirmed that the 325 rental units were HOME-assisted.

c. Chair Gulino asked whether the construction of 325 rental units identified in the Consolidated Plan is expected to be achieved, noting that 48 HOME units have been completed to date and 119 units are currently in the pipeline, for a total of 167 units.

SDHC Staff Response: Caracoza explained that the goal established in the Consolidated Plan represented a forecast potentially for HOME-assisted units. Caracoza noted that units are currently under construction and are expected to create more than 700 affordable units.

Staff Response: Christie Marcella, Deputy Director of Economic Development, stated that she would estimate the number of CDBG-funded units in the City's Bridge to Home program and present the information to the Board at its next meeting.

d. Member Richmond asked about the time lag between the construction timeline for HOME projects and the Consolidated Plan, and whether projects should be front-loaded toward the beginning rather than the end of the five-year plan.

   SDHC Staff Response: Caracoza explained that when HOME funds are awarded, a project plan is already in place; however, construction does not begin immediately, resulting in a lag between the award of funds and the start of the project.

   SDHC Staff Response: Michelle Muniz, Director of the Real Estate Division at SDHC, clarified that most projects include HOME funds and therefore are not specifically front-loaded or back-loaded with the five-year Consolidated plan.

   SDHC Staff Response: Holly Nelson, Director of Homelessness and Housing Stability Initiatives at SDHC, noted that additional projects are expected to be completed for FY26. Three projects have not been accounted for because they have not been closed out in IDIS, and two additional projects are expected to close at the end of the year and are not yet included. Nelson clarified that the projects are not concentrated at either the beginning or end of the plan because HOME funds are incorporated throughout the projects.

No public comments for the FY2026 Draft Consolidated Annual Performance Evaluation Report (CAPER) were submitted.

Item 7: Action: CPAB Onboarding Materials

a. Chair Gulino presented the proposed CPAB onboarding presentation and suggested incorporating it into a formal onboarding process to help institutionalize the information and ensure it is consistently provided to new members.
b. Member Garces noted that Slide 5 stated that CPAB had nine members and suggested clarifying that not all Council District seats are necessarily represented at all times. Regarding Slide 19, Garces suggested removing the years because the process is ongoing. Garces also thanked Chair Gulino for his work on the presentation.
c. Member Richmond suggested changing the font and removing the bold font on slide 5 to improve readability.

Member Richmond moved to approve as amended. Member Garces seconded the motion. The motion passed (6-0) with Gulino, Garces, Barba, Richmond, Kongphouthone, and Hobson voting in favor.

Item 8: Action: Chair and Vice Chair Election

a. Chair Gulino reviewed the Chair and Vice Chair Roles and Responsibilities.
b. Member Garces moved to re-elect Gulino as Chair. Member Barba seconded the motion. The motion passed (6-0) with Gulino, Garces, Barba, Kongphouthone, Hobson, and Richmond voting in favor.
c. Member Garces nominated Member Richmond as Vice Chair. Member Kongphouthone seconded the motion. The motion passed unanimously, with Gulino, Garces, Barba, Kongphouthone, Hobson and Richmond voting in favor.

Item 9: Other Items

a. Chair Gulino discussed that the November and December meetings are expected to be adjourned due to the holidays. Gulino confirmed with the Board that the meetings would be adjourned and noted that calendar holds would be adjusted accordingly.

Meeting Adjourned at 11:45 a.m.

NEXT SCHEDULED MEETING: Oct. 14, 2026



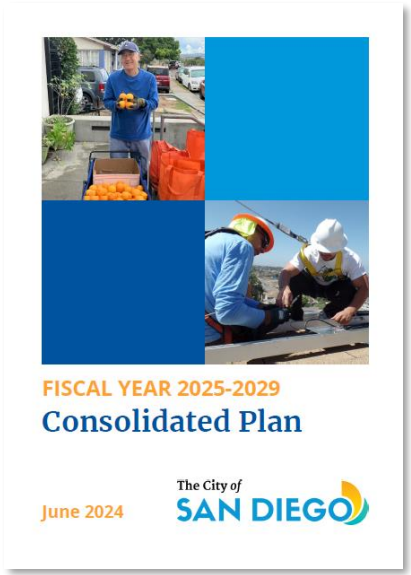
Draft Fiscal Year 2026 Consolidated Annual Performance and Evaluation Report (CAPER)

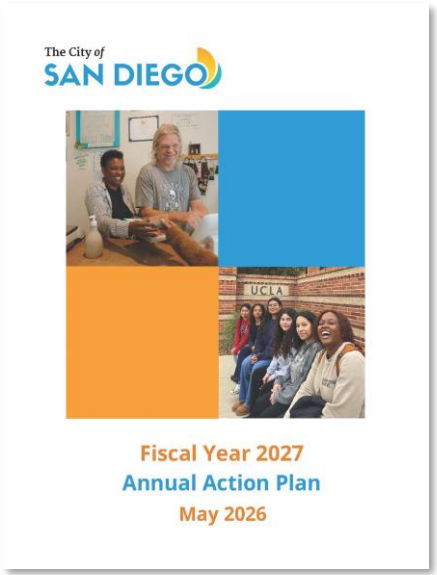
Consolidated Plan Advisory Board

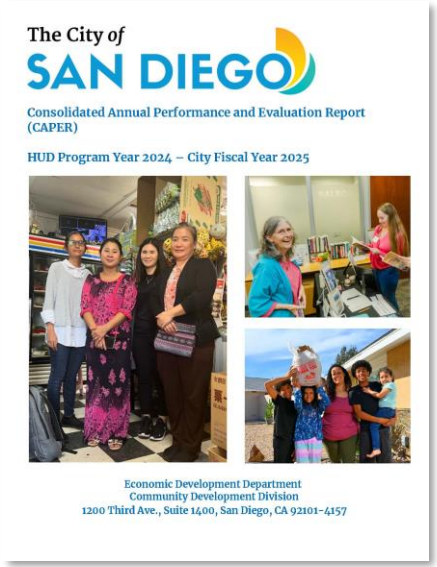
SD Economic Development

Item 6
September 2026

FY2026 CAPER | Introduction





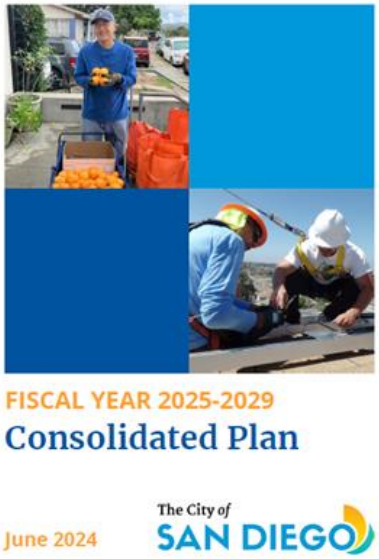


SAY → **DO** → **SHOW**

The City of SAN DIEGO

Consolidated Plan Goals

1. Affordable Housing
2. Small Businesses and Entrepreneurship
3. Public Facilities and Critical Infrastructure
4. Assist with Stable Housing (Homelessness)
5. Community Services



FY2026 Partnerships

San Diego Housing Commission



SDHC

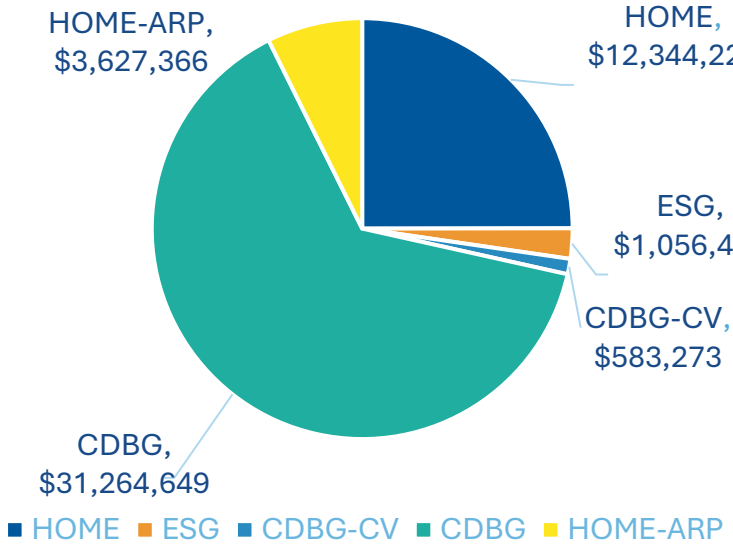
County of San Diego

HOPWA
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS
U.S. Department of Housing and Urban Development

THE NOBLEST MOTIVE IS THE PUBLIC GOOD
COUNTY OF SAN DIEGO
MDCCCLI

FY2026 Activities (to-date)

Expenditures



Outcomes

63,867
People Served

386
Households Served

363
Businesses Assisted

1
Nonprofit Facilities

7
Public Facilities

The City of SAN DIEGO

Goal 1: Affordable Housing



Paul Downey Senior Residence

- HOME Funds: $1,800,000
- 11 HOME units in a 78-apartment community
- Council District 2

The City of SAN DIEGO

Goal 1: Affordable Housing

5-Year Consolidated Plan Goal	FY2026 Draft Outcomes	Progress To-Date (Year 1 & 2)
Rental Units Constructed: 325 households	33 households	48 households – 15%
Homebuyers Assisted with Direct Financial Assistance: 30 households	27 households	51 households – 170%
Rental Housing Rehabilitated: 78 households	300 households	300 households - 385%

The City of SAN DIEGO

Goal 2: Small Businesses and Local Entrepreneurs



Mission Edge
Impact Lab Program

The City of SAN DIEGO

Goal 2: Small Businesses and Local Entrepreneurs



City Heights CDC
Micro-Enterprise Success Program



International Rescue Committee
LEAP Project

The City of SAN DIEGO

Goal 2: Small Businesses and Local Entrepreneurs

5-Year Consolidated Plan Goal	FY2026 Draft Outcomes	Progress To-Date (Year 1 & 2)
1,765 Businesses	363 Businesses	716 Businesses – 40.6%
3,215 Persons	393 Persons	1,028 Persons – 31.9%

Goal 3: Public Facilities and Critical Infrastructure



Coral Gate Neighborhood Park

Goal 3: Public Facilities and Critical Infrastructure

5-Year Consolidated Plan Goal	FY2026 Draft Outcomes	Progress To-Date (Year 1 & 2)
45 facilities	8 facilities	16 facilities – 35.6%
37,000 individuals	55,073 individuals	70,029 individuals – 189%

Goal 4: Assist with Stable Housing (Homelessness)



Family Shelter Program

The City of SAN DIEGO

Goal 4: Assist with Stable Housing (Homelessness)

5-Year Consolidated Plan Goal	FY2026 Draft Outcomes	Progress To-Date (Year 1 & 2)
Rapid Rehousing: 100 households	26 households	63 households - 37%
Overnight Shelter: 7,616 individuals	453 individuals	1,659 individuals - 16%
Support Services: 7,032 individuals	84 individuals	6,534 individuals - 92%

Goal 5: Community Services



Chicano Federation of San Diego
Community Resources Center



Rise Up Industries
Reentry Program

The City of SAN DIEGO

Goal 5: Community Services



Junior Achievement of San Diego
Youth Employment Program

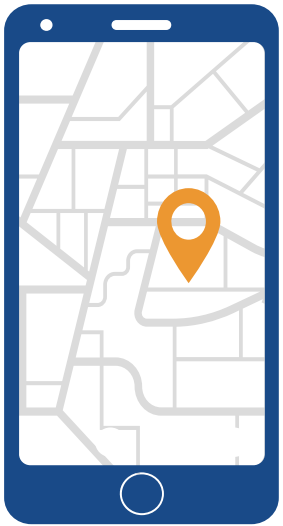
Goal 5: Community Services

5-Year Consolidated Plan Goal	FY2026 Draft Outcomes	Progress To-Date (Year 1 & 2)
24,815 individuals	7,864 individuals	17,678 individuals – 71.3%

Compliance and Administration

Monitoring and Performance Management	• 435 program desk audits • 415 fiscal desk audits • 36 monitoring reviews
Nonprofit Organization Capacity Building	• 41 onsite visits for construction projects to assist with pre-bid, pre-construction, worker interviews • 71 one-on-one technical assistance meetings during the annual NOFA process
Fair Housing	• Fair Housing Hotline: 1-844-449-3500 • 2,724 fair housing inquiries received • 264 unduplicated investigations • 1,481 virtual workshops/training sessions; attendees

Next Steps



Public Comment Period

15-day public comment period
August 31 to September 15

Public Meetings

ED&IR – September 2, 2026
Consolidated Plan Advisory Board – September 9, 2026
City Council – September 22, 2026

CAPER Submission Deadline

September 28, 2026

Supplemental Materials Online

www.sandiego.gov/cdbg/general/plansreports

The City of SAN DIEGO



Questions?