



## **CONSOLIDATED PLAN ADVISORY BOARD (CPAB) AGENDA**

**WEDNESDAY, JANUARY 10, 2018**

**9:00 A.M. – 10:30 A.M.**

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

- 1. Call to Order**
- 2. Acceptance/Filing of CPAB Meeting Minutes: November 08, 2017**
- 3. Staff Announcements**
- 4. Board Member Announcements**
- 5. Non-Agenda Public Comment**  
Non-agenda public comment may be made on any subject pertaining to the CPAB. Speakers will be allotted three (3) minutes each. *Public comments pertaining to agenda items below are taken during the discussion of said items.*
- 6. Discussion Items:**
  - a. Fiscal Year (FY) 2019 CPAB Review Panel Handbook**  
Staff will provide an overview of the Review Panel Handbook the CPAB can use to assist in the evaluation of the CDBG Request For Proposals (RFP).
  - b. FY 2019 CPAB Scoring Ad Hoc Committees**  
Staff will discuss the opportunity for the CPAB to meet in separate Ad-Hoc committees to answer questions about the RFPs.
- 7. Adjournment**  
Unfinished business shall be tabled and placed on the agenda of the following meeting.

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**THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.**

To request an alternative format, or to request a sign language or oral interpreter for the meeting, please contact the Meeting Coordinator in the Economic Development Department at least five (5) working days before the meeting at (619) 236-6700 to ensure availability. Assistive Listening Devices (ALDs) are available for the meeting upon request.

### Tentative Future Meeting Dates/Times

*Subject to change. Check CDBG website at <http://www.sandiego.gov/cdbg/cpab/index.shtml> for latest information, locations, and special meetings.*

- Wednesday, February 14, 2018, at 9:00 a.m.
- Wednesday, March 14, 2018, at 9:00 a.m.
- Wednesday, April 11, 2018, at 9:00 a.m.
- Wednesday, May 09, 2018, at 9:00 a.m.
- Wednesday, June 13, 2018, at 9:00 a.m.
- **Thursday, July 12, 2018, at 9:00 a.m. \*\*\***
- Wednesday, August 08, 2018, at 9:00 a.m.
- Wednesday, September 12, 2018, at 9:00 a.m.
- Wednesday, October 10, 2018, at 9:00 a.m.
- Wednesday, November 14, 2018, at 9:00 a.m.
- Wednesday, December 12, 2018, at 9:00 a.m.

*\*\*\*Please note Thursday meeting day*

**CONSOLIDATED PLAN ADVISORY BOARD (CPAB)  
MINUTES**

WEDNESDAY, NOVEMBER 8, 2017

SAN DIEGO CIVIC CONCOURSE – NORTH TERRACE ROOMS 207–208  
202 ‘C’ STREET, SAN DIEGO, CA 92101

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>
<ul style="list-style-type: none"> <li>• Joe LaCava, Council District 1</li> <li>• Vicki Granowitz, Council District 3</li> <li>• Sara Berns, Council District 2</li> <li>• Ken Malbrough, Council District 4</li> <li>• Richard Thesing, Council District 7</li> <li>• Claudia Dunaway, Council District 8</li> <li>• Peter Dennehy, Council District 9</li> </ul>	<ul style="list-style-type: none"> <li>• Gary Wong, Council District 6</li> <li>• VACANT, Council District 5</li> </ul>

<b>STAFF PRESENT</b>	<b>ATTENDANCE SHEET</b>
<ul style="list-style-type: none"> <li>• Stephen Maduli-Williams, Program Manager, Community Development</li> <li>• Michele Marano, Community Development Coordinator</li> <li>• Krissy Maier, Community Development Coordinator</li> <li>• Leonardo Alarcon, Community Development Specialist</li> <li>• Ulysses Panganiban, Community Development Specialist</li> <li>• Michelle Harati, Community Development Project Manager</li> </ul>	<p>14 people signed the attendance sheet</p>

**Call to Order**

Ms. Vicki Granowitz called the meeting to order at 9:03 a.m. with seven board members present. A quorum was achieved at the same time.

**Approval of Minutes**

Ms. Granowitz called for a motion to approve the October 11, 2017, meeting minutes. Mr. Joe LaCava moved to approve the minutes. Mr. Richard Thesing seconded the motion. The minutes were then approved 7-0.

**Board Announcements**

N/A

## Staff Announcements

- Mr. Ulysses Panganiban introduced Atilano Moran as the newest staff member to the City's Economic Development Department who will support in managing the subrecipient projects.
- Ms. Michele Marano stated that the Regional Task Force on the Homeless is now accepting volunteer registration for the WeAllCount survey. You can learn more about the WeAllCount campaign [here](#).
- Ms. Marano explained that she had spoken with the Mayor's office on the reappointment and appointment of the CPAB members. The timing of which will likely occur during the first quarter of next year.

## Non-Agenda Public Comment

N/A

## Agenda Item(s)

### Action Item 6a:

#### **Palm Avenue Transitional Housing Project**

CPAB was asked to make a recommendation on the proposed allocation of CDBG funds for rehabilitation of 1788 Palm Avenue (existing Super 8 motel) for the SMART Program Expansion. Mr. Steven Shinn of Gensler Architects presented details on the proposed design and architectural plans for the site. Ms. Lara Easton, Deputy Chief City Attorney, provided background information on the SMART Program. Ms. Krissy Maier, Community Development Coordinator, explained that the proposed CDBG allocation would be utilized as a Capital Improvement Project for facility upgrades and requested the CPAB to recommend \$4.5 million in CDBG funds be allocated for the rehabilitation. *Please see attached presentation for more information.*

Ms. Granowitz called for a motion to approve the request for the CPAB to recommend \$4.5 million in CDBG funds be allocated for the rehabilitation of 1788 Palm Avenue for the Palm Avenue Transitional Housing Project for the SMART Program.

Mr. Thesing made the motion, which was seconded by Ms. Vicki Granowitz. The motion was approved 6-1 (Joe LaCava).

### Discussion Items 7:

#### **a. Brown Act Review**

Delmar Williams, Deputy City Attorney for the City of San Diego, provided an overview on the Brown Act for the CPAB members and public in attendance. *Please see attached presentation for more information.*

**b. CDBG Subrecipient Performance Report Card**

Mr. Leonardo Alarcon, Community Development Specialist provided an overview of the CDBG subrecipient performance report card and its integration into the Fiscal Year 2019 CDBG proposal scoring process. Mr. Alarcon explained that staff are in the process of finalizing performance report cards on Fiscal Year 2017 projects and will be making these available once they are completed. *Please see attached presentation for more information.*

**c. Fiscal Year (FY) 2019 Request for Qualifications (RFQ) Review**

Ms. Michele Marano, Community Development Coordinator, provided an update on FY 2019 Request for Qualifications (RFQ) submittals. Ms. Marano stated that the City had received 76 RFQs with 70 applications to the standard track and 6 applications to the Small and Emerging Nonprofits track. *Please see attached presentation for more information.*

Adjournment
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- Meeting adjourned at 10:42 a.m.

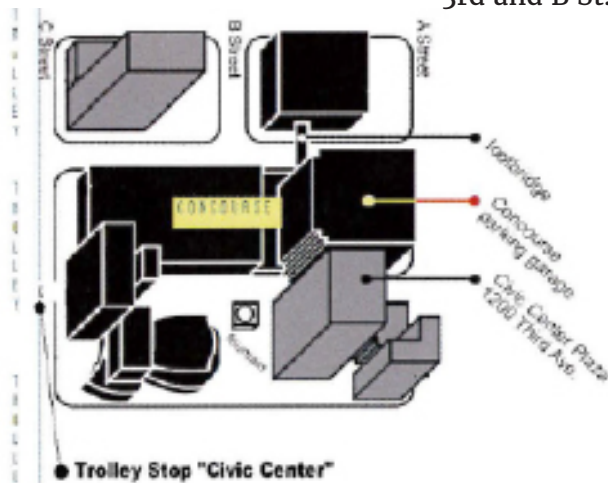
202 C Street MS57C, San Diego Ca. 92101 I 619-236-7029 I 619-236-7016

**Driving Directions to the San Diego Concourse**

<p><b>South on Interstate 5</b></p> <ul style="list-style-type: none"> <li>-5 South to Front St./Civic Center off ramp</li> <li>-Take left fork on off ramp to 2nd Ave.</li> <li>-Turn right onto 2nd Ave.</li> <li>-Travel 3 blocks to where 2nd Ave. intersects A St.</li> <li>-Enter Concourse Parkade structure</li> </ul>		<p><b>South on Interstate 15</b></p> <ul style="list-style-type: none"> <li>-15 South to 163 South</li> <li>-163 becomes 10th Ave.</li> <li>-Right on B St.</li> <li>-Right on 3rd Ave.</li> <li>-Concourse Parkade entrance is the first driveway on left</li> </ul>
<p><b>North on Interstate 5</b></p> <ul style="list-style-type: none"> <li>-5 North to 6th Ave. off ramp</li> <li>-Turn left onto 6th Ave.</li> <li>-Turn right onto Ash St.</li> <li>-Turn left on 2nd Ave., travel one block to where 2nd Ave. intersects A St.</li> <li>-Enter Concourse Parkade structure</li> </ul>		<p><b>West on 94 Freeway</b></p> <ul style="list-style-type: none"> <li>-94 West into Downtown</li> <li>-94 becomes F St.</li> <li>-Right on 5th Ave.</li> <li>-Left on B St.</li> <li>-Right on 3rd Ave.</li> <li>-Concourse Parkade entrance is the first driveway on left</li> </ul>

**Parking**

Concourse Parking Entrances: 1st and B St.  
2nd and A St.  
3rd and B St.



**Trolley Line**

Trolley stop "Civic Center" is located on 2nd and C St.



**Nearby Hotels**

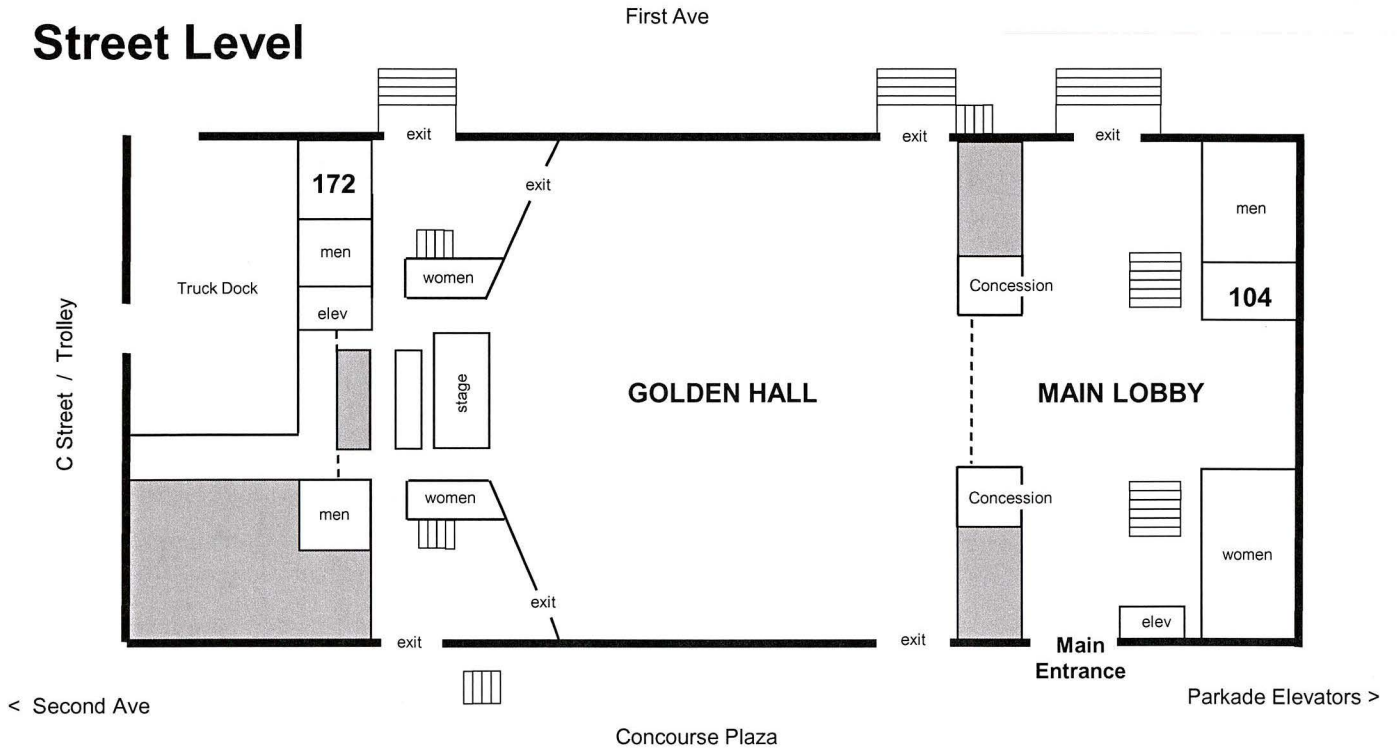
- Renaissance San Diego Downtown Hotel, W B St. & State St. Approx 0.3Mi
- The Westin San Diego, W Broadway & Columbia St. Approx 0.4Mi
- The Sofia Hotel, W Broadway & Front St. Approx 0.2 Mi
- The Westgate Hotel, 2nd Ave. Approx 0.1Mi
- Courtyard San Diego Downtown, Broadway & 6th Ave. Approx 0.3Mi



# SAN DIEGO CONCOURSE

202 C Street MS57C, San Diego Ca. 92101 / 619-615-4100 / Fax 619-236-5994

## Street Level



## Second Level

