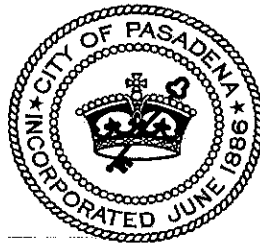


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**SPECIAL AGENDA
NORTHWEST COMMISSION**

THURSDAY, APRIL 24, 2014

MEMBERS

Michelle Richardson-Bailey, Chair-Mayor Appointee
Fernando Serrano, District 1
Tarek Shawky, Vice Chair, District 1
Sheryl Turner, District 2
Hilda Delgado, District 3
Craig L. Washington, District 3
Allen Shay, District 4
Cindy Schnuelle, District 5
Jose Noel Toro, District 5
Annette Perry, District 6
Yuan Chen, District 7

STAFF

Lola Osborne, Northwest Manager

MISSION STATEMENT

The City of Pasadena is dedicated to delivering exemplary municipal services, responsive to our entire community and consistent with our history, culture and unique character.

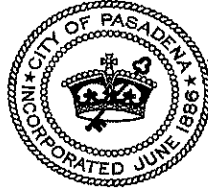
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*Materials related to an item on this Agenda submitted to the NORTHWEST COMMISSION **after** distribution of the agenda packet are available for public inspection in the CITY MANAGER'S OFFICE at 100 North Garfield Avenue, S228, Pasadena, CA 91109, during normal business hours.*



**SPECIAL AGENDA
NORTHWEST COMMISSION**

**JACKIE ROBINSON CENTER
1020 NORTH FAIR OAKS AVENUE, AUDITORIUM
PASADENA, CA 91103**

**THURSDAY, APRIL 24, 2014
6:30 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT FOR ITEMS ON THE AGENDA (3 minutes per speaker)**
- 4. NEW BUSINESS**

ACTION ITEMS (90 minutes)

Recommendation to the City Council for the Community Development Block Grant (CDBG) Non Public Service Proposals Program Year 2014 – 2015 (Staff: William Huang, Anne Lansing and John Depew)

- 5. COMMENTS/UPDATES FROM THE COMMISSION (15 minutes)**
- 6. ADJOURNMENT**


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POSTING STATEMENT: I HEREBY CERTIFY that this Agenda, in its entirety was posted on the Council Chamber Bulletin Board S249 and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue and the Jackie Robinson Center at 1020 N. Fair Oaks Avenue on April 17, 2014 by 5:00 pm and an electronic copy sent to the Central Library for posting and the agenda may be viewed at the City's website at <http://www.ci.pasadena.ca.us/planning/meetings/notices.asp>.

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**Michelle Richardson-Bailey, Chair
Northwest Commission**



**Lola Osborne
Northwest Manager**

DATE: APRIL 24, 2014
TO: NORTHWEST COMMISSION
FROM: WILLIAM K. HUANG, HOUSING AND CAREER SERVICES DIRECTOR
SUBJECT: STAFF FUNDING RECOMMENDATIONS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM - NON-PUBLIC SERVICES PROJECTS (2014-2015 PROGRAM YEAR)

RECOMMENDATION:

It is recommended that the Northwest Commission recommend to the City Council that it approve the allocation of CDBG Non-Public Service funding totaling \$261,571 for four projects as listed in Exhibit "A".

BACKGROUND:

The City received nine funding proposals from non-profit organizations for non-public service projects under the Community Development Block Grant (CDBG) Program, 40th Program Year (July 1, 2014 – June 30, 2015), for which a total of \$261,571 is available.

To determine the proposed projects recommended for funding, staff utilized the following Evaluation Criteria and Selection Process as set forth in the Request for Proposal (RFP):

- General Information
- Client Population and Selection Process, Outreach and Marketing
- Unmet Needs and Program Development
- Goals and Objectives, Outcome Measures and Performance Schedule
- Administrative Capacity
- Budget/Budget Narrative
- Required Attachments, Local Preference, Identified Priorities

In making the funding recommendation, staff employed the following guidelines:

- Projects with the highest average score were given first priority for funding;
- Funding was considered based on proposal content, reasonableness of proposed budget, and expressed purpose of project; and
- The funding recommended for each project is determined based on request, rating, and overall funding availability.

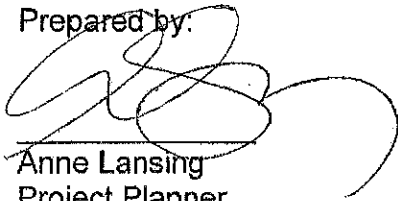
FUNDING RECOMMENDATIONS:

The following projects are recommended for funding:

Proposer	Project	Funding Amount
Housing Rights Center	Fair Housing Program	\$50,400
Door of Hope	Solar and Energy Efficiency	\$56,756
Lake Avenue Community Foundation	Energy Efficiency and Capital Upgrade Renovation	\$54,415
Pasadena Unified School District	Peoria Place	\$100,000


Additional information on the nine proposals, funding request, scoring, and staff comments are provided in Exhibit "A".

Prepared by:



Anne Lansing
Project Planner

Approved by:



William K. Huang
Housing and Career Services Director

CITY OF PASADENA / Community Development Block Grant (CDBG) Program
List of Proposed Projects, Scores, Recommendations and Comments
Non-Public Service Projects – 40th Program Year 2014-2015

NO.	PROPOSER/PROPOSED PROJECT	% AVERAGE SCORE	FUNDING REQUEST	FUNDING RECOMMENDATION	BRIEF COMMENTS
HOUSING					
1.	Housing Rights Center <i>Fair Housing Program</i>	98%	\$50,400	\$50,400 (funded from CDBG admin category)	<ul style="list-style-type: none"> • Provides HUD required service • Demonstrates good leveraging • Provides broad spectrum of fair housing services
SUBTOTAL \$50,400 \$50,400					
ECONOMIC DEVELOPMENT					
2.	Pasadena Bioscience Collaborative Equipment Upgrade for PBC Training and Incubation	Not scored	\$75,983	\$0	Removed from funding process. Project requested funds for ineligible items.
SUBTOTAL \$75,983 \$0					
PUBLIC FACILITIES IMPROVEMENTS					
3.	Community Bible Community Development Corporation <i>Camera Surveillance for Community Arms Apartments</i>	57%	\$50,000	\$0	<ul style="list-style-type: none"> • No leveraging • Outcomes are unclear • Poorly prepared proposal • Monitoring of system a concern • Need to address security is appreciated

NO.	PROPOSER/PROPOSED PROJECT	% AVERAGE SCORE	FUNDING REQUEST	FUNDING RECOMMENDATION	BRIEF COMMENTS
4.	Door of Hope Door of Hope solar and Energy Efficiency Project	96%	\$56,756	\$56,756	<ul style="list-style-type: none"> • Excellent collaboration with local agencies • Provides much needed services to local agencies • Clearly demonstrates significant energy savings • Great capacity of sustainability • Supports School/City Work Plan
5.	Lake Avenue Community Foundation Energy Efficiency and Capital Upgrade Renovation Program	91%	\$54,415	\$54,415	<ul style="list-style-type: none"> • Robust services currently being provide • Majority of clients Northwest residents • Great collaboration • Supports School/City Work Plan • Good sustainability
6.	Neighborhoods Working Together Helping All (NATHA) NATHA Community Center: Capital Improvement	81%	\$50,000	\$0	<ul style="list-style-type: none"> • Very large project soft cost only • Unclear when and how much money additional funding will be secured. Such funds should be secured before funding preconstruction work.
7.	Pasadena Unified School District Peoria Place	100%	\$100,000	\$100,000	<ul style="list-style-type: none"> • Excellent collaborative partner (Young and Healthy) • Bring vital services where need most • Robust provider of services in support of School/City Work Plan • Compelling presentation

NO.	PROPOSER/PROPOSED PROJECT	% AVERAGE SCORE	FUNDING REQUEST	FUNDING RECOMMENDATION	BRIEF COMMENTS
8.	Union Station Homeless Services HVAC Unit Upgrade at Family Center	70%	\$87,400	\$0	<ul style="list-style-type: none"> • Energy saving is nominal • Not clear how saving would be reprogrammed into services • Leveraging weak • Agency has excellent administrative capacity
9.	Union Station Homeless Services HVAC Unit Upgrade at Sources Career Development Prg	70%	\$74,800	\$0	<ul style="list-style-type: none"> • Energy saving is nominal • Not clear how saving would be reprogrammed into services • Leveraging weak • Agency has excellent administrative capacity
SUBTOTAL			\$473,371	\$211,171	
TOTAL REQUESTS			\$599,754	TOTAL RECOMMENDED \$261,571	