



**MINUTES  
SPECIAL MEETING  
COMMUNITY DEVELOPMENT BLOCK  
GRANT STANDING COMMITTEE  
OF THE  
CITY OF SOUTH SAN FRANCISCO**

WEDNESDAY, FEBRUARY 21, 2024  
1:00 p.m.

City Hall, City Manager's Conference Room  
400 Grand Avenue  
South San Francisco, CA 94080

CALL TO ORDER: 1:00 p.m.

ROLL CALL: Mayor Coleman, present  
Councilmember Nicolas, present

**AGENDA REVIEW**

No changes.

**PUBLIC COMMENTS**

None.

**MATTERS FOR CONSIDERATION**

1. Motion to approve the Minutes for the meeting of March 15, 2023.

Motion - Councilmember Nicolas / Second Mayor Coleman: to approve the minutes. The motion carried unanimously.

2. Study session to review Community Development Block Grant applications and fiscal year 2024-25 budget allocation. (Danielle Thoe, Housing Manager)

Housing Manager Thoe presented the report and solicited feedback from the subcommittee.

Councilmember Nicolas requested clarification of current applicants and inquired about Sitike Counseling Center, as the organization had previously reached out to solicit funding. Housing Manager Thoe and Economic and Community Development Director Selander provided an overview of the current applications and funding process, noting increased funding requests for minor home repairs from Rebuilding Together as El Concilio no longer offers those services.

City Manager Ranals inquired about program funding outside of CDBG funds. Housing Manager Thoe provided an overview of eligible organizations and funding opportunities.

Mayor Coleman suggested minimizing the number of recipients through CDBG to reduce administrative oversight. Economic and Community Development Director Selander provided an overview of the current process and noted that the process has already been streamlined to improve efficiency but would consider a review in the next fiscal year.

Housing Manager Thoe provided an overview of public improvement projects and noted that the YMCA requested increased funding to expand services. Staff will review the documentation and solicit additional documentation before moving forward with funding recommendations. Councilmember Nicolas suggested HIP Housing expand outreach throughout the city for additional shared housing options.

**ADJOURNMENT**

Being no further business, Mayor Coleman adjourned the meeting at 2:19 p.m.

Submitted by:

Approved by:

---

Rosa Govea Acosta, City Clerk  
City of South San Francisco

---

James Coleman, Mayor  
City of South San Francisco

Approved by the CDBG Standing Committee: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_