



THE CITY OF SAN DIEGO

# CONSOLIDATED PLAN ADVISORY BOARD MEETING NOTES

THURSDAY, AUGUST 11, 2011

CIVIC CENTER PLAZA  
1200 THIRD AVENUE, SUITE 1400  
SAN DIEGO, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Will Moore, Council District 1 Vicki Granowitz, Council District 3 Audie de Castro, Council District 4, Chair Robert McNamara, Council District 6 Mathew Kostrinsky, Council District 7 Aaron Freeburg, Council District 8	Jennifer Litwak, Council District 2

CITY STAFF
Beth Murray, Deputy Director, Economic Development Division Jeff Sturak, Deputy Director, Independent Budget Analyst Angela Nazareno, CDBG Administrator Liza Fune, CDBG Coordinator Eriberto J. Valdez, Jr., CDBG Program Specialist Vivian Moreno, Council Representative, CD8 Katie Keach, Council Representative, CD3

## Call to Order/Introductions

- The Consolidated Plan Advisory Board (CPAB) meeting was called to order at 9:00 a.m.
- The members of the CPAB introduced themselves and noted the Council Districts that they represent. City staff members also introduced themselves at the meeting.

## Public Comment

- Ms. Joy Sunyata expressed her gratitude for being able to attend the meeting and intention to return to public service. She urged the CPAB members to give it their best. She is unsure how active she will be going forward.
- Mr. Ed Muna introduced himself as a possible appointee by Councilmember DeMaio to serve on the CPAB.

## Information/Discussion Items

- There was discussion amongst members on the best time to meet for future meetings. Ms. Vicki Granowitz indicated that her preferred time was 3:00 p.m. or 3:30 p.m. and her unavailability on the morning of the third Thursday of every month. Mr. Aaron Freeburg stated that the currently scheduled time was convenient. Also, Mr. Will Moore expressed his preference to meet in the mornings at the beginning of the week. Mr. Robert McNamara is unable to meet on the morning on the first Wednesday of every month. Ms. Beth Murray apprised the Board of the current time constraints due to the upcoming FY 2013 Application process and the need to schedule the next meeting. Chair de Castro suggested that the Board convene for a special meeting on August 30, 2011 from 9:00 a.m. - 11:00 a.m., and further discuss the schedule for regular meetings at that time.
- Ms. Angela Nazareno discussed a draft of the proposed scoring criteria. She stated the criterion that is listed in the “Document Submittal” section is currently used for the appeal process and expressed the need to discourage the submission of additional information that was not requested.
- Ms. Nazareno briefly discussed the relationship of projects to the Consolidated Plan and indicated that CDBG staff will inform the Board on the current progress of meeting each goal. The Board expressed interest in reviewing a table summarizing the City’s progress on meeting the Five-Year Consolidated Plan goals. She also stated that all CDBG assisted activities must meet one of the following three National Objectives: 1.) Benefit low- and moderate-income persons; 2.) Aid in the prevention or elimination of slums or blight; or 3.) Meet a need having a particular urgency (commonly referred to as “urgent need”. She stated that San Diego uses only one objective, e.g. the first one, which is “benefit low- and moderate-income persons. The U.S. Department of Housing and Urban Development (HUD) has not designated any areas as “slums or blight” in the City of San

Diego. The national objective “urgent need” is for areas that suffered damage from natural disasters such as from a hurricane.

- Ms. Nazareno noted that the CDBG program has performance information, but that it is currently not used in the application process. Chair de Castro inquired if the Council reviews performance information. Ms. Murray remarked that an applicant’s track record is currently not a factor in deciding who is awarded funding. Ms. Nazareno also emphasizes that the criteria may need to be modified based on the activity.
- Ms. Nazareno emphasized to need to leverage funds and to ensure that CDBG is not the sole source of funds that an agency receives; ensure that Homeless Services are funded, and the 18 month project completion timeline in connection to HUD’s timeliness requirements. Additionally, she discussed the 3-month cash rule for all applicants and clarified that it is being implemented as an internal fiscal requirement. An agency’s inability to continuously pay for project expenses incurred will also prolong the reimbursement with CDBG funds and the City will be unable to report a project as being completed if it has not been fully drawn.
- Ms. Murray informed the Board that the Capital Improvements Program Review and Advisory Committee (CIPRAC) will review City projects before an application for CDBG funding is submitted. Also, the Board will need to review and consider if City project should receive more weight in the scoring criteria. Chair de Castro inquired about the CDBG funding amounts awarded to City ADA project in recent years.

#### **Action Item**

- No Actions were taken by the Consolidated Plan Advisory Board.

#### **Adjournment**

- The meeting was adjourned at 9:54 a.m.