

CONSOLIDATED PLAN ADVISORY BOARD (CPAB)

MINUTES

Thursday, September 8, 2022

VIRTUAL CPAB MEETING

([LINK](#))

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
<ul style="list-style-type: none"> • Yegin Chen, Council District 1 • Brenda Campbell, Council District 4 • Peter Dennehy, Council District 9 • Patrick Batten, Council District 5 • Rich Thesing, Council District 7 • Eileen Gonzales, Council District 3 	<ul style="list-style-type: none"> • Victoria Barba, Council District 8 • VACANT, Council District 6 • VACANT, Council District 2

STAFF PRESENT	ATTENDANCE
<ul style="list-style-type: none"> • Angela Nazareno Clark, Program Manager • Michele Marano, Community Development Coordinator • Nadine Hassoun, Community Development Project Manager • Ashley Gain, Community Development Project Manager 	<p><i>(Public had access to meeting via Zoom Webinar and YouTube link)</i></p>

Call to Order

1. CPAB Chair Peter Dennehy called the meeting to order at 10:05 a.m. Peter Dennehy took role call; six board members were present. Quorum was achieved at the same time.
2. Community Development Project Manager Nadine Hassoun reviewed meeting rules including that the meeting will be streamed live.

Board Member Announcements

3. *No board member announcements were made*

Staff Announcements

4. Community Development Project Manager Nadine Hassoun announced that the scoring criteria ad-hoc committee meetings took place the previous week and additional dates will be set to update CDBG RFP scoring criteria.
5. Community Development Project Manager Nadine Hassoun announced the transition of Eileen Gonzales off the CPAB due to serving the maximum amount of time. Gonzales served as the Vice Chair for the previous two years. Staff and CPAB members thanked Gonzales for her continued service to the City.

6. Community Development Coordinator Michele Marano introduced new Community Development Project Manager Ashley Gain.

Approval of Minutes

1. Motion to approve minutes from previous meeting by Patrick Batten, seconded by Yegin Chen. Abstention from board member Eileen Gonzales. Minutes approved, 5-0-1.

Non-agenda Public Comment

2. *No non-agenda public comments were received.*

Action Items**3. Selection of CPAB Vice Chair**

- a. Chair Peter Dennehy nominated Patrick Batten. Batten accepted the nomination. 5-0 with Rich Thesing unable to confirm due to technology issues.

4. HOME American Rescue Plan (HOME-ARP) Allocation Plan

- a. Community Development Program Manager Angela Nazareno Clark presented the HOME-ARP allocation plan. The City of San Diego was awarded \$20 million through the U.S. Department of Housing and Urban Development (HUD) HOME Program. To receive the HOME-ARP funds, the City must develop a HOME-ARP Allocation Plan for HUD's approval. The HOME-ARP Allocation Plan includes a summary of the consultation and public participation process, needs assessment, gap analysis, planned activities and housing production/preservation goals. In addition to the HOME-ARP Allocation Plan, the City must also submit a Substantial Amendment to the FY 2022 Annual Action Plan to include the HOME-ARP Allocation Plan. The full draft allocation plan can be found [here](#).
- b. The PS&LN Committee recommended forwarding Action Items 1-7 to City Council for approval to be heard on September 13th, 2022.
- c. CPAB Member Yegin Chen asked if the funds will be used as a match for City funds. In this case they will be used as a match for the Home Key program or Bridge to Home. He asked how large the Home Key program currently is in the city. Home Key is currently awaiting acceptance from the state on which programs will be funded.
- d. CPAB member Rich Thesing confirmed that this is the first time this program has been available and that it is a one-time program. Program Manager Nazareno Clark confirmed that this program a hybrid of two funding sources, the HOME program and the Emergency Solutions Grants.
- e. CPAB member Rich Thesing moved to approve sending the plan to council. Seconded by Patrick Batten. Motion was approved 6-0.

HOME-ARP Allocation Plan presentation slides are attached to the meeting minutes.

Discussion Items**5. Draft Fiscal Year 2022 Consolidated Annual Performance and Evaluation Report**

- a. Community Development Coordinator Michele Marano presented on draft CAPER, summarizing activities implemented through three federal entitlement grant programs: Community Development Block Grant program (CDBG), Home Investment Partnerships and Emergency Solutions Grants. The report covers July 1st 2021 to June 30th 2022. This

is year three in the current consolidated plan cycle. The full draft CAPER can be found [here](#).

- b. CPAB Member Rich Thesing thanked staff for the work put into the work reflected in the CAPER presentation.

CAPER presentation slides are attached to the meeting minutes.

6. Community Development Block Grant Notice of Funding Timeline

- a. Community Development Coordinator Michele Marano announced the tentative timeline for CDBG funding for 2024. Tentatively the RFQ will be released September 23rd, a virtual workshop will be held September 28th, RFQ technical assistance will be held October 3rd through October 21st, CPAB Meeting with scoring criteria on October 12th, RFQ submittal deadline on November 4th and RFQ results posted on November 28th.
- b. The tentative timeline for the RFP process will be: RFP released on November 29th, RFP technical assistance December 1st-21st, RFP mandatory virtual workshop December 7th, RFP technical assistance available January 3rd- January 6th, RFP submittal deadline January 13th and releasing RFPs to CPAB for scoring on February 1st.
- c. This timeline will be posted online at sandiego.gov/cdbg.

Other Items

7. *No other items were discussed.*

Adjournment

8. Patrick Batten moved to adjourn the meeting at 11:06 a.m.