



CONSOLIDATED PLAN ADVISORY BOARD (CPAB) AGENDA

WEDNESDAY, FEBRUARY 14, 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 of CPAB Meeting Minutes: January 10, 2018**
3. **Staff Announcements**
4. **Board Member Announcements**
 - a. Acknowledgement of exiting CPAB member: Joe LaCava
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. **Conflict of Interest Policies**

The City Attorney's Office will give a brief presentation regarding the City's conflict of interest policies and how they relate to CPAB activities.
 - b. **Fiscal Year (FY) 2019 Request for Proposal (RFP) Status**

Staff will provide a status update of the FY 2019 CDBG RFP process.
7. **Adjournment**

Unfinished business shall be tabled and placed on the agenda of the following meeting.

★ ★ ★ ★ ★

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, 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*

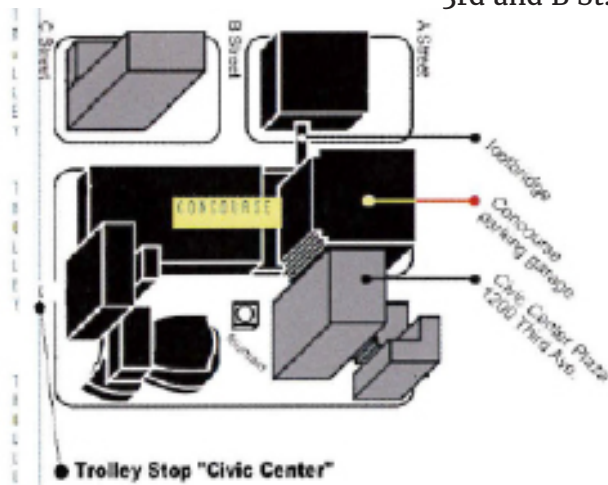
202 C Street MS57C, San Diego Ca. 92101 I 619-236-7029 I 619-236-7016

Driving Directions to the San Diego Concourse

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

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

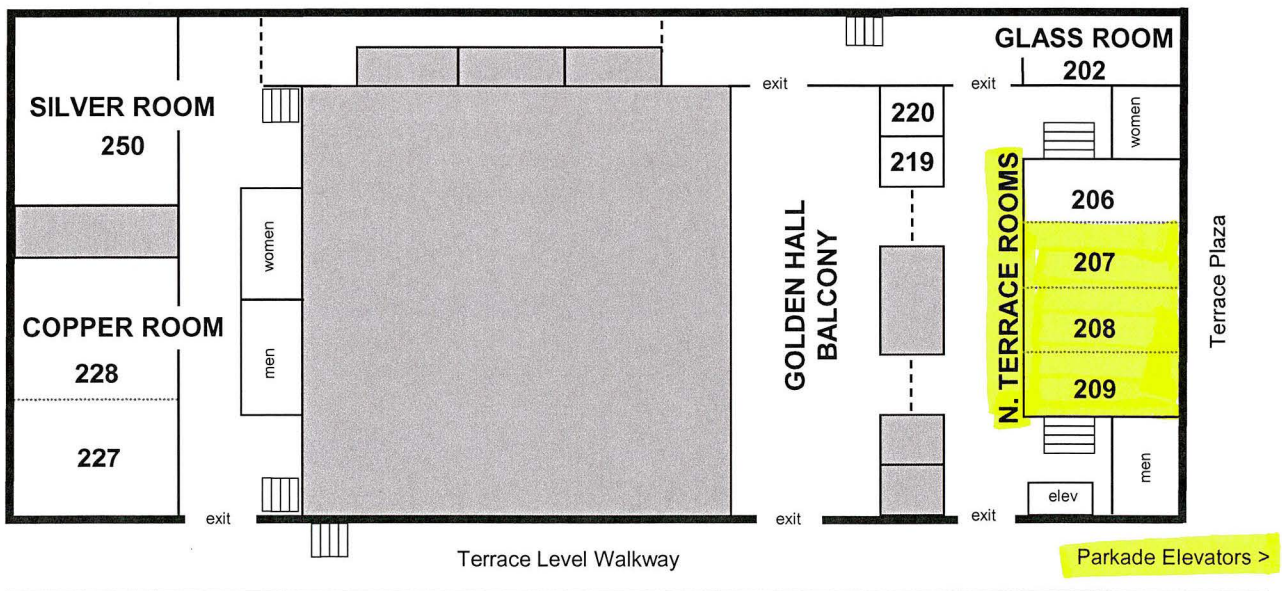
SAN DIEGO CONCONOURSE

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

Street Level



Second Level



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

WEDNESDAY, JANUARY, 10 2018

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

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

STAFF PRESENT	ATTENDANCE SHEET
<ul style="list-style-type: none"> • Michele Marano, Community Development Coordinator • Leonardo Alarcon, Community Development Specialist • Ulysses Panganiban, Community Development Specialist • Michelle Harati, Community Development Project Manager 	<p>4 people signed the attendance sheet</p>

Call to Order

Ms. Vicki Granowitz called the meeting to order at 9:06 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 November 08, 2017, meeting minutes. Mr. Ken Malbrough moved to approve the minutes. Mr. Richard Thesing seconded the motion. The minutes were approved 6–0-1 with Mr. Gary Wong abstaining.

Board Announcements

N/A

Staff Announcements

- Mr. Leonardo Alarcon, introduced Michelle Munoz, Stacy Calderon and Melissa Villalpando, as the newest staff members to the City's Economic Development Department. Michele will provide support in fiscal compliance, and Stacey and Melissa will work on non-profit capacity building and workforce development projects respectively.
- Mr. Alarcon stated that Project Homeless Connect - Downtown San Diego, a one-day resource fair will be on January 31, 2018. Volunteers are welcome and needed for the event and more information can be found [here](#). Mr. Alarcon also mentioned April is Fair Housing month with details on upcoming fair housing events will be provided at the March and April CPAB meetings.
- Mr. Alarcon announced that Mr. Joe LaCava, Council District 1 had resigned from his position as a CPAB member. Staff has been in contact with the Mayor's office on the reappointment and appointment of the CPAB members, with new appointments likely occurring in late January to early February with seating expected to occur in March 2018.
- Mr. Alarcon explained that on December 11, 2017, staff presented to City Council on the recommendation to allocate CDBG funds for the SMART Project, which passed 8 – 1. The staff report and other relevant information can be found [here](#).
- Ms. Michele Marano also introduced Norma Medina and Michele Alano as new staff members to the City's Economic Development Department. Norma will support Affordable Housing and Homeless Projects and Michele will support fiscal operations.
- Ms. Marano stated that the next Nonprofit Academy would be taking place May 31 – June 1, 2018, with a new course expected on Capital Improvement Projects for nonprofit facilities.

Non-Agenda Public Comment

N/A

Agenda Item(s)

Discussion Item 6a:

Fiscal Year (FY) 2019 CPAB Review Panel Handbook

Mr. Leonardo Alarcon and Ms. Michelle Harati provided an overview of the Review Panel Handbook for CPAB use during the evaluation of the CDBG Request for Proposals (RFP). *Please see attached PowerPoint for additional information.*

Discussion Items 6b:**FY 2019 CPAB Scoring Ad Hoc Committees**

Mr. Alarcon provided CPAB with information on the opportunity for the CPAB to meet in separate Ad-Hoc committees to answer questions about the RFPs. The Ad-Hoc committees allow CPAB members to ask staff questions and gain clarification as needed. A poll will be sent out to CPAB members to decide on availability and coordinate Ad-Hoc committees for dates in February. *Please see attached PowerPoint for additional information.*

Adjournment

- Meeting adjourned at 09:28 a.m.