



THE CITY OF SAN DIEGO

CONSOLIDATED PLAN ADVISORY BOARD MEETING NOTES

TUESDAY, AUGUST 30, 2011

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

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Will Moore, Council District 1 Jennifer Litwak, Council District 2 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	

CITY STAFF
Katie Keach, Council Representative, CD3 Vivian Moreno, Council Representative, CD8 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 Michelle Muñoz, Assistant Project Manager, Redevelopment Agency Bill Luksic, San Diego Housing Commission Ray Roberson, Supervising Management Analyst Albert Cuevas, Associate Management Analyst

Call to Order/Introductions

- The Consolidated Plan Advisory Board (CPAB) meeting was called to order at 9:00 a.m. A quorum was established.

Public Comment

No public comment

Information/Discussion Items

- The Consolidated Plan Advisory Board convened to discuss the draft scoring criteria for the FY 2013 CDBG Application. The Board expressed interest in creating a section with necessary requirements where no points are awarded, before the stated criteria. It was suggested that the bullet points listed under the “Document Submittal” be moved to this new section.
- The Board expressed interest in eliminating the first two bullet points under the “Relationship to Consolidated Plan Goals” section since meeting a HUD National Objective and Consolidated Plan goals are basic requirements.
- Board members noted that the criteria listed under “Project Benefit to Low and Moderate Income Persons” was significantly under weighed and expressed an interest in eliminating the use of the word “reasonable” and use achievable.
- The Board favored eliminating the first two bullet points under the “Project Outcome/Effectiveness” section.
- Board members recommended the elimination of the sixth and seventh bullet point under “Direct Services Projects” and suggested the inclusion of this criteria, be moved to the newly created section where no points are awarded.
- The Board also noted the criteria under “Project Activity/Timeliness” which states the completion of a Phase I Environmental Site Assessment, identification of environmental issues, the completion of construction plans and specifications, and compliance with Council Policy 700-02; should be included under “Necessary(Application) Requirements.”
- The Board agreed an applicant’s track record and past performance, should be evaluated and continue to be included in the scoring criteria.
- The Board noted that the last two bullet points under the “Budget Justification and Leverage of Funds” section should be removed.
- The Board also agreed that scoring points should not be assigned to any one of the section’s bullet points.

- Board members expressed interest in further discussing the point structure to each bullet point at the next meeting and agreed to re-convene on September 8, 2011 to further discuss the suggested changes to the scoring criteria.

Action Item

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

Adjournment

- Robert McNamara moved to adjourn. The motion was seconded by Matthew Kostrinsky. The motion passed 6-0-0. The meeting was adjourned at 10:51 a.m.