



THE CITY OF SAN DIEGO

**CONSOLIDATED PLAN ADVISORY BOARD
MEETING NOTES**

THURSDAY – JANUARY 26, 2012

SAN DIEGO CONCOURSE
202 C STREET, GLASS ROOM 202
SAN DIEGO, CA 92101

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

STAFF
Beth Murray, Deputy Director, Economic Development Angela Nazareno, CDBG Program Administrator Liza Fune, CDBG Rosalia Hernandez, CDBG Administrative Aide II

Call to Order

- The Consolidated Plan Advisory Board meeting was called to order by Board Chair Audie de Castro at 4:09 p.m. A quorum was established.

Information/Discussion Items

- Item 4A – CDBG Program Administrator Angela Nazareno reviewed the Application Process Timeline with the Board and noted that timeline is predicated upon HUD deadline dates.
- Items 4B-C :
 - A total of 67 applications qualified for consideration for FY2013 CDBG funding.
 - FY2013 CDBG Applications Binders were distributed to the three Ad Hoc Committees established at the 12/1/11 Consolidated Plan Advisory Board meeting:

- Ad Hoc Committee #1 (Mathew Kostrinsky, Jennifer Litwak) – 23 Public Services applications
- Ad Hoc Committee #2 (Vicki Granowitz, Robert McNamara, William Moore) – 22 Construction/CIP applications
- Ad Hoc Committee #3 (Audie de Castro, Aaron Friberg) – 8 CED, 9 Public Services, and 5 CIP applications
- Ad Hoc committee will review and score each application using the provided Application Scoring Sheet. Ad Hoc committees will use their discretion and judgment as to how they wanted to execute the process of review and scoring within their own committee. Scoring sheets will be returned to CDBG on 2/13/12 by 5:00 p.m. for CDBG compilation and report out per City Attorney’s recommendation. Scores will be released to the Board Members and interested public prior to funding recommendation meeting.
- The Board as a whole will meet on 2/22 and continue to 2/23 to discuss the Ad Hoc committees’ rankings. After discussion, the Board will forward final rankings to the CDBG staff for presentation before City Council and their final approval.
- Mr. McNamara asked if the Ad Hoc committee could consider the amount of money being requested. CDBG Staff stated Scoring Criteria addresses this question.
- Mr. de Castro enquired as to why distribution of the Application Binders was delayed. CDBG staff responded all but two of the applications eligible for funding review required secondary review by CDBG staff.
- All applications that reached staff secondary review will be made available to the Ad Hoc committees at their request.
- CDBG staff and resources will be made available to Ad Hoc committees at their request.
- Mr. Kostrinsky advised he was on the Board for Applicant Planned Parenthood and would ensure there was no conflict of interest.

Public Comment

- Questions on process and scoring from the public were addressed.

Action Items

- Mr. McNamara motioned to approve 12/01/2011 Meeting Notes; Mr. Friberg seconded. Motion passed 5-0 (Aye – de Castro, Friberg, Granowitz, McNamara, Moore; Absent – Kostrinsky, Litwak).

Adjournment

- Meeting adjourned at 5:11 p.m.