

## CONSOLIDATED PLAN ADVISORY BOARD (CPAB) MINUTES

WEDNESDAY, AUGUST 10, 2016

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

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
<ul> <li>Joe LaCava, Council District 1 representative</li> <li>Sara Berns, Council District 2 representative</li> <li>Vicki Granowitz, Council District 3 representative</li> <li>Ken Malbrough, Council District 4 representative</li> <li>Valerie Brown, Council District 5 representative</li> <li>Gary Wong, Council District 6 representative</li> <li>Richard Thesing, Council District 7 representative</li> </ul>	Isela Ramos, Council District     9 representative

STAFF PRESENT	ATTENDANCE SHEET
<ul> <li>Erik Caldwell, Director, Economic Development</li> <li>Stephen Maduli-Williams, Program Manager, Community Development Division</li> <li>Michele Marano, Community Development Coordinator</li> <li>Alicia Martinez-Higgs, Community Development Project Manager</li> <li>Ulysses Panganiban, Community Development Specialist IV</li> <li>Leo Alarcon, Community Development Project Manager</li> </ul>	10 people signed the attendance sheet

#### Call to Order

Ms. Vicki Granowitz called the meeting to order at 9:00 a.m. with seven board members present. Quorum was achieved at the same time.

#### **Approval of Minutes**

May 2016 meeting notes were provided for reference only (there were no minutes to approve because of the lack of quorum at the last meeting and there were no meetings in June or July 2016.)



#### **Board Announcements**

- Ms. Granowitz introduced Council President Sheri Lightner to present an
  acknowledgement to outgoing CPAB member Joyce Abrams for her dedication and
  contributions to the City of San Diego. Mr. Erik Caldwell also presented Ms. Abrams
  with a certificate of appreciation for her service on the CPAB. Ms. Abrams thanked
  the Board and appreciated the opportunity to serve on the Board.
- Mr. Caldwell also presented Mr. Aaron Friberg with a certificate of appreciation on for his service on the CPAB. Mr. Friberg thanked the staff and the other Board members for their dedication to serving the community.
- Ms. Granowitz asked the new Board members to introduce themselves with a brief bio:
  - o Mr. Gary Wong is a retired officer for Union Bank specializing in mortgage lending. Mr. Wong also sat on the Union Bank Foundation.
  - Mr. Joe LaCava is a registered civil engineer and has a consulting firm. Mr.
     LaCava is also very active on other boards and groups throughout the City.
  - Ms. Sara Berns is the Executive Director at the Pacific Beach Business Improvement District (BID).

#### Staff Announcements

- Mr. Caldwell introduced the Community Development Division's new Program
  Manager, Stephen Maduli-Williams. Mr. Maduli-Williams discussed his background
  and is excited for the opportunities to implement a variety of new programs in the
  future.
- Ms. Marano also introduced two new staff members to the Community Development
  Division. Ulysses Panganiban was introduced as the new Community Development
  Specialist IV. Mr. Panganiban most recently served in the City's Performance &
  Analytics Department but was previously in the Economic Development Department.
  Alicia Martinez-Higgs was also introduced. She most recently worked in the Business,
  Expansion, Attraction, & Retention Division of the Economic Development
  Department and will be working closely with the City Neighborhood Infrastructure
  Projects.
- Mr. Leo Alarcon stated that the new CPAB members will be contacted from the Ethics Commission to complete the Ethics Training online through the City's Success Factors website.

### Non-Agenda and Agenda Public Comment

- Ms. Kathryn Rhodes, stated that the Redevelopment repayment funds from the Successor Agency should be committed to community projects.
- Ms. Rhodes asked how people can complete the survey for the Nonprofit Academy.
   Ms. Marano responded that the email was sent out to the distribution list from



Community Development

- <u>cdbg@sandiego.gov</u> in July 2016. After completing the survey, people representing nonprofit agencies could submit their RSVP to the Nonprofit Academy.
- Ms. Rhodes asked about the specific language in Council Policy 700-02 pertaining to the minimum and maximum funding request.

#### Agenda Item(s)

#### Item 6.a.: Discussion Item:

#### **Update on Nonprofit Accelerator program**

Ms. Marano gave a brief update on the Nonprofit Accelerator program. *Please see attached presentation for more information*.

#### Item 6.b.: Discussion Item(s):

#### **Update on Council Policy 700-02**

Ms. Marano gave a brief update on the potential Council Policy 700-02 revisions. *Please see attached presentation for more information.* 

Mr. Rich Thesing volunteered to join the Ad Hoc committee.

#### Item 6.c.: Discussion Item:

#### Creation of Fiscal Year (FY) 2018 CDBG Scoring Criteria Ad-Hoc Committee

Ms. Marano gave a brief update on potential updates to the Scoring Criteria for FY 2018 CDBG applications. *Please see attached presentation for more information*.

 Two Ad Hocs were established with three members each: Ms. Brown, Ms. Berns, and Mr. Malbrough will form one Ad Hoc, and Mr. Thesing, Mr. LaCava, and Ms. Granowitz will form the other.

#### Adjournment

• Meeting adjourned at 10:05 a.m.

# Nonprofit Accelerator Update

Consolidated Plan Advisory Board August 10, 2016



### SD

### **Economic Development**

### **Nonprofit Accelerator**

- Expand capacity of new and small nonprofits
- Effectively apply for and utilize City resources and attract private funding
- Diversify nonprofits to broaden reach of public funds
- Phased approach



Nonprofit Accelerator

#### **Economic Development**

### **Survey of Nonprofits**

- Released July 15<sup>th</sup>
- Responses Requested by July 29<sup>th</sup>
- Wide distribution
- Participation in survey invitation to the Nonprofit Academy
- Responses to-date = 300+

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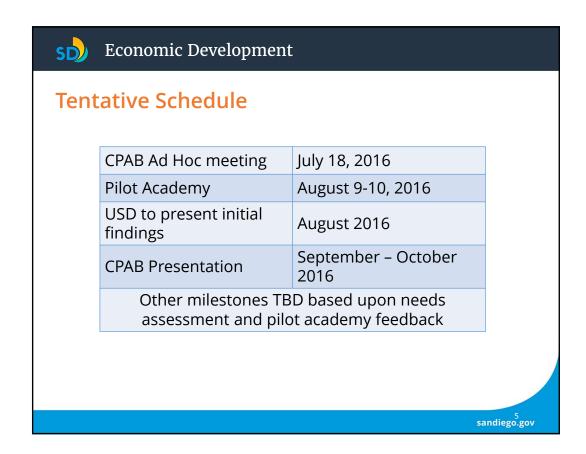


### **Economic Development**

### Pilot 2-Day Nonprofit Academy

Partnership with University of San Diego and the City's Commission for Arts and Culture Registrants = 150+ Agencies represented = 100+

- Program Design and Development
- Evaluation and Measuring Success
- Three Indicators of Fiscal Competence
- Governance and Leadership
- Partnership with the City



### **Council Policy 700-02 Revisions Update**

Consolidated Plan Advisory Board August 10, 2016



### **SD)** Economic Development

### **Council Policy 700-02**

- Funding priorities based upon the 5-year Con Plan
- Certain allocations "off the top"
- Minimum allocations
- No phased projects
- 18 month time frame for CIPs
- Homeless programs set-aside



### **Purpose of Revisions**

- Establish updated guidelines
- Specifically related to CDBG selection and implementation activities
- In place for FY 2018 allocations

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### **Economic Development**

### **Process Overview**

- Synthesize feedback from stakeholders
- Research standard and best practices
- Perform Analytics
  - o IDIS reports
  - o Average awards, completion timelines
  - o Consider measurable outcomes



### **Proposed Council Policy 700-02 Revisions**

- Extend completion timelines for CIP/Neighborhood Infrastructure projects
- Document "City Project" selection process
- Consider minimum and maximum allocations
- Consider deed restrictions for real property improvements
- Review "Homeless Set-Aside"
- Consider subrecipient diversification and changes to CHDO requirements
- Incorporate performance indicators

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### **Economic Development**

### **Tentative Timeline**

CPAB Ad Hoc Meeting	July 25, 2016
Research and Stakeholder Outreach	August 2016
CPAB Ad Hoc Meeting	August or September 2016
CPAB Presentation	September 14, 2016
CPAB Recommendation	October 12, 2016
PS&LN Committee	October 26, 2016 <i>(tentative)</i>
City Council	December 5/6, 2016 (tentative)

## FY 2018 Scoring Criteria and Ad Hoc Committee

Consolidated Plan Advisory Board August 10, 2016

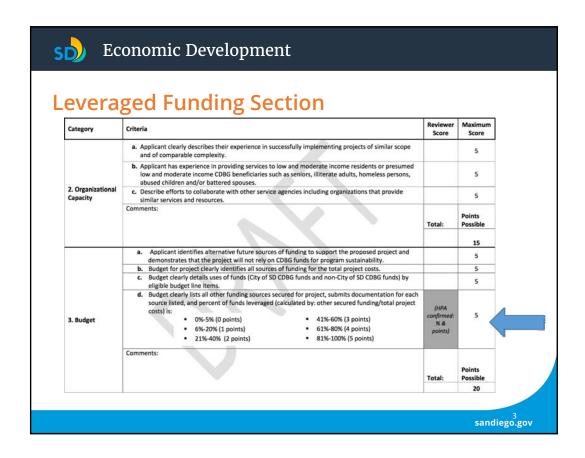


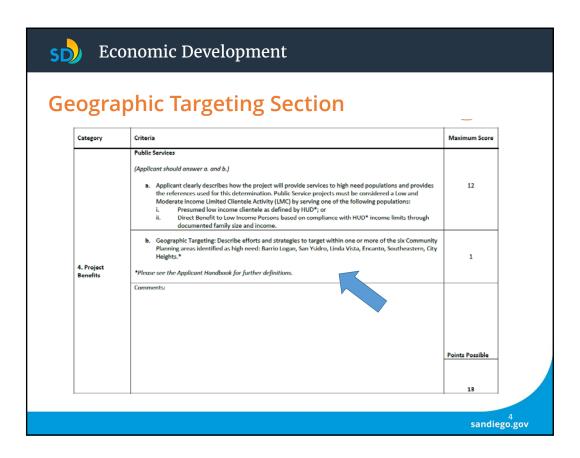


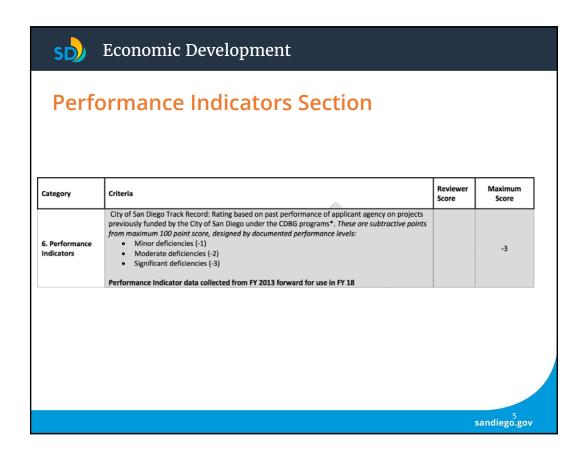
### **Economic Development**

### **Existing Scoring Criteria**

- Separate but similar:
  - o Public Service
  - o Challenge Grant
  - o Community Economic Development
  - o Nonprofit CIP and Housing Rehab
- Points for leveraged funds
- Performance indicators









### FY 2018 Scoring Criteria Revisions

- Feedback from FY 2017 process
  - o Geo Targeting Points
  - No points awarded on incomplete sections or for applications that do not follow submittal requirements - or not scored at all
- Incorporate revisions to CP 700-02
- New initiatives and programs



#### Ad Hoc Committees - Formation

- Ad Hoc Committees may be formed if deemed necessary by CPAB
- No majority of members
- Currently eight (8) CPAB members

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### **Economic Development**

### Ad Hoc Committee - FY 2018 Scoring Criteria

■ Tentative Schedule

Ad Hoc Meetings	September 2016
CPAB Presentation	September 14, 2016
CPAB Recommendation	October 2016