THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: 9/28/2021

TO: Honorable Mayor Todd Gloria, Honorable Council President Jennifer Campbell, Honorable Councilmembers

FROM: Mathew Gordon, Director, Office of Boards & Commissions

SUBJECT: Annual Report of City Boards and Commissions

This memorandum shall serve as the formal release of the 2019-2020 standardized reports for boards and commissions in the city of San Diego. The Office of Boards & Commissions require each active board and commission to track information to ensure transparency of the work of volunteers serving on city advisory boards. Twenty-Five boards and commissions have reported their summaries to the Office of Boards & Commissions while twenty-two have not provided their reports. Information captured in the document attached include:

- Actions taken by the advisory board
- Number of board meetings held
- Suggestions or concerns to bring to Council
- Expired membership (if applicable)

If there are any questions, please reach out to Chantai Bradford in the Office of Boards and Commissions at CBradford@sandiego.gov or 619-533-6387

MTG/mg

cc: Jay Goldstone, Chief Operating Officer
Elizabeth Maland, City Clerk
Paola Avila, Chief of Staff, Office of the Mayor
Nick Serrano, Deputy Chief of Staff, Office of the Mayor
Kristina Peralta, Deputy Chief Operating Officer
Jeff Sturak, Deputy Chief Operating Officer

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

§26.2201 Purpose and Intent
It is the purpose and intent of the City Council to establish the City of San Diego Airports Advisory Committee. The Airports Advisory Committee (AAC) is established to provide the Mayor and City Council with advice on general aviation issues related to City owned and operated airports.

§26.2204 Duties and Functions
The Airport Advisory Committee shall:
(a) Serve in an advisory capacity to the Mayor and City Council on selected issues related to airport policies and development projects at Montgomery (MYF) and Brown Field (SDM).
(b) Provide recommendations to airport staff on selected actions that require Council approval.
(c) Conduct public meetings to provide a forum for, and receive input on, airport related issues.
(d) Recommend methods of improving communications and relations between the member-represented communities, airport users and the City.
(e) Serve as liaisons between the public, airport tenants, and the City.
(f) Provide advice, input and support to the City's Real Estate Assets Department, Airports Division, when requested.
(g) The Airport Advisory Committee shall have no managerial, financial or budgetary authority.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

During the 2020 Calendar year, the AAC selected Tom Reid and the Chair and Chuck McGill as the Vice-Chair. The AAC also reviewed its Bylaws and adopted the 2020 meeting calendar. A more detailed list of input provided by the AAC is in the next section.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The AAC held seven meetings during the 2019 calendar year. The AAC provided input to multiple presentations including the Coast Flight Development at Montgomery Gibbs, an Airports Environmental overview presentation by staff, the FY21 Budget presentation, a COVID-19 Status of COVID-19 at Airports presentation, and the Gibbs Executive Airport Request for Proposal Number 4 and the Airports proposed Business Plan.
The AAC received training on the Ralph Brown Act.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

There were 3 meetings cancelled this year as follows:
March 10, 2020 – Due to a lack of quorum.
April 7, 2020 – due to COVID-19 concerns.
October 13,2020 due to systemwide/nationwide technical difficulties with zoom.gov.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

[Note: I believe the sentence that is written below AVAILABLE OPPORTUNITIES is incorrect. A summary of the actions taken by the AAC is provided in the box above labeled ACTIONS TAKEN BY THE ADVISORY BOARD.]

The following member terms will expire on February 28, 2020 and need to be advertised or reappointed:
Jackie Ander, Serra Mesa Community Representative
Thomas Reid, Clairemont Community Representative
Lisa Golden, Otay Mesa Community Representative
Tom Ricotta, Brown Field Aviation Lessees Representative

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

Two members are serving on expired terms. Buzz Gibbs, the Kearny Mesa representative and Rich Martindell, a member with Special Expertise.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

At present, there is no mechanism to easily replace an Airport Advisory Committee Member for having multiple unexcused absences. A mechanism should be included in the Municipal code which outlines a process by which AAC members could be removed for this or similar reasons.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

City staff spend an average of 10 hours a month assisting with the AAC meetings.

VOLUNTEER HOURS
Please provide an estimate of the volunteer hours by commissioners.
Each AAC Member spends an average of 2-3 hours a month with AAC duties

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
1. Coast Flight at Montgomery Gibbs Executive Airport	On January 14, 2020 – The AAC received presentation and discusses the status of this development at Montgomery Gibbs Executive Airport. The picture represents the progress made as of December 15, 2020	12/15/2020
2. AAC First Virtual Meeting Discussing COVID Effects	The AAC discusses the effects and status of COVID-19 at Airports at its first official virtual meeting.	5/12/2020
3. AAC Receives Brown Act Training	The AAC receives training on the Ralph M. Brown Act	6/9/2020
4. AAC Discusses the Request for Proposal at MYF	The AAC receives a presentation and discusses the Request for Proposal for the 26.2-acre parcel at Montgomery-Gibbs Executive Airport	7/14/2020

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The *Commission* shall:
(a) Advocate for the role and value of arts and culture in civic life.
(b) Promote greater public participation in, and access to, arts and culture.
(c) Evaluate the City's allocation of TOT funds for arts and culture and strongly advocate for increasing arts and culture funding to levels which measurably support the vitality and stability of established arts and cultural organizations and which foster an environment attractive to and nurturing of emerging arts and cultural organizations.
(d) Advocate for and explore alternate sources of arts and culture funding including, but not limited to, grants, donations and corporate sponsorships.
(e) Advise on the development, implementation, evaluation and/or change of the City's arts and culture public policy, legislation, programs and services.
(f) Advocate for City public policy, legislation, programs and services that foster a wide range of arts and cultural offerings which engage a diverse public audience.
(g) Review the annual proposed budget for the *Commission* as prepared by the Executive Director of the *Commission* and provide recommendations, as appropriate.
(h) Advise on the administration of the budget for the *Commission*, and the arts and culture allocations within TOT funds including, but not limited to, the Special Promotional TOT Revenue and the Arts, Culture and Community Festivals category.
(i) Oversee and, when appropriate, participate in an open and impartial process for evaluating TOT funding applications from local, non-profit arts and culture organizations.
(j) Recommend to the Mayor, City Council and City Manager the fair distribution of TOT funds to non-profit arts and culture organizations to support local arts and culture programming.
(k) Advise on *collections management activities* and *public art project management activities* pertaining to existing and proposed *artworks* in/proposed for the *Civic Art Collection*, or contracted for, exhibited on, or erected on *public places*.
Ch. Art. Div.
2 6 7 6
San Diego Municipal Code Chapter 2: Government
(7-2016)
(h) Advise on the administration of the budget for the *Commission*, and the arts and culture allocations within TOT funds including, but not limited to, the Special Promotional TOT Revenue and the Arts, Culture and Community Festivals category.
(i) Oversee and, when appropriate, participate in an open and impartial process for evaluating TOT funding applications from local, non-profit arts and culture organizations.
(j) Recommend to the Mayor, City Council and City Manager the fair

distribution of TOT funds to non-profit arts and culture organizations to support local arts and culture programming.
(k) Advise on *collections management activities* and *public art project management activities* pertaining to existing and proposed *artworks* in/proposed for the *Civic Art Collection*, or contracted for, exhibited on, or erected on *public places*.
(l) Advise on allocations to and from the *Public Art Fund*.
(m) Advise on the policies and processes whereby *artworks* are included in *Capital Improvements Program projects* and *Redevelopment Agency projects* and ensure that *artists* are involved as early as possible in the pre-design or design phases for each project.
(n) Advocate for the fair distribution of arts and culture amenities across each City Council district and throughout the City's neighborhoods.
(o) Participate in the initiation, implementation and/or sponsorship, alone or in partnership with other public agencies or private organizations, of programs and services to support local arts and culture organizations and individual *artists*.
(p) Serve as the City's advocates for arts and culture within the City Council, as well as the private sector, local, regional, state and federal governments, and international entities, such as Mexico, Canada, Japan and other Pacific Rim countries.
Advise on other arts and culture issues as directed by the Mayor, City Council or City Manager.
(r) H old regular public meetings and keep written records of the proceedings which shall be public records.
Adopt rules consistent with laws for the governance of its business and procedures.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

- Approval of monthly meeting minutes.
- Approval of slate of candidates for Commission advisory panelists to evaluate proposals submitted for fiscal year 2021 Organizational Support Program (OSP) and Creative Communities San Diego (CCSD)
- Recommendation to the Mayor and City Council the request for proposal ranks for fiscal year 2021 Organizational Support Program/Creative Communities San Diego funding categories as submitted by Commission advisory panels.
- Recommendation for the City to accept final artwork proposals for *here comes the neighborhood: San Ysidro* by Fallen Fruit, Wendell Kling and Janelle Iglesias.
- Recommendation for the City to deaccession three City-owned artworks in the Civic Art Collection sited at the San Diego County Credit Union Stadium.
- Recommendation of artwork selection panelists for *SD Practice*.
- Recommendation to support the Mayor's fiscal year 2021 proposed arts and culture programmatic budget as released on April 15, 2020.
- Approval of statement in response to recent events.
- Recommendation for City to accept final artwork proposal for Pacific Highlands Ranch Branch Library by Janelle Iglesias.
- Recommendation on artist selection panelists for *Park Social*.
- Recommendation on programmatic refinements for fiscal year 2022 Organizational Support Program/Creative Communities funding cycle.
- Recommendation for the City to acquire artworks for the Civic Art Collection through *SD Practice* purchase.
- Recommendation for the City to accept a proposed donation of an artwork for inclusion in the Civic Art

Collection by Kim Emerson upon fulfillment of six conditions.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The Commission meets monthly on the fourth Friday of the month from 8:30 to 10:30 a.m. (January – October) and on the third Friday of the month in November and December.

Issues Discussed:

In addition to action items as outlined above, the Commission for Arts and Culture routinely has a stakeholder presentation on an agenda. Examples include Ms. Pat Libby, nonprofit consultant, who presented her assessment of the administrative needs of small and BIPOC theatre companies in San Diego; Ms. Sandra Simmons, ED of Horton Plaza Theatre Foundation, who presented an annual budget and workplan for the Lyceum Theatre; Ms. Laura Deitrick, University of San Diego Center for Nonprofit Management, who presented findings of a financial survey of City-funded arts and culture organizations and the impact of COVID-19 on those organizations; MaeLin Levine, chair of San Diego bid for World Design Capital 2024; San Diego Poet Laureate Ron Salisbury; Bill Lawrence, ED of San Diego History Center, who presented on the move of artwork from city property to the museum; DEI consultant Margie Reese Johnson on "gatekeeping" by public arts commissions; and ED Jonathon Glus briefed the Commission on the City's first creative economy study.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

During calendar year 2021, one meeting was cancelled in March due to the pandemic.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

In June 2020, in response to the killing of George Floyd, the Commission drafted a public statement. That statement is below:
On behalf of the City of San Diego, the Commission for Arts and Culture recognizes the power of arts, culture, and creativity in building more resilient, compassionate and equitable communities.
The Commission acknowledges that communities of color and especially Black communities have historically been denied equal access to resources and that Black communities in particular have suffered greatly due to institutionalized racism and violence.
Beginning today, we commit to evaluating our role as a Commission, and pledge to change policies or procedures that contribute to systemic racism and further marginalization. We commit to being part of the solution, building bridges, equitably using our resources and leveraging our privilege as a commission of the City of San Diego in a just manner.
We affirm today that Black communities matter, that Black voices matter, that Black art matters, that Black artists matter, and that Black lives matter.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

One member is serving on an expired term: CD 1, Doreen Schunbrun

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

n/a

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

The Commission for Arts and Culture is directly supported by multiple staff members, in particular an executive director and program manager, as well as public art program and funding program staff and Office of the City Attorney staff. Staff estimates 20-25 hours of staff time per week.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

6-10 hours per week

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
This activity has been curtailed due to COVID-19. We anticipate resuming site visits in mid-2021.	contractor (grantee) site visits	On-going
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Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The Parks and Recreation Board *(§26.30 (f))* established a Balboa Park Committee to serve in an advisory capacity to the Park and Recreation Board, Mayor, City Council, and City Manager on policy issues relating to the acquisition, development, maintenance and operation of Balboa Park. The Balboa Park Committee shall consist of twelve members, who shall serve without compensation. The members shall be appointed by the Mayor and confirmed by the City Council.

The Committee meets the first Thursday of the month beginning at 6 p.m. in the Santa Fe Room of the Balboa Park Club, located in Balboa Park at 2150 Pan American Road, San Diego, CA 92101.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

Most actions taken revolve around approval of new and reoccurring events that occur in Balboa Park. New and ongoing City and Stakeholder projects are discussed and recommended for approval on land use within Balboa Park. Additionally, projects are evaluated for consistency with the Balboa Park Master Plan and other supporting Balboa Park planning documents. Specifically, in 2020, a series of meetings focused on Strategic Priorities and Framework for Future Investment in Balboa Park. This effort is led by the Parks and Recreation Department, with support from former Councilmember Ward and former Mayor Kevin Faulconer.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

2020 MEETINGS HELD:

January 9, 2020:
201. Patrons of the Prado Proposal for Permanent Recognition Plaque in Balboa Park.
202. Balboa Park Committee Bylaws
501. Fiscal Year 2021 Priorities.

February 6, 2020:
401. Balboa Park Strategic Priorities and Framework for Future Investment in the Park.

March 5, 2020:
301. House of Pacific Relations Ethnic Food Fair
501. Balboa Park Tram Operations Contract.
502. Palisades Study and Suggestions.
503. Florida Canyon Enhancement Project.

June 4, 2020:
201. Parks Master Plan and General Plan Recreation Element Amendment.
202. Balboa Park Committee Fiscal Year Budget Priorities.
501. Status of the Parks and Recreation Department's Fiscal Year 2021 Proposed Budget
502. Rescheduling of Events in Balboa Park.

August 6, 2020:
201. Sewer and Storm Drain 828
501. San Diego Zoo Sign Refresh.
502. Mingei Renovation Update.
503. House of Pacific Relations Cottages Addition Project Update.
504. Balboa Park Project Updates.

September 3, 2020:
401. Balboa Park Strategic Priorities and Framework for Future Investment Workshop

October 1, 2020:
401. Comic-Con Museum Renovation and Activation.
501. The New Starlight Vision.
502. Timken Construction and Dumpster Storage.
503. Balboa Park Star Sky Wheel.

November 5, 2020:
401. Botanical Building Naming Opportunities.
501. Balboa Park Pipeline Replacement Phase II.
502. Botanical Building Restoration and Donor Acknowledgement Update

December 3, 2020:
201. Balboa Park Star Sky Wheel.
401. Botanical Building Naming Opportunities and Donor Recognition Policy Workshop.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

April and May were mostly canceled due to Covid-19
July was canceled due to lack of items and the 4th of July Holiday

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

One representing the Downtown Community Planning Council formally held by James Lawson.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

Committee Member	Category	Appointment Date	Term Expiration Date
Vicki Granowitz District 3 North Park	North Park Neighborhood Representative	8/20/2018	3/1/2020
Dang Manh Nguyen District 3 University Heights	District 3 Representative	10/24/2017 10/28/2015	3/1/2019 3/1/2017
Kenneth Davenport District 3 Mission Hills	Vice Chair	5/30/2018 6/25/2014	3/1/2020 3/1/2016
Johanna Schiavoni District 3 North Park	Council District 3 Representative	10/24/2017 10/28/2015 12/31/2013	3/1/2019 3/1/2017 3/1/2015
Don Liddell District 3 Mission Hills	Uptown Neighborhood Representative	6/25/2014 4/26/2012 4/12/2010 2/5/2009	3/1/2016 3/1/2014 3/1/2012 3/1/2010
Victoria Curran District 3 Golden Hills	Golden Hill Neighborhood Representative	2/22/2017	3/1/2018
William Aaron District 3 North Park	Balboa Park/Morley Field Recreation Council Representative	5/30/2018	3/1/2020
Dr. Micah Parzen District 2 Sunset Cliffs	Large Institution in Balboa Park	2/22/2017 12/31/2013	3/1/2017 3/1/2015
Luanne Kanzawa Chula Vista	Small or Mid-size Institution in Balboa Park	2/22/2017 12/31/2013 5/23/2011 10/19/2010	3/1/2017 3/1/2015 3/1/2013 3/1/2011
Sarah Dawe District 3 South Park	District 3 Representative	10/24/2017	3/1/2019
Katherine Johnston District 1 La Jolla	Park & Rec/Chair	6/6/2017	3/1/2019
James Lawson District 3 Downtown	Downtown Community Planning Council Representative	2/22/2017	3/1/2018

Most members are termed out and awaiting replacements. Replacements have been identified but are pending city Council approval.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

Only the reappointments and replacements.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Approximately 20 (twenty) hours per month.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

There are twelve members and it is estimated that each member serves an average approximately two hours per month or 24 volunteer hours collectively per month.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT

NA	Click or tap here to enter text.	Click or tap to enter a date.
NA	Click or tap here to enter text.	Click or tap to enter a date.
NA	Click or tap here to enter text.	Click or tap to enter a date.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The Board of Building Appeals and Advisors investigates and advises the Building Official on the suitability of any alternate material, design, or construction method. The also recommends reasonable interpretations of the San Diego Fire Code; the Building, Electrical, Plumbing, Mechanical, Residential Building, Green Building, and Existing Building Regulations of Title 24 of the California Code of Regulations; and other matters that may be referred to the Board by the Building Official. The Board shall have no authority to recommend interpretations of other provisions of the Land Development Code. The Board may also recommend minor deviations from the provisions of the San Diego Fire Code and the Building, Electrical, Plumbing, Mechanical, Residential Building, Green Building, or Existing Building Regulations in specific circumstances when the proposed is at least equivalent to the code.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

The Board of Building Appeals and Advisors did not hold a meeting in 2020.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The Board of Building Appeals and Advisors did not hold a meeting in 2020.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

The Board of Building Appeals and Advisors did not hold a meeting in 2020. No issues were referred to the Board for their advice and consideration.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

The Board of Building Appeals and Advisors did not hold a meeting in 2020.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

The Board has had several resignations and presently has 4 vacancies. The remaining 5 members have either termed out or have not been reappointed. Two of the 5 members were first appointed more than 8 years ago. One member is non-responsive and has not attended meetings for many years.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

None at this time.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

20 hours per year this past year since the Board has not met. During a heavy meeting year staff time approaches 240 hours on a busy year with a meeting held every month and three or 4 agenda items per meeting. A more common workload since 2007 has been 2 three hour meeting every three years during code adoption cycles and staff times including report preparation and outreach can be 200 hours per code cycle.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

10 to 15 hours per meeting including meeting time

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
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Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

As established by the City of San Diego Municipal Code
Article 6: Board and Commissions
Division 8: Citizens Advisory Board on Police/Community Relations
("Citizens Advisory Board on Police/Community Relations" added 1–8–1990 by O–17405 N.S.)
§26.0801 Purpose and Intent
(a) It is the purpose and intent of this ordinance to create a Citizens Advisory Board on Police/Community Relations, which shall study, consult and advise the Mayor, City Council and City Manager on Police/Community Relations crime prevention efforts.
(b) This Board shall function as a method of community participation in recommending and reviewing policies, practices and programs designed to make law enforcement sensitive, effective and responsive to the needs of the City. It shall actively encourage and foster citizen participation in crime prevention activities.
(c) It is further intended that this Board shall promote and encourage open communication and cooperation between the Police Department and residents of the City, recognizing the policing the City of San Diego is a shared responsibility. The Board shall also develop and make recommendations directed toward informing the community of its rights and responsibilities when coming into contact with police officers.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

The 2019 and 2020 years had been unprecedented with challenges between Community and Law Enforcement. The Citizens Advisory Board (CAB) has remained on the front lines of trying to unify community and law enforcement through policy recommendations, positive interaction, and above all letting the voices of the community members be heard.
2019 – (CAB) evaluated the San Diego Police Department (SDPD) and developed 30 recommendations related to four broad themes that included: Racial Profiling, Wellness, Recruitment, and Training. These recommendations were presented to San Diego City Council Public Safety and Livable Neighborhood (PSLN). In November 2019, SDPD responded to CAB Recommendations, the conversation is ongoing and has continued in throughout 2020 regarding the implementation and further review of recommendations.
2020 – (CAB) participated in Police Reform Discussion with the Mayor, City Council members and varies Faith and Community groups. (CAB) Chair, Vice Chair and Secretary also participated in several News Conferences surrounding SD Police Policies. Out of these combined events came Four new "Stand Alone" Polices.

1. Banning the use of the Carotid Restraint by SDPD

2. Duty of an Officer to Intervene (Policy changed from "Should Intervene" to Shall Intervene).
3. De-escalation Policy

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

2020 – Due to COVID – 19 Outbreak - CAB meetings were cut by half this year; the board met 9 times. (CAB) CAB conducted an Emergency meeting in June call by the Mayor to address Social and Racial unrest after the murders of Mr. Ahmaud Arbery, Mr. George Floyd and Ms. Breonna Taylor. The major issues continue to be the deadly/negative interactions and encounters of Law Enforcement and Communities of Color across the country. The lack of Trust remains the top concern with for Communities of Color.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

2020 – Seven (8) meetings were canceled. Three (4) meetings were canceled because of COVID-19, two (2) were canceled due to Media Technical difficulty and scheduling conflicts. Two (2) meeting was canceled due to lack of quorum. The City's Media switched Media Platforms providers multiple times.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

- Assisted in the creation of three (3) New Policies for SDPD.
- Continued the Conversation with Law Enforcement regarding CAB 30 Recommendations.
- Community/Law Enforcement Online Webinar to address ongoing concerns.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

None

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

Yes, the process of approval for a new Board or Commission member must be expedited. Prior to COVID-19 the process could take six months before coming to City Council for approval.

-Create a Community/Law Enforcement Survey

-Create a Community/Law Enforcement Online Webinar with SDPD and communities regarding CAB Recommendations and any other concerns

-Create a Board communication plan

-Create a Board Leadership Development Plan

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

1500 hours.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

Estimate 270 to 300 hours by Board members this year.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
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Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

Citizens Equal Opportunity Commission (CEOC) monitors and evaluates the Equal Opportunity Program of the City. The Commission advises and makes recommendations to the Mayor, City Council, Civil Service Commission and other appropriate agencies of City government. CEOC assists in the recruitment of competent historically under-represented, women and disabled and promotes the City of San Diego as an Equal Opportunity Employer of individuals and firms desiring to contract with the City.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

Participated in meetings and interviews with BBC Research and Consulting as stakeholders during the disparity study data collection process.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

1/16/2020 Retreat and 7 monthly meetings were held to discuss strategic planning and the disparity study. The Commission heard a presentation from Eddie Reynoso, Executive Director, Equality Business Alliance and Michelle Burkart, Principal, Diversity Supplier Alliance on Local and National Impact Economic Impact of the LGBT Community. The Commission also discussed best employment practices for the City of San Diego and researched other municipalities that employ a Chief Diversity Officer.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

6 cancellations in 2020 due to COVID-19 and the temporary lack of an electronic meeting software.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

Primary focus was active participation in meetings and interviews as stakeholders in the disparity study data collection.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

5

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

Please provide nominations and appointments timely for a full commission. The newly created Office of Race and Equity should interface with this Commission and streamline objectives, outcomes, data collection and reporting to measure goals.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

15-20 hours per month.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

8-12 hours per month

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
(See attached)	CEOC Annual Commissioner Retreat – San Diego Central Library	1/16/2020

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

Since 2006, the Commission on Gang Prevention & Intervention has supported community initiatives, researched best practices and resources, and made recommendations to the Mayor and City Council on reducing the impact of gang violence in our neighborhoods. The Strategic Action Plan has emphasized collaboration as a fundamental approach to prevention and intervention of gang-related crime. A broad range of stakeholders partnered across systems, disciplines, and communities to promote initiatives on five areas of focus: 1) employment training and placement, 2) integration of services, 3) youth activities, 4) early intervention, and 5) collaborative accountability. The spectrum of resources, research data, and working relationships emerging from this collaborative culture strengthened the comprehensive response to addressing gang violence in the City.

Each iteration of the Commission's Strategic Action Plan is an opportunity to review, reaffirm, and recommit to a shared effort at reducing gang violence. The challenge inherent in this process is to continue building on the knowledge and collaboration generated over the Commission's 14 years of work. The Strategic Action Plan has been guided by a consistent mission to work with communities and agencies to meet emerging issues and seek appropriate responses.

In addition, families devastated by crime and loss, grassroots leaders, and faith-based communities consistently identified a need for improved access to mental health and other support services. It is the consensus of the community that these services should be grounded in trauma-informed practice, be culturally aware, and incorporate restorative justice principles. These priorities are consistent with best practices for impacting gangs and gang violence and are broadly advocated throughout the City of San Diego.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

2 Recommendations submitted.

The Commission on Gang Prevention and Intervention voted on September 9, 2019 to recommend to the Mayor and City Council that all civil gang injunctions be eliminated in the city of San Diego.

On November 4, 2019 the Commission voted in favor of changing the Municipal Code 26.1902 (e) So that the officeholder is expected to send a representative in their place when the officeholder is not able to attend. The representative shall be able to deliberate and vote on any matter before the Commission, and the representative will count in determining whether a quorum is present.

The work of the CGPI continues to be an example of successful collaboration between law enforcement, communities, elected officials, and appointed Commissioners. The Strategic Action Plan serves as a guide for the work of the CGPI, and all of the Commissions deserve credit for their contributions every day that improve their communities, the City, and the region. We look forward to implementing initiatives that will make a difference in the lives of young people. The Commissioners are committed to this collaborative approach which will bring together a collective strength as we advocate for programs, resources, and opportunities for at-risk youth in San Diego.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

We have a total of 6 commission meetings on a bi-monthly basis.

Along with monthly sub-committee meetings. Our Youth Sub-Committee, Gang Documentation Sub-Committee, and Human Trafficking Sub-Committee.

We also have 12 Community Assistance Support Team meetings. We meet monthly to update each other on gang activity throughout the City.

Community Wraparound meeting are held weekly to provide wraparound services to gang involved youth and families.

Our Mobile Response team is available 24/7 around the clock to respond to all violent incidents that occur throughout San Diego to assist the families impacted by the violence with supportive services.

Our current grants support youth and families daily with mentoring and supportive services.

We also host 3 community walks every month in areas impacted by violence.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

Due to COVID- 19 most of our meetings have gone virtual.

With the exception of our Mobile Response Team.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

All of our Commissioners have adopted key performance indicators listed on our Tactical Plan to ensure that the Commission stays in line with our objectives, strategies and overall Mission and Vision. (please see Tactical Plan)

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

We have 5 that will be in transition this year.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?
Follow up on the recommendations made. We would also like their participation and attendance in any of our community programs along with our yearly Community Mentors Summit.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.
40 plus weekly and weekends depending on incidents that occur.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.
Around 2000 hours for the year.

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
	District Attorney Gifts for Families	12/19/2020
	Probation Bikes for youth	12/7/2020
	CAST Walk N Knock	7/24/2020

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The mission of the Community Review Board on Police Practices (CRB) is to review and Evaluate Internal Affairs investigations of citizens' complaints filed against members of the San Diego Police Department (SDPD) to ensure that the investigations were done fairly, thoroughly, and completely. The CRB also reviews all deaths occurring while a person is in the custody of the San Diego Police Department and all officer-related shootings. Additionally, the CRB evaluates the administration of discipline arising from such complaints and makes policy and procedural recommendations to SDPD.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

In 2020, the CRB deliberated and closed 84 Category I cases that were investigated by SDPD's Internal Affairs Unit, audited 20 Category II cases that were investigated by SDPD Command and evaluated the disciplinary action SDPD made against officers with sustained findings in 7 cases. Additionally, the CRB made the following policy recommendations to City Officials and/or SDPD's Chief of Police: 1) Adopt a De-Escalation Policy and use the Baltimore Police Department's Policy as a Model, 2) Revise or Rescind Section 56.30 of the Municipal Code on Seditious Language and Discontinue SDPD Citations, 3) SDPD establish a policy that would prohibit officers from viewing surveillance videos or body worn camera (BWC) videos of other officers prior to being interviewed by Internal Affairs.

In August 2020, in preparation for the passage of Measure B that would change the CRB to a new Commission on Police Practices, the CRB created an ad hoc Transition Planning Committee to ensure a smooth transition of the CRB to the Commission on Police Practices. The Committee met every Friday, through the end of December 2020, to discuss and draft a budget, timeline, elements for an interim ordinance, interim standard operating procedures, and interim bylaws. Stakeholders were invited to the meetings for feedback on the creation of the documents. The intent of the Committee is to ensure that the Commission continues to provide oversight of cases, without interruption, after the Commission is chaptered by the Secretary of State, while the implementation ordinance is drafted.

The CRB's Outreach Committee collaborated with San Diegans for Justice to hold a series of community forums to solicit input and engage the community in the process of developing the new Commission. To date, more than 50 community groups have participated in virtual forums or have provided feedback by email. Due to the pandemic, the CRB saw a decrease in the number of outreach events and activities as it shifted to virtual meetings.

The CRB began a new process of drafting redacted summaries of all cases reviewed by the Board with the intent of publishing the redacted summaries. This will greatly enhance the transparency of the Board's decisions on cases.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

In 2020, the CRB met 18 times in Closed Session and 9 times in Open Session for business with most of the meetings occurring virtually on MS Teams and then Zoom. In addition to its regularly scheduled meetings, the CRB held one community/working retreat and two special meetings. The February 22, 2020 retreat focused on the development of the Board's fiscal year 2021 work plan, a community panel that shared different community perspectives/experiences with law enforcement, and an educational presentation on laws of arrest, probable cause, and detention.

The CRB also held 2 special meetings on its recommendations for SDPD to adopt a de-escalation policy, protest policy, and an educational presentation on the charter amendment to establish a Commission on Police Practices.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

In 2020, the Community Review Board on Police Practices cancelled 9 closed meetings (4 months) and 2 open meetings. The reason for the cancellations was due to the pandemic, public meetings were cancelled and facilities to hold the meetings were closed.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

In 2020, the CRB had approximately 7 vacancies. As of December 2020, due to new appointments made to the CRB, the number of vacancies on the CRB decreased to 3. The CRB has no representation from District 8. We are hoping that we have more opportunities for the community when the CRB transitions to the Commission on Police Practices.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

As of December 2020, the CRB has 3 members serving on terms that expired. However, due to the ongoing pandemic, the CRB has been faced with a large backlog of cases assigned to the CRB teams for case review. With the intermittent shutdown of case review in Internal Affairs and the training of several newly appointed members, the CRB need as many seasoned members for case review and training purposes as possible so that cases are reviewed in a timely manner. The 3 members who are serving on expired terms continue to serve to assist with case review, training, and ensuring that the Board has a quorum to conduct business.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

- Timely appointment of Executive Director to ensure seamless transition in employment and continuity of management of the new Commission
- Approval of interim procedures to ensure that the work of the new Commission can continue uninterrupted
- Approval of an initial budget (for the current fiscal year) to include office space, furniture and equipment; legal counsel, and staff (Executive Director, Executive Assistant, Complaints Coordinator, and Program Manager for Community Engagement)
- Continue community engagement in the process of developing the commission to ensure the community voice is represented and to establish a foundation of trust in the new commission.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

The number of hours for the CRB's Executive Director was approximately 4,480 hours, 400 hours for the Administrative Aide, and 102.50 hours for the Intern. Due to the pandemic's effect on the budget, the Administrative Aide position was eliminated in early 2020.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by board members.

Members of the CRB reported approximately 3,249.17 hours of participation in CRB duties and educational opportunities. Of the hours reported, 110 hours were spent in training (Community Workshops, Inside SDPD, PERT, Ride-Alongs, SDPD Menu Training, Tours, CRB Retreat); 94 hours in Conferences/Seminars; 29.90 hours in Community Outreach Events; 1,496.78 hours in case review; 1,099.83 hours in Meetings (CRB Board and Committee Meetings, Community Meetings, Meetings with Officials); and 417.66 hours in other CRB Duties (Administrative Duties, Committee Assignments, Emails and News Articles, Presentations).

Three board members attended the virtual NACOLE Conference which consisted of over thirty 90-minute sessions. Due to budget constraints, those members paid out of pocket to attend the conference.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities.

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT

 Doug Case of the Community Review Board and others comment on new SDPD de-escalation practices Author: **cbs8.com** Published: **7:03 PM PDT June 24, 2020** Updated: **7:01 PM PDT June 24, 2020**	CRB was actively involved in the research and recommendation for SDPD to adopt a de-escalation policy.	6/24/2020
	CRB Training Academy for New Members (One of 6 components)	January 2020
	CRB staffed a table at the Alliance All Peoples Celebration for MLK Day	January 20, 2020

		CRB Open Public Meeting	January 21, 2020



Ethics Commission

ANNUAL REPORT
2020

MISSION STATEMENT

To preserve public confidence in our City government through education, advice, and the prompt and fair enforcement of local governmental ethics laws.

DUTIES AND RESPONSIBILITIES

The City of San Diego Ethics Commission is responsible for monitoring, administering, and enforcing the City's governmental ethics laws; conducting audits and investigations; providing formal and informal advice to persons who fall within the jurisdiction of the Commission; conducting training sessions for the regulated community; and proposing governmental ethics law reforms.

Governmental ethics laws include the Ethics Ordinance, the Election Campaign Control Ordinance, and the Municipal Lobbying Ordinance. The Commission accepts complaints regarding alleged violations of laws within its jurisdiction and protects individuals from retaliation for reporting violations. The Commission may impose fines up to $5,000 for each violation of local governmental ethics laws.

Persons who fell within the jurisdiction of the Commission in 2020 include the following:

- Mayor, Councilmembers, City Attorney, and their respective staffs
- Unclassified managerial employees, including employees of City agencies who file Statements of Economic Interests
- City candidates, political committees, and campaign treasurers
- Members of boards and commissions who file Statements of Economic Interests
- Consultants who file Statements of Economic Interests
- Lobbyists, Lobbying Firms, Organization Lobbyists, and Expenditure Lobbyists

The Commission is an independent City department that does not report to the Mayor or City Council. Instead, Commission staff reports directly to the Commissioners, who are appointed by the Mayor and City Council to serve four-year terms.

2020 COMMISSIONERS AND STAFF

Chair
Sid Voorakkara

Vice Chair
Thomas Hebrank

Commissioners
William Baber
Fred Kosmo
Alex Kreit (left office July 21, 2020)
David Potter
Caridad Sanchez

Staff
Stacey Fulhorst, Executive Director
Rosalba Gomez, Audit Program Manager
Stephen Ross, Education Program Manager
Ryan O'Connor, Education Program Manager
Kristina Gagné, Investigative Program Manager
Victoria Velasquez, Program Coordinator

General Counsel
Christina Cameron, Esq.
Devaney Pate Morris & Cameron LLP

EDUCATION AND OUTREACH

The Commission continued to make education and outreach top priorities during 2020. Specifically, the Commission made the following efforts to educate City Officials regarding the various provisions of the City's Ethics Ordinance:

- The staff conducted a live training session on the Ethics Ordinance for the office of the newly-elected Mayor and a refresher training session for Council District 6.

- The staff conducted four live training sessions on the Ethics Ordinance for unclassified management employees of the City in January, April, July, and October.

- In August, the staff conducted a live training for the Historical Resources Board with special emphasis on issues related to the jurisdiction of this agency.

- In September, the staff conducted live trainings for the outgoing staff of the Mayor and Council Districts 1, 3, 5, 7, and 9 concerning the City's post-employment lobbying restrictions.

- Approximately 500 City Officials (primarily City consultants and volunteer members of City boards and commissions) obtained training on the City's Ethics Ordinance via the Commission's online program.

- The staff responded to approximately 200 requests for informal advice from City Officials regarding compliance with the City's Ethics Ordinance.

- The staff monitored changes to state ethics laws that impacted corresponding local laws and notified City Officials about these changes.

- The staff updated five previously-issued Fact Sheets concerning various provisions of the City's ethics laws.

In addition, the Commission undertook the following efforts to educate City candidates and political committees on the City's campaign laws:

- The staff responded to more than 120 requests for informal assistance from City candidates and treasurers, as well as various political committees participating in City elections.

- Commission staff monitored changes to state laws concerning campaign advertising disclosures and updated the Commission's advertising charts to reflect these changes.

- The staff updated eight previously-issued Fact Sheets concerning various aspects of the City's campaign laws.

During 2020, the Commission made the following efforts to educate lobbying firms and organizations on the City's lobbying laws:

- In January, Commission staff conducted a training on the City's lobbying laws for the Chamber of Commerce.

- Commission staff responded to approximately 60 requests for informal advice and assistance concerning the City's lobbying laws.

- The staff periodically updated a list of candidates and committees active in the 2020 election cycles to assist lobbyists with the disclosure of campaign activities on their quarterly reports.

Finally, the Commission's education and outreach efforts during 2020 included the following:

- In order to provide the public with information regarding the persons and entities largely funding the committees that support or oppose City candidates and measures, the Commission maintained a list on its website of each committee's $10,000+ donors, the amount contributed, and occupation and employer information when applicable.

- The Commission frequently updated its website (www.sandiego.gov/ethics) to provide the public with timely information regarding Commission meetings, legislative proposals, educational efforts, and enforcement activities.

- The Commission continued to disseminate information to the public, the regulated community, City Officials, and the media, via the Commission's Twitter account and three "interested persons" e-mail lists: one for campaign finance issues, one for ethics issues, and one for lobbying issues.

LEGISLATIVE PROPOSALS

During 2020, the Commission reviewed its Audit Manual with a view toward updating the criteria for selection of candidate and ballot measure committees for audit. Because the Audit Manual had not been updated since 2007, the Commission considered inflation as well as increases in contribution limits (District limit rose from $270 in 2007 to $600 in 2020, and Citywide limit rose from $320 in 2007 to $1,150 in 2020). In order to ensure that the Commission's audit program is focused on committees with significant financial activity, as opposed to novice/grassroots committees, the Commission recommended modifying the financial thresholds and selection percentages for candidate and ballot measure committees as follows:

Level of Financial Activity	Candidate Committees	Ballot Measure Committees
$100,000 or more	~~75%~~ 100%	~~75%~~ 100%
$50,000 - $99,999	~~50%~~ 75%	~~50%~~ 75%
~~$10,000~~ $15,000 - $49,999	~~50%~~ 25%	~~50%~~ 25%

The proposed updates also included housekeeping amendments necessary to reflect updates to state law, local law, and auditing standards that are referenced in the Audit Manual.

The amendments were approved by the City Council Rules Committee on October 9, 2020, and by the full City Council on October 27, 2020.

AUDIT PROGRAM

On September 12, 2019, the Commission conducted a random drawing of committees from the 2018 election cycle and selected the following candidate committees for audit:

- Neal Arthur for Council 2018
- Jordan Beane for City Council 2018
- Dr. Jen Campbell for City Council 2018
- Public Integrity League Opposed to Jen Campbell for City Council 2018, sponsored by The Lincoln Club of San Diego County
- Cate for Council 2018
- Independent Leadership Coalition Supporting Chris Cate for Council 2018, sponsored by and with major funding from the San Diego Regional Chamber of Commerce Political Action Committee and the Lincoln Club of San Diego County
- Tommy Hough for City Council 2018
- Antonio Martinez for City Council 2018
- Working Families for a Better San Diego, sponsored by Working Families Council, supporting Antonio Martinez for City Council 2018
- Monica Montgomery for City Council 2018
- We the People for Monica Montgomery D4 City Council 2018
- Vivian Moreno for City Council 2018
- Bryan Pease for City Council 2018
- Lorie Zapf for Council 2018

In addition, the following ballot measure committees were chosen at the random drawing:

- GOAL San Diego: Yes on E, No on G, sponsored by MLS SD Pursuit

- Public Land, Public Benefit, No on E, Yes on G, a coalition of San Diego taxpayers, community planners, local business, and education, park & environmental advocates
- San Diegans for the Common Good
- Stand for Jobs, Stop the Vacation Rental Ban. Supported by Share San Diego. Committee major funding from AirBnB, Expedia.
- Yes! For a Better San Diego - supported by a coalition of downtown tourism and lodging organizations, civic and community activists, organized labor, and homeless advocates. Sponsored by the San Diego Lodging Industry Association, the San Diego Regional Chamber of Commerce and the San Diego Imperial Counties Labor Council

During 2020, the Audit Program Manager completed the audits of ten candidate committees:

- Neal Arthur for Council 2018
- Dr. Jen Campbell for City Council 2018
- Public Integrity League Opposed to Jen Campbell for City Council 2018, sponsored by The Lincoln Club of San Diego County
- Cate for Council 2018
- Independent Leadership Coalition Supporting Chris Cate for Council 2018, sponsored by and with major funding from the San Diego Regional Chamber of Commerce Political Action Committee and the Lincoln Club of San Diego County
- Antonio Martinez for City Council 2018
- Working Families for a Better San Diego, sponsored by Working Families Council, supporting Antonio Martinez for City Council 2018
- Monica Montgomery for City Council 2018
- Vivian Moreno for City Council 2018
- Lorie Zapf for Council 2018

In addition, the Audit Program Manager completed the audit of one ballot measure committee:

- GOAL San Diego: Yes on E, No on G, sponsored by MLS SD Pursuit

The Commission anticipates that the audits of the remaining four candidate committees and four ballot measure committees will be completed before the September 2021 audit drawing of committees active in the 2020 election cycle.

ENFORCEMENT – STATISTICS

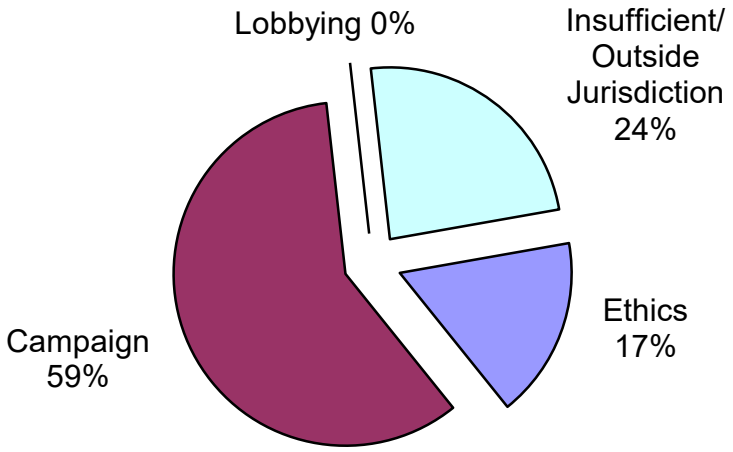
Number of Complaints

During 2020, the Commission processed a total of 41 complaints. These complaints were submitted by way of written complaint forms, letters, memos, e-mails, and telephone calls. They were presented by third parties and other governmental agencies, as well as Commission staff. Three of the complainants were anonymous.

Types of Complaints

Complaints processed by the Commission in 2020 concern alleged violations of law as follows:

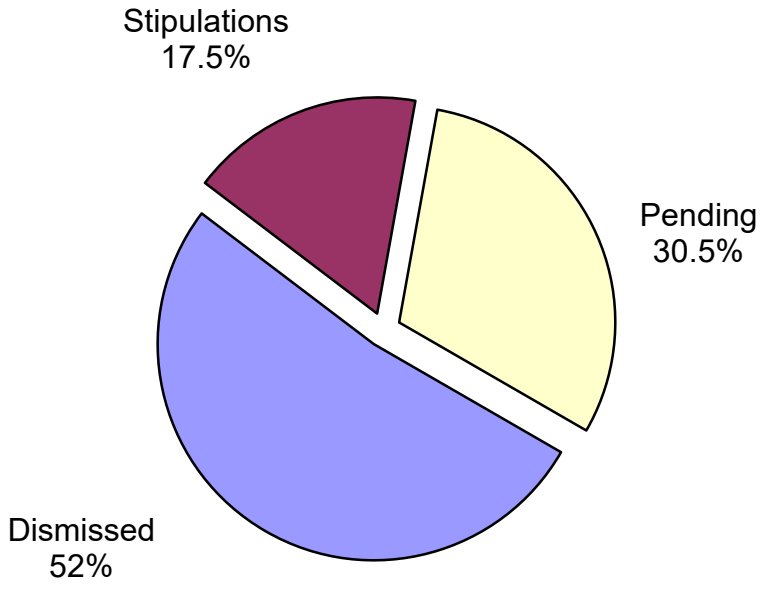
- 24 complaints alleged a violation of the Election Campaign Control Ordinance;
- 7 complaints alleged a violation of the Ethics Ordinance;
- 0 complaints alleged a violation of the Lobbying Ordinance; and
- 10 complaints contained insufficient information to support an allegation or alleged a violation outside of the Commission's jurisdiction.



Investigations

Out of the 41 complaints processed by the Commission during 2020, 21 were approved for investigation. These 21 cases, together with 2 cases approved for investigation but not resolved in previous years, resulted in the following disposition during 2020:

- 12 matters were ultimately dismissed by the Commission after considering the results of staff investigations;
- 4 matters resulted in stipulated settlement agreements; and
- 7 matters are currently pending.



ENFORCEMENT – STIPULATIONS

During 2020, the Commission entered into four stipulated settlements, all of which concerned violations of the City's campaign laws:

- Raul Campillo, a candidate for City Council District 7, paid a $1,000 fine for disseminating four campaign advertisements that did not include a proper "paid for by" disclosure.

- Ross Naismith, a candidate for City Council District 9, paid a $250 fine for disseminating campaign literature that did not comply with the City's "paid for by" disclosure requirements.

- Wendy Wheatcroft, a candidate for City Council District 7, paid a $500 fine for disseminating two campaign advertisements without a proper "paid for by" disclosure.

- Noli Zosa, a candidate for City Council District 7, paid a $500 fine after sending emails to City employees at their City email addresses that included solicitations for campaign contributions.

All fines are paid to the City of San Diego's General Fund and are not credited to the Commission's operating budget.

ENFORCEMENT – HEARINGS

In April of 2016, following an Administrative Hearing, the Commission issued an Administrative Enforcement Order that requires Advantage Towing Company and Ayman Arekat to pay a $128,000 fine for laundering campaign contributions through company employees to three different mayoral candidates in the 2012 election cycle.

On July 25, 2016, Advantage Towing and Mr. Arekat filed a Petition for Writ of Mandate with the San Diego Superior Court, and on September 13, 2017, they served the City with the Petition. During 2018, the Commission prepared the extensive administrative record and on July 12, 2019, the Court heard the matter and denied the Petition. In particular, the Court found that the City's campaign laws are constitutional and that it was legally permissible for the Commission to hold both Mr. Arekat and Advantage Towing responsible for the violations. In response to a request from Advantage Towing and Mr. Arekat, the Court issued a Statement of Decision on October 15, 2019, explaining in detail the basis for the denial.

On December 13, 2019, Advantage Towing and Mr. Arekat filed a Notice of Appeal; however, on December 1, 2020, the Court of Appeal dismissed the matter after the Appellant failed to file an opening brief.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

Supervision and control over all trust, perpetuity, and investment funds of the City and such pension funds as shall be placed in its custody. See San Diego City Charter Section 41(a).

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

During the February 19 Funds Commission meeting, the Commission voted to table a motion on a new fund manager proposed by the investment advisor, Canterbury Consulting.

During the May 26 Funds Commission meeting, the Commission voted to reject the new fund manager proposed by Canterbury Consulting during the February 19 meeting. The Commission also voted to accept a change to the Investment Policy for all funds except Cemetery Perpetuity Fund, which was proposed by the new investment advisor, Milliman Advisors. Milliman was to update other proposed changes to bring before the Commission at a future meeting.

During the September 3 Funds Commission meeting, the Commission voted to accept the remaining changes to the Investment Policy for all funds except Cemetery Perpetuity Fund, which was proposed by Milliman Advisors.

During the November 10 Funds Commission meeting, the Commission voted to consolidate investment managers in accordance with a proposal put forth by Milliman Advisors.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

There were four (4) Funds Commission meetings during calendar year 2020 that occurred on the following dates: February 19, May 26, September 3, and November 10.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

Zero (0) cancellations

AVAILABLE OPPORTUNITIES

~~**Please write a summary of the actions taken by the Advisory Board that year.**~~

One current vacant position (bank official); two (2) unclassified citizen commissioners are currently serving on expired terms and one (1) has not eligible for reappointment since January 28, 2018, and the other is not eligible for reappointment as of January 28, 2021.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

One (1) commissioner, David Tam, is currently serving on an expired term and is not eligible for reappointment.

One (1) commissioner, John Peelle, is currently serving on an expired term and will not be eligible for reappointment as of January 27, 2021.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

From City Attorney Mara Elliott: "I do not believe it makes sense to have the City Attorney as an ex officio member, and it doesn't make sense for the City Attorney or the Treasurer to vote. It does makes sense for my office to advise the commission, though. We believe the Charter should be amended to remove the City Attorney and the Treasurer from this Commission."

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Executive Secretary to the City Treasurer – approximately 80 hours
Deputy City Attorney – approximately 15 hours
Office of Boards and Commissions liaison – approximately 120 hours

Total estimated hours spent annually on Commission by City staff: 215 hours

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

All Commissioners – 6 hours for meetings x 5 commissioners = 30 hours on meetings
Mara – 6 hours outside of meetings
David – 6 hours outside of meetings
Liz – 66 hours outside of meetings
John – 5 hours outside of meetings
Bruce – 6 hours outside of meetings

Total estimated hours spent annually on Commission by commissioners: 119 hours

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
n/a – Funds Commission is not an Advisory Board and serves in a strictly administrative function	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

Horton Plaza Theatres Foundation was established by the City of San Diego in 1983. Redevelopment Agency of the City of San Diego Resolution No 1102 and 1104 were adopted on June 11, 1985. The Articles of Incorporation state the mission and duties of HPTF as follows: To establish, operate, and maintain one or more legitimate theatres in the City of San Diego, State of California, for the production and presentation of dramatic, musical and artistic works and for the promotion either alone or in cooperation with other nonprofit organizations or governmental entities, of theatre and fine arts in the City of San Diego, through educational, cultural, and artistic programs.

I was unable to find a Muni Code for HPTF.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

During Fiscal Year 2020, HPTF Board approved operating budgets; accepted financials for HPTF and the San Diego Repertory Theatre; approved meeting minutes; work with the Commission for Arts & Culture on annual funding; approved annual audit and tax returns for the organization; held election of officers; approved corporation committees and annual calendar; and approved and accepted various schedules and reports provided to HPTF by the San Diego Repertory Theatre.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

HPTF holds quarterly board of director meetings via Zoom– the third Tuesday of January, April, July, and October of each year. January's meeting focuses on the annual upcoming fiscal year budget and for funding from the City. April's meeting is the annual meeting and focuses on election of officers, committees, and calendar; and various annual reports required of the San Diego Repertory Theatre. July's meeting focuses on budget. October's meeting focuses on the annual audit and tax returns. In FY120, we held a special board meeting to discuss City funding cuts and to renegotiate with the San Diego Repertory Theatres.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

There were no cancelled meetings in FY20.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

HPTF consist of seven board members – four appointed by City Council and three appointed by the owner of Horton Plaza.

Board members advise and direct the Executive Director, and approve reports submitted by the tenant.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

HPTF has three members whose terms have expired. Suzanne Varco and Gina M. Jackson have termed out. Larry Marshall's term has expired, but he can be appointed for another three-year term.

HPTF Bylaws allow for the members to continue to serve on the board until a new appointments by City Council are appointed. Due to Covid-19 and decrease of annual funding from the City, HPTF faced challenges that required fully informed board members. Therefore, HPTF requested no appointments be filled at this time.

HPTF brought on two advisory members in order to educate them for future appointments.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

Not at this time.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

City staff assists HPTF approximately ten hours a year for funding and reconciliation of funding.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

The Executive Committee (comprised of President, Vice President, Treasurer, Secretary) typically spend eight (8) hours a year; the other directors spend six (6). However, the Ad Hoc Committee Members (comprised of President, Vice President, Treasurer) have spend an additional 20 hours working on the agreement negotiations with the San Diego Repertory Theatre.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT

Due to Covid-19, HPTF is not meeting in person; rather over Zoom.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

Human Relations Commission

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

Advise the Mayor, City Council, and City Manager on the rights of every inhabitant of the City of San Diego to equal economic, political, and educational opportunity, to equal accommodations in all business establishments in the City, and to equal service and protection by public agencies. The Commission shall give effect to such rights to eliminate prejudice and discrimination because of race, religion, color, national origin or ancestry, age, gender, sexual orientation, disability, medical condition, place of birth, citizenship, marital status, military service, or any other characteristic protected by applicable federal, state, or local laws, and shall advise the Mayor, City Council, and City Manager on methods to inform the inhabitants of the City of San Diego of developments in human relations. The Commission shall also provide expert advice and assistance to the Mayor, City Council, and the City Manager in order that all officers, agencies, boards, departments, and employees of the City of San Diego may take ameliorative steps to enhance peace and good order, and provide equal opportunity for and good will toward all people. Further, the Commission may recommend use of mediation and/or conciliation processes to attempt to eliminate alleged unfair or unlawful discriminatory practices as defined herein.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

- Equity statement from HRC regarding current events
- Action to support SDPD de-escalation proposal
- Letter of support for Tribal Communities during COVID-19
- Black Lives Matter – Letter to San Diego Police Department
- Letter of Support to make Juneteenth a national holiday
- Serra High School Renaming
- US Postal Stamp Honoring Drag Icons Johnson, Rivera, Sarria
- Border Wall Harming Kumeyaay Burial Sites

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The HRC typically meets the third Wednesday of every month at 5:30pm-7:30pm

HRC plays a vital role in promoting community understanding and open communication. Its functions and duties are to foster mutual self-respect and to further amicable relations among the various segments of the population within the city of San Diego; to help make it possible for each citizen, regardless of race, religion, creed, color, ancestry, national origin, sex, sexual orientation, gender identity, age, disability, political affiliation, marital status, familial status, income, or educational level to develop their talents and abilities without limitation. In addition to action items as outlined above, the Human Relations Commission (HRC) routinely has a stakeholder presentation on an agenda. Examples include:

- Danell Scarborough, California Association of Human Relations Organizations (CAHRO)
- Rita Fernandez, Immigrant Affairs Manager
- Sam Tsoi, Alliance San Diego
- Kate Clark, Jewish Family Service of San Diego
- Rashid Essa, International Rescue Committee
- Daniel Enmark, San Diego Workforce Partnership

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

Jan, Feb, March, April were cancelled. March and April were cancelled due to COVID-19.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

HRC collaborates across boards and commissions, as well as internal and external stakeholders, to continue to work towards its mission, as well as continued focus on immigrations affairs, the Office of Race and Equity, and the City's Diversity, Equity, and Inclusion (DEI) efforts.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

n/a

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

n/a

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

4-8 hours per week

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.
4 hours per month

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The Public Utilities Department's Independent Rates Oversight Committee (IROC) was established to serve as the official advisory body to the Mayor and City Council on issues relating to the oversight of the City of San Diego's water and wastewater services. IROC will assist the City in tracking and reviewing the use of rate proceeds to advance the capital improvements related to the rate packages and work programs adopted by the City Council. IROC will also oversee and advise on planning and operations including, but not limited to, resource management, cost effectiveness, planned expenditures, service delivery methods, public awareness and outreach efforts, and the City's efforts to provide high quality and affordable services.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

The action items during FY20 mainly included the following:
Approval of full IROC meeting minutes; Creation of the Ad Hoc Committee to draft the IROC Annual Report; Adoption of the IROC Annual Report and recommendations; Adoption of the IROC Annual Work Plan (Plan); Selection of the new IROC Chair and Vice Chair; and Selection of the new subcommittee Chairs and members for all 3 subcommittees (Finance, Infrastructure & Operations, and Outreach & Communications).

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

In FY20, there were six full IROC meetings and six subcommittee meetings. Based on the FY20 Plan, IROC meetings were centered around three areas of focus, including Finance, Infrastructure & Operations, and Outreach & Communications corresponding to the three subcommittees of IROC. While each subcommittee has its areas of focus in the Plan, overall responsibility for the Plan rests with the full IROC and many of the individual tasks in the areas of focus were addressed by the full IROC in conjunction with the individual subcommittees.

I. Finance Areas of Focus

1. **Cost of Service Studies (COSS)**
2. **Pure Water San Diego Program**
3. **Water Fund Sustainability and Affordability**
4. **Budget Review, Performance Audits, and Financial Reporting Improvements**
5. **Water Use and Sales**
6. **Advanced Metering Infrastructure (AMI) Program**

II. Infrastructure & Operations Areas of Focus

1. **Review upcoming system condition studies and analyses to gauge the current infrastructure needs**
2. **Monitor the implementation of the on-going infrastructure replacement plans, including the CIP, and its budget and timing**
3. **Evaluate City planning efforts for a sustainable long-term water supply**
4. **Participate in Oversight Committee for Water Supply Plan**
5. **Recommend targeted audits relating to infrastructure and operations**
6. **Review operations of the Water and Wastewater systems that have the most impact on system performance, infrastructure sustainability and rates**
7. **Monitor the Department's Energy Management Efforts**

III. Outreach & Communications Areas of Focus

1. **Department Branding Effort**
2. **Pure Water San Diego Program Outreach**
3. **External Affairs Activities**
4. **Engage Elected Officials**
5. **Customer Care Solutions**
6. **Water Use Efficiency**
7. **Human Resources (HR)**
8. **Facility Tours**

MEETING CANCELATIONS
What are the number of meetings cancelled and what are the reasoning?
Six full IROC and ten subcommittee meetings were cancelled due to a combination of issues mainly resulting from the unprecedented COVID-19 pandemic.

AVAILABLE OPPORTUNITIES
Please write a summary of the actions taken by the Advisory Board that year.
There are eleven IROC positions and only one is vacant.

EXPIRED MEMBERSHIP
What are the number of members serving on expired terms?
We have ten active IROC members and only one vacancy. After April 2021, all ten of the active IROC members will be serving on expired terms.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL
Do you have any suggestions or concerns that you would like to bring to the City Council's attention?
After 1/31/2021, please click here to view IROC FY20 Annual Report for current recommendations.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

We estimate approximately 728 City staff hours for the two primary liaisons who assisted with the administrative duties of IROC. These hours are broken-down as follows:

- **AA II: 2080 x 15% = 312 hours**
- **SMA: 2080 x 20% = 416 hours**
- **312 + 416 = 728 City Staff hours**

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

We estimate approximately 280 volunteer hours for all ten IROC members. These hours are broken-down as follows:

- **Approximately 2 hours (average meeting) x 12 meetings (6 full IROC and 6 subcommittee) x 10 members = 240**
- **Or 2 x 12 x 10 = 240**
- **Plus 40 hours for the draft annual report, Ad Hoc Committee involvement, Council meetings, and Environment committee meetings.**
- **240 + 40 = 280 volunteer hours for all 10 members**

ADVISORY BOARD ACTIVITIES

Pictures of FY 2020 PUD & IROC Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
	Tour of PUD's Miramar Water Treatment Plant	7/15/2019

	Tour of PUD's Miramar Water Treatment Plant	7/15/2019
	Tour of PUD's Miramar Water Treatment Plant	7/15/2019

	Monthly Full IROC Meeting at MOC II	8/19/19

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

(a) Recommend and participate in programs to promote the City of San Diego's standing as a global city, and establish mutually beneficial ties with peoples, governments, organizations, and institutions around the world to promote the global character of San Diego.
(b) Provide advice to the Mayor and Council on how international issues and policies impact San Diego and present an annual report to the Mayor and Council on the Board's activities.
(c) Advise the Mayor and Council regarding diplomatic and protocol activities with the international community, and engage in programs to foster friendly relations, promote San Diego's global economic competitive advantages, build relationships, and advance cultural awareness and better understanding between the City's diverse neighborhoods and the broader world.

d) Confer with the San Diego International Sister Cities Corporation, which analyzes and guides development of Sister City relationships, and make appropriate recommendations to the Mayor and City Council concerning the establishment of additional formal and informal global relationships.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

The IAB is currently working on a Global Strategy that is intended to guide the City of San Diego's international engagement over the next 10 years in a way that is beneficial to all San Diegans. The board has spent time engaging both internal and external stakeholders, as well as members of the community, in order to include their input in the Global Strategy. For purposes of the Global Strategy, the IAB is focused on 5 main pillars:

1. Economic Impact
2. International Engagement
3. Cultural Integration
4. University Capital
5. Environmental Sustainability

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The IAB meets every second Wednesday of the Month from 5:30-6:30pm

Issues Discussed:

- **Promoting International Ties** - Promoting International Business and Investment Opportunities
- **Global Connectivity** - Attract Direct International Air Routes and Foster Airport-to-Airport Collaboration
- **International Events and Tourism** - Attract International Visitors and Events to Generate Local Spending
- **Protocol & Diplomacy** - Welcome International Delegations and Provide Protocol Training
- **Expand Global Education** - Enhance Cross Cultural Competency and Language Proficiency

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

Two meetings were cancelled in April and May 2020 due to COVID-19.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

The International Affairs Board (IAB) of San Diego hosted a public workshop moderated by the University of California, San Diego (UCSD) Design Lab to apply the practice of human-centered design (HCD) to the strategic task of developing a 10-year global vision. Tasked by the Mayor's office to develop a competitive global strategy for the City of San Diego, the IAB has partnered with the UCSD Design Lab and volunteers from Booz Allen Hamilton to conduct initial research and analysis. The UCSD Design Lab, composed of industry practitioners, researchers, and students, provides design thinking expertise to help solve some of the most complex societal issues and to engage IAB board member participation in the global strategy task and synthesize expert opinions into qualitative and quantitative research outputs.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

none

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

n/a

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

6-8 hours per week

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.
4 hours per month

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
	Click or tap here to enter text.	Click or tap to enter a date.
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Office of Boards and Commissions

2020 STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

LA JOLLA SHORES PLANNED DISTRICT ADVISORY BOARD

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

Per 1510.0105(b) of the Municipal Code, it shall be the duty of the La Jolla Shores Planned District Advisory Board (LJSPDAB) to review all applications for permits referred to it including applications for Planned Development Permits for residential development within the La Jolla Shores Planned District and to submit its recommendations or comments on these matters in writing within 30 calendar days to the City Manager.

Additionally, per Development Services Department Information Bulletin 63, the LJSPDAB provides advisory recommendations on projects that propose additions or remodels that increase floor area by over 10 percent. Their input in used to inform Development Services Department staff on whether project of this nature can be determined to be "minor in scope" and processed in accordance with Process One (building permit approval).

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

The LJSPDAB took the following recommendations:

January 20, 2020

- Said Residence – Approved as a major project
- Hronopoulous SDP/NDP – Approved as a major project

February 18, 2020

- Calle Frescota Residence – Approved as minor project
- Espinoza Residence – Approved as a minor project
- Morgan Residence – Approved as major project

May 18, 2020

- Calle del Oro Residence – Approved project
- Espinoza Addition – Approved as a minor project

June 15, 2020

- Development Process Determinations – Approved drafting of a letter to the Development Services Department regarding projects that have bypassed LJSPDAB review

July 20, 2020

- 8423 El Paseo Grande CDP/SDP – Recommended denial of project due to project exceeding bulk and scale of neighboring properties, as well as setbacks and stepbacks being less than neighboring properties

August 26, 2020

- Development Process Determinations – Approved submittal of letter to the Development Services Department regarding projects that have bypassed LJSPDAB review

- Hicks Residence – Approved project
- Katz Residence Remodel and Addition CDP/SDP – Approved project

September 18, 2020
- Barth Addition – Denied as a minor project due to the large increase in square footage and second story addition
- Sinnett CDP/SDP – Approved project

October 21, 2020Approved project
- Whiteman Companion Unit – Approval as a minor project
- 8371 La Jolla Shores – Approval as a minor project

November 23, 2020

Perez Residence Remodel & Addition SDP –
- Bellakaren Companion Unit – No action to lack of 4 affirmative votes
- Odmark Main Residence Addition and Odmark Guest House Addition – approve as a minor project

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The La Jolla Shores Advisory Board typically meets the third Monday of each month. However, due to the switch of conducting online virtual meetings and the need to broadcast these meetings on the City's Youtube channel, there have been conflicts with other meetings running over since only one board meeting can be broadcasted live at a time. During the 2020 calendar year, the LJSPDAB met 9 times. The primary issue that the Advisory Board dealt during this time dealt with the compatibility of new development consisting of single-family home remodels and additions. Another issue that arose this year, relates to several projects that have been approved without review and input from the Advisory Board. A letter was forwarded the Development Services Department for clarification. No response has been provided at this time.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

There were 2 meetings cancellations this year in March and April due to a lack of projects to review. No meetings were cancelled. The Advisory Board is typically adjourned in December.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

See above summary.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

All four members of the Advisory Board are serving on expired terms.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

Remaining members wish to keep active. A concern has been raised regarding the relevancy of the Advisory Board given that the City's recognized Community Planning Group the La Jolla Community Planning Association (LJCPA) has a project review subcommittee that reviews discretionary projects in the same area of purview (La Jolla Shores Planned District). Often times they review the same projects.

Also, Planning staff has expressed the possibility of the Advisory Board being administered under the Development Services Department (DSD), since all of the projects that come before the Advisory Board for a recommendation of approval, minor project (ministerial review), or major project (discretionary review) are all projects that are reviewed by the Development Services Department and contribute directly to their review and approval processes.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Planning staff consisting of one (1) Senior Planner and one (1) Associate Planner spend approximately 8-9 hours per month administering the Advisory Board.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

Advisory Board members spend approximately 6-10 hour per month and members frequently visit project sites outside of meetings on their own time.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
Attachment 1 - Barth Addition_r.pdf	Barth Addition – Denied as a minor project due to the large increase in square footage and second story addition	9/18/2020
Attachment 2 - Sinnet_r.pdf	Sinnett CDP/SDP – Approved project	9/18/2020

Attachment 1 Bellakaren Compantio	Bellakaren Companion Unit – No action to lack of 4 affirmative votes	11/23/2020
Attachment 2 Odmark_r.pdf	Odmark Main Residence Addition and Odmark Guest House Addition – approval as a minor project	11/23/20

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The Board is responsible for considering all policy matters regarding the development and operation of the City's Library system and serves in an advisory capacity to the Mayor and City Council. Each member serves until reappointment or until a successor is appointed.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

None

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

10
Covid-19
Library Reopenings
Budget

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

2 - holidays

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

Click or tap here to enter text.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

0

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

None

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

24 hours

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

168 hours

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
	Click or tap here to enter text.	Click or tap to enter a date.
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Office of Boards and Commissions

2020

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION BAY PARK COMMITTEE

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Mission Bay Park and Improvement Oversight Committees, as established by the Municipal Code?

The Mission Bay Park Committee was chartered by the City Council under San Diego Municipal Code Section 26.30 to serve as an advisory board on matters relating to Mission Bay Park.

The Mission Bay Park Improvement Fund Oversight Committee serves the following roles under City Charter Section 55.

- Act in an advisory capacity to the City Council in all matters pertaining to Mission Bay Park Improvement Funds
- Consider fund allocations and make recommendations with respect to these funds to the City Council and the City Administrator.
- Assist in the planning of parks improvements within the Mission Bay Park Improvement Zone

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Mission Bay Park and Improvement Oversight Committees that year.

The **Mission Bay Park Committee** provided recommendations to the Parks and Recreation Department Director for all Mission Bay Park related to updates; Including new or modified park master plans, special events and Public Works managed deferred maintenance projects

1/7/20 Action 301~ Fall Classic Rowing Regatta event
1/7/20 Action 302 ~ Thrive Half Marathon event
1/7/20 Action 303 ~ Average Joe 5K event
2/4/20 Action 201~ Curfew Implementation at Mission Bay Athletic Fields
2/4/20 Action 301 ~ Girls on the Run 5K event
2/4/20 Action 302 ~ Ballast Point Beach & Brew 5K event
2/4/20 Action 303 ~ Spring into Wellness Family Fair
3/3/20 Action 301 ~ Tritonman Triathlon event
6/2/20 Action 101 ~ San Diego Triathlon Challenge event
6/2/20 Action 102 ~ Walk for Lyme Disease Awareness event
6/2/20 Action 201 ~ Request to support Parks Master Plan
10/6/20 Action 201 ~ Sand fencing project at Ocean Beach Estuary

10/6/20 Action 202 ~ Adjustment in hours for lease dog access
12/1/20 Action 101 ~ San Diego Triathlon Challenge event
12/1/20 Action 102 ~ Standup Paddle Board event
12/1/20 Action 201 ~ Sportsmen's Seafood Company redevelopment

There were 7 **Mission Bay Park Improvement Fund Oversight Committee** meetings. The issues discussed are covered in the action items listed above. In addition, the following Information items were presented to the Committee:

2/4/20 Action 201~ Reallocation of Mission Bay Park Improvement Funds
6/2/20 Action 201~ Reallocation of Mission Bay Park Improvement Funds
10/6/20 Action 201~ Modification of FY21 Capital Improvement Program Budget
10/6/20 Action 202~ Reallocation of Mission Bay Park Improvement Funds

For other action and/or information items visit the following link:
https://www.sandiego.gov/park-and-recreation/general-info/boards/mbpc

ADVISORY BOARD MEETINGS

What are the number of Mission Bay Park and Improvement Oversight Committees meetings and what were the issues discussed?

There were 9 **Mission Bay Park Committee** meetings. The issues discussed are covered in the action items listed above.

1/7/20 Info 501 ~ Sea World 2020 Sundry list
2/4/20 Info 501 ~ De Anza Clean up and improvement project update
3/3/20 Info 501 ~ Mission Beach Storm Drain project
7/7/20 Info 501~ North Cove Comfort Station Design
8/4/20 Info 501 ~ Alvarado Pipeline Extension Project
9/1/20 Workshop 401 ~ Illegal Activities & Community Concerns (Taskforce)
12/1/20 Info 501~ Mission Bay Athletic Area Comfort Station Design
12/1/20 Info 502~ ReWild Mission Bay Project
12/1/20 Info 503~ SANDAG Central Mobility Hub Project

There were 7 **Mission Bay Park Improvement Fund Oversight Committee** meetings. The issues discussed are covered in the action items listed above. In addition, the following Information items were presented to the Committee:

1/7/20 Info 301~ Tecolote Shores Improvements
2/4/20 Info 301~ Mission Bay Improvement Quarterly Project Update
3/3/20 Info 301~ Mission Bay Park Environment Impact Report Update

7/7/20 Info 301~ Mission Bay Park Improvement Quarterly Project Update
7/7/20 Info 302~ Performance Audit of Mission Bay Park Improvement Funds
12/1/20 Info 301~ Mission Bay Park Improvement Quarterly Project Update
12/1/20 Info 302~ Mission Bay Lease Revenue Report

MEETING CANCELATIONS

What are the number of meetings cancelled and what was the reasoning?

There were 3 Mission Bay Park Committee meetings cancelled. The Committee met on the following dates: 1/7/20; 2/4/20; 3/3/20; 6/2/20; 7/7/20; 8/4/20; 9/1/20; 10/6/20; and 12/1/20.

Mission Bay Park Improvement Fund Oversight Committee met its requirement to have quarterly meetings per City Charter Section 55.2. The Committee met on the following dates: 1/7/20; 2/4/20; 3/3/20; 6/2/20; 7/7/20; 10/6/20; and 12/1/20.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

The **Mission Bay Park Committee** provided recommendations to the Parks and Recreation Department Director for all Mission Bay Park related to update; Including new or modified park master plans, special events and Public Works managed deferred maintenance projects.

The **Mission Bay Park Improvement Fund Oversight Committee** oversees and manages the funds generated from Lease Revenues.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

9 of the 11 positions were occupied during 2019.

	Committee Member Name	Representing
1	Judith Munoz	CD2
2	Giovanni Ingolia	CD2
3	Kari Logan	CD6
4	Ron Anderson	CD6
5	David Potter	CD6

6	Darlene Walter	Lessee other that Hotel
7	Jeff Johnson	Member at Large
8	Paul Robinson, Chair	Member At Large
9	Stephanie Smith	Member At Large
10	Vacant	Lessee Hotel
11	Vacant	CD2

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

- Nighttime Curfews for Mission Bay Athletic Field and Fanuel St. Park
- Adjusted hours for leased dogs

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Operations of the Committee and Oversight Committee, including preparing agenda and minutes, reviewing submitted written reports and presentations for agenda items, ensuring items are placed on City webpage, and handling other logistics takes approximately 30 to 40 hours per month depending on size of agenda and what may arise. This is primarily the Mission Bay Park District Manager.

Not tabulated in this total are staff hours associated with preparing reports and presentations to the Committee and Oversight Committee. Primary staff involved in preparing reports are: District Manager, Assistant Deputy Director, Management Analyst, Public Works (project managers, senior engineers, etc.), and Planning (park designers, landscape architects, senior planners, etc.).

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.
Committee members are expected to attend meetings, review written materials in advance of the meeting, and respond to requests from staff to confirm attendance at meetings. Each meeting generally takes between one to two hours generally between 6 and 8 p.m. on the first Tuesday of the month. Travel time to and from the meeting venue likely averages around and 30 minutes for each member (depending on where they live and time of day). Each member likely spends one to two hours reviewing meeting materials prior to the committee or oversight committee meeting. In total, this would account for an average of about four to five hours per month of volunteerism per member, or about 40 hours per month assuming all 11 members are seated, and none are vacant.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Mission Bay Park Committee Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.

No Mission Bay Park Committee or Fund Oversight Committee pictures or photos are available from 2020. We will endeavor to obtain pictures of future activities as appropriate.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The Mobility Board serves as an advisory body to the Mayor and Council on policies and issues related to the City's transportation network. The Board will analyze transportation decision-making in a holistic way to help the City ensure that people driving, walking, bicycling, taking transit, parking, or using other transportation modes will have safe, easy-to-use choices to move around the City. The Board will help ensure the development of the City's transportation network meets the City's Climate Action Plan goals. The Board will provide an annual report to the Mayor and Council detailing the activities and recommendations of the Mobility Board.

San Diego City Charter Sections 43. San Diego Municipal Code, Chapter II, Article 6, Division 00, Sections 26.38 - 26.39 - first adopted 1/11/2019 by O-21031; effective 2/10/2019

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

The Mobility Board took numerous actions in 2020, these include:

- Providing policy input and review of projects presented by staff from Planning, Transportation & Storm Water and Engineering & Capital Projects
- Subcommittee work on, budget, parking, and Vision Zero
- Writing comment letters on issues relevant to the Board's mission, including:
    - Budget
    - Pedestrian Safety Audit Items (Vision Zero Task Force)
    - Parking Policy

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The Mobility Board held eleven (11) meetings in 2020 and discussed a variety of topics related to mobility in the City of San Diego, and with our regional transportation partners, including MTS and SANDAG.

Agendas and Minutes of the meetings are available on the Mobility Board website: https://www.sandiego.gov/mobility-board

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

The April meeting was canceled due to the transition to COVID-19 protocols. In person meetings concluded in March and video meetings started in May.

AVAILABLE OPPORTUNITIES

Please write a summary of the anticipated actions taken by the Advisory Board next year.

The Mobility Board will develop a work plan at its January 2021 meeting.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

Five (5) members of the Mobility Board had terms expire in February 2020. All indicated interest in remaining serving on the Board and extension letters were submitted for Council approval. The remaining five (5) members terms will expire in February 2021.

Term Sheet: https://www.sandiego.gov/sites/default/files/mobility_board_committee_2.pdf

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

For issues, please see previously issued letters to Mayor and City Council on issues for FY 2022 budget development.



COSD Mobility Board FY 2022 Budg

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

City staff estimates about 7-8 hours a month for administration of the Board, this includes coordinating the agenda, preparing meeting materials, posting documents to website, and staffing meetings. Total estimated hours for the year; 90.

VOLUNTEER HOURS

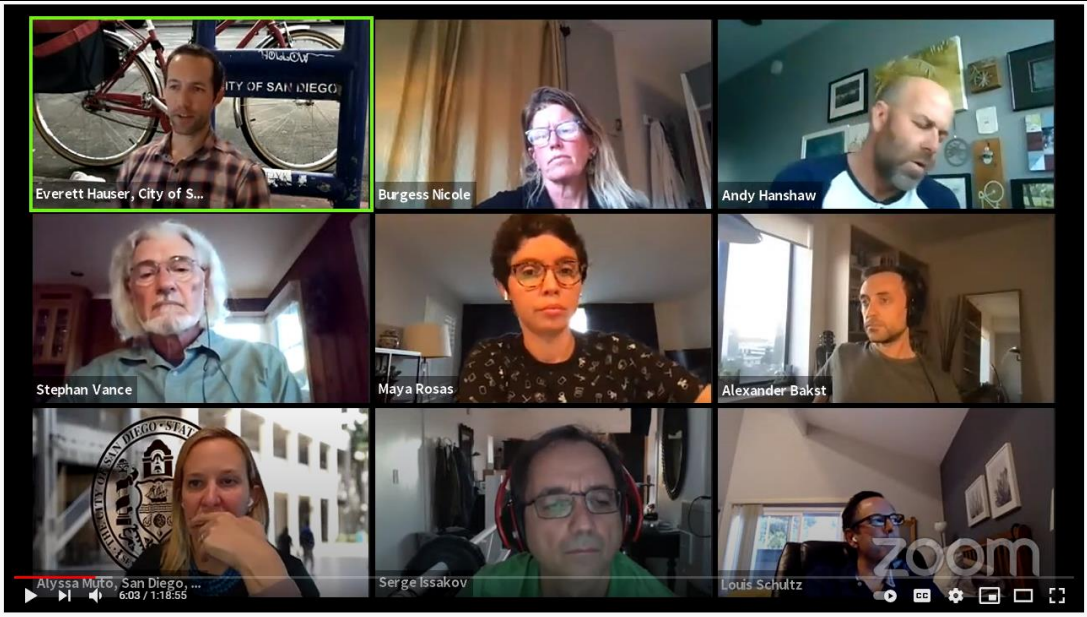
Please provide an estimate of the volunteer hours by commissioners.

Advisory board members estimate they spend between 3-4 hours a month.

Per the original 11, now 10, members this would range between 300-400 hours in 2020.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
 Mobility Board	Meeting of the Mobility Board	12/2/2020

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

ADVISORY BOARD NAME: MUNICIPAL GOLF COMMITTEE

1. MISSION AND DUTIES OF THE ADVISORY BOARD

The mission and duties of the Municipal Golf Committee (MGC) are to advise the Park and Recreation Board, Mayor and City Council on policy issues relating to the acquisition, development, maintenance and operation of the following municipal golf courses: Balboa Park Golf Course, Mission Bay Golf Course and Torrey Pines Golf Course.

Examples of the types of matters that may come before the MGC for recommendation are:

(i) Policy advice on issues facing the Golf Division.

(ii) Recommendations to the Park and Recreation Board on:

1) Golf Division's Yearly Operations Budget
2) Annual update report to the Parks and Recreation Board
3) Capital Improvement Projects
4) Rate Changes
5) Business Plans
6) Golf Enterprise Fund
7) Quality of the golf experience

2. ACTIONS TAKEN BY THE ADVISORY BOARD

Annual Boards and Commission Report – voted unanimously to approve the report and submit to the Office of Board and Commissions.
Interim Chairperson Vote – The committee unanimously approved the appointment of Interim Chairperson Kurt Carlson.

De Anza Revitalization Plan – The committee unanimously voted to have Colin Walshok, committee member, draft a letter highlighting the importance of preserving Mission Bay Golf Course and protecting it from elimination.

3. ADVISORY BOARD MEETINGS

The MGC meets quarterly but can meet more often if needed. In calendar year 2020 the MGC discussed the following items:

- Annual Business Plan Update
- Mission Bay Golf Course Letter of Support
- Golf Operations Updates related to the Covid-19 pandemic
- Brown Act Training
- Vice Chair Selection
- Golf Course Drive Improvement Project

4. MEETING CANCELATIONS

There were no canceled meetings, but all but one was held virtually due to the current pandemic.

5. AVAILABLE OPPORTUNITIES

There are currently three vacant positions on the MGC.

6. EXPIRED MEMBERSHIP

Four of the current eight members terms will expire May of 2021.

7. CONCERNS OR SUGGESTIONS TO BRING TO THE COUNCIL

Municipal golf is an important component to the recreational needs throughout the City of San Diego. It serves a diverse community and provides environmental

benefits that generally are forgotten. When considering projects like the De Anza Revitalization Plan, please remember that Mission Bay Golf Course is an essential component of publicly available golf in San Diego. Many golfers, especially young people, learn to play golf at Mission Bay Golf Course, becoming proficient enough to play Torrey Pines and Balboa. The course also features one of the best practice facilities in the city with excellent instructional resources.

When examining each individual golf course, members have expressed the following:

1. Mission Bay Golf Course: As a group, the Municipal Golf Committee and the golfing public are extremely concerned about the De Anza Revitalization project which is still threatening the viability of the Mission Bay Golf Course and thus access to public golf by San Diegans and other users. The committee has offered ideas such as recognizing the golf course as an environmental resource and certified partner with Audubon International to prove itself as a more sustainable neighbor within the Mission Bay community.

2. Balboa Park Golf Course: This golf course has the potential to become an even better facility due its location within Balboa Park, being near a growing downtown and the core of San Diego's cultural center. These strengths can result in Balboa Park Golf Course's increased contributions to the city's golf enterprise fund. Areas of improvement should include a refreshed design by a well-known architect that could focus on the tees, greens, and fairways. Doing so could help generate more interest and an increase in the golf rounds played. In addition, it would benefit not only the course, but the local community as well to build a new clubhouse facility. Balboa Park Golf Course also includes an existing 9-hole course setup that has been popular for many years which caters to beginners, younger players as well as seniors. This area could be improved by adding a small practice area similar to Mission Bay and Torrey Pines. This would help to provide more options for all types of golfers and help them hone their skills and assist in growing the game of golf.

3. Torrey Pines Golf Course: This golf course is an amazing facility and the golf course improvements made over the last 10-11 years have had a tremendous impact on the city's investment, securing two major golf championship events and showcasing San Diego's remarkable beauty during the PGA TOUR's annual Farmers Insurance Open. For the facility to be complete, a new clubhouse should be built to maintain its status as a championship venue and improve the staying power for the annual PGA TOUR event. Members share concern over maintaining affordable access to the San Diego resident golfer, while at the same time being mindful of the increasing costs of maintaining superior course conditions and securing funds for future capital improvements. The committee is dedicated to striking a balance to these important concerns and has asked staff for proposals to address these concerns.

8. ASSISTANCE TO THE BOARD

City staff provide approximately 85 hours of assistance to the committee annually.

9. VOLUNTEER HOURS

Committee members collectively volunteer approximately 100 hours annually.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

SDMC Section 1516.0103(b) states that powers and duties of the Old Town San Diego Planned District Design Review Board are as follows:

- To review and make recommendations to the appropriate decision-making authority on applications for development permits, maps, or other matters within the Old Town San Diego Planned District that require Process Three, Process Four, Process Five, and Process CIP-Five decisions, and to submit its recommendations or comments on these matters in writing to the City Manager or designee.
- To provide advice on architectural and urban design requirements (architectural features, site design, streetscape, landscape, parking, accessory buildings, sign requirements, and supplemental regulations) in compliance with the regulations and procedures contained in the Old Town San Diego Planned District Ordinance for applications for building and development permits or other matters within the Old Town San Diego Planned District that require Process One or Process Two decisions.
- To recommend to the Planning Commission any changes to the development regulations contained in the Old Town San Diego Planned District Ordinance, provided such changes are necessary for the proper execution of the purpose and intent of the Old Town San Diego Planned District Ordinance and the adopted Old Town San Diego Community Plan.
- To adopt rules of procedure to supplement those contained within the Old Town San Diego Planned District Ordinance.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

In 2020, the board elected a new Chair and Vice-Chair; and reviewed the proposed development plans for building and site improvements at a property in Old Town and provided a recommendation to the decision maker.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The Old Town San Diego Planned District Design Review Board meets as needed. In 2020, the board met once on October 28th. Issues discussed at this meeting were the consistency of a proposed building and site improvements at a property in Old Town with the Old Town San Diego Planned District Ordinance.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

No meetings were cancelled in 2020.

AVAILABLE OPPORTUNITIES

What are the number of vacant positions on the Advisory Board?

There is one available position on the Old Town San Diego Planned District Design Review Board. There are also four members serving on expired terms.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

All four Design Review Board members are serving on expired terms.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

The need for appointment of new Design Review board members is essential as it has been difficult to fill vacancies for both expired and unfilled positions; currently there are four members serving on expired terms and one vacancy. Even with a previous action to reduce the number of members from seven to five, we still have not been able to find new members to appoint or fill vacancies as needed.

ASSISTANCE TO THE BOARD

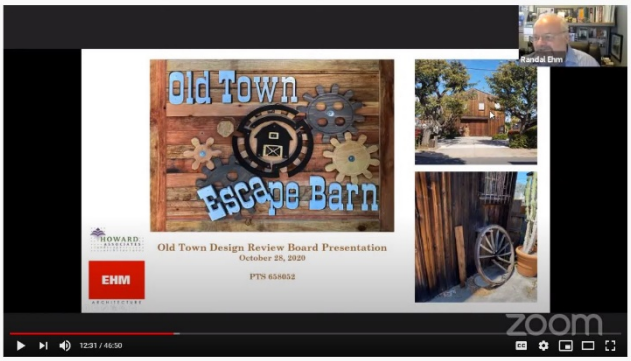
Please provide an estimate of the City staff hours assisting in administering the Board.

Total staff assistance to the board in 2020 was approximately 6-8 hours, this includes extra time added this year to implement COVID protocols. Note that the total staff hours are for a single meeting.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

Design Review Board members spend approximately 4-5 hours per meeting.

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
 Old Town San Diego Planned District Design Review Board - 10-28-2020	Introduction and Attendance	10/28/2020
 Old Town San Diego Planned District Design Review Board - 10-28-2020	Presentation of the Project by the Architect	10/20/2020

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The Public Financing Authority (PFA) is the governing board of the Otay Mesa Enhanced Infrastructure Financing District (EIFD). All legislative actions of the EIFD are taken by the PFA. The purpose of the Otay Mesa EIFD is to provide dedicated, supplemental revenues to address a portion of the funding gap ($510 million in 2014 dollars) identified in the Otay Mesa Public Facilities Financing Plan ("Otay Mesa PFFP"). Public Facilities eligible for Otay Mesa EIFD funding are the public improvements contained in the Otay Mesa PFFP—75% are transportation related projects, and 25% are parks, library, fire, police, water, and sewer projects. These projects are listed in the Otay Mesa EIFD's Infrastructure Financing Plan ("IFP"), a plan document required under EIFD Law that must be adopted at the time of district formation.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

In 2020 the Otay Mesa Enhanced Infrastructure Financing District (EIFD) Public Financing Authority (PFA) took several actions. In March, the PFA selected a Chair and Vice Chair for calendar year 2020. In addition, the PFA adopted a resolution to adopt a consultant services agreement to perform audit services. The PFA also received an informational item on the overview of the amendments to the California Government Code impacting EIFD's. In June, the PFA approved the Operating and Capital Improvement Program Budgets for Fiscal Year 2021; and performed the Board's annual review of District's Infrastructure Financing Plan. Additionally, the PFA approved the Fiscal Year 2019 Annual Report.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The Public Financing Authority (PFA) held three meetings in 2020. The PFA met on March 2020, June 2020, and October 2020. The PFA discussed several actions including the selection of a Chair and Vice Chair for calendar year 2020, the adoption of a consultant services agreement to perform audit services, approval of the Operating and Capital Improvement Program Budgets for Fiscal Year 2021, and approval of the Fiscal Year 2019 Annual Report.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

The Public Financing Authority (PFA) cancelled nine regularly scheduled meetings. Nine meetings were adjourned due to no action or information items being presented.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

In March, the Public Financing Authority (PFA) selected a Chair and Vice Chair for calendar year 2020. In addition, the PFA adopted a resolution to adopt a consultant services agreement to perform audit services. The PFA also received an informational item on the overview of the amendments to the California Government Code impacting EIFD's. In June, the PFA approved the Operating and Capital Improvement Program Budgets for Fiscal Year 2021; and performed the Board's annual review of District's Infrastructure Financing Plan. Additionally, the PFA approved the Fiscal Year 2019 Annual Report.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

No members are serving on expired terms.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

No suggestions or concerns at this time.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

It is estimated that City staff assisted with the administration of the Public Financing Authority (PFA) for a total of around 65 hours.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

The volunteer hours for the two public members of the Public Financing Authority (PFA) total around 9 hours.

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
Three pictures attached titled "Otay Mesa EIFD Meeting March 9, 2020"	Otay Mesa EIFD Meeting	3/9/2020
One picture attached titled "Otay Mesa EIFD Virtual Meeting October 12, 2020"	Otay Mesa EIFD Meeting	10/12/2020
	Click or tap here to enter text.	Click or tap to enter a date.


Otay Mesa Enhanced Infrastructure Financing District
AB 116: Changes to Enhanced Infrastructure Financing District Laws
Otay Mesa Enhanced Infrastructure Financing District
Public Financing Authority Meeting
March 9, 2020
The City of SAN DIEGO
SONY


EXIT
EXIT
AB 116: Changes to Enhanced Infrastructure Financing District Laws
SAN DIEGO


EXIT
EXIT
Authorized Personnel
Only
Beyond This Point
RESERVED
MEDIA/STAFF


VIVIAN MORENO
SAN DIEGO CITY COUNCIL
VIVIAN MORENO


David Wick


SAN DIEGO
Tom Tomlinson


Moises Aguirre
zoom

Office of Boards and Commissions

SD Park and Recreation Board and Regional Park Improvement Fund Oversight Committee

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD
What is the mission and duties of the Advisory Board, as established by the Municipal Code?
The Park and Recreation Board was chartered by the City Council under San Diego Municipal Code Section 26.30 to serve the following roles: • Serves as an advisory board on matters relating to the acquisition, development, maintenance, and operation of parks, beaches, and recreation properties and facilities • Reviews and considers adoption of new and amended General Development Plans for parks and recreation facilities in accordance with Council Policy 600-33 • Provides feedback on the annual operating budget and various Department initiatives • Considers requests for new names for parks and park amenities in accordance with Council Policy 900-20 The Regional Park Oversight Committee serves the following roles under City Charter Section 55.2: • Meets at least quarterly • Reviews the implementation of Charter Section 55.2 and the annual audit • Recommends priorities for expenditures and capital improvements in accordance with the regional park master plans • Verifies that the appropriate funds are collected, segregated, retained, allocated, and expended in accordance with the intent of City Charter Section 55.2

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

The **Park and Recreation Board** provided recommendations to the Parks and Recreation Department Director for related to updates to the recreation element for community plan updates; new or modified park master plans, precise plans, and/or general development plans (including the Play All Day Program for joint use facilities with San Diego Unified School District); and naming and renaming park facilities.

Report Subject	Report Number	Information or Action Item	Date of Park and Recreation Board Meeting
Hendrix Pond/Aviary Park Development - General Development Plan	101	Action	1/16/2020
Curfew Implementation at Fanuel Street Park, Mission Bay	102	Action	1/16/2020
Park and Recreation Board, Office of Boards and Commissions Standardized 2019 Calendar Year Report	103	Action	1/16/2020
Curfew Proposal for Mission Bay Athletic Area (aka McEvoy Fields)	101	Action	2/20/2020
Park and Recreation Board Appointee to the Mission Trails Regional Park Citizens Advisory Committee	102	Action	2/20/2020
SDSU Mission Valley River Park	201	Info	2/20/2020
None	None	None	March 2020 Meeting Cancelled due to COVID 19
None	None	None	April 2020 Meeting Cancelled due to COVID 19
None	None	None	May 2020 Meeting Rescheduled to June 1, 2020
Parks Master Plan	201	Action	6/1/2020
Proposed GDP Amendment for Rancho Bernardo Community Park	202	Action	6/1/2020
Proposed Reuse of Building 191 at Naval Training Center Park as a Bicycle Center	203	Action	6/1/2020

Status of the Parks and Rec Dept. Fiscal Year 2021 Proposed Budget	101	Info	6/1/2020
Kearny Mesa Community Plan Recreation Element	201	Action	6/18/2020
Rename the Skyline Hills Playground the "Robert Haynes Playground"	202	Action	6/18/2020
None	None	None	7/16/2020 Meeting Cancelled
None	None	None	August 2020 (dark) No Meeting Scheduled
General Development Plan for Beyer Park Development	101	Action	9/17/2020
Park and Recreation Board Policy 1001 - Naming of Parks and Facilities	102	Action	9/17/2020
None	none	None	10/15/2020 Meeting Cancelled - Lack of items
3Roots Community Park GDP	101	Action	11/19/2020
Golf Division Business Plan Update	201	Information	11/19/2020

The **Regional Park Improvement Fund Oversight Committee** approved the Fiscal Year 2021 Regional Park Improvement Fund Budget and approved reallocations of Regional Park Improvement Fund between capital improvement projects.

Report Subject	Report Number	Information or Action Item	Date of Regional Park Improvement Fund Oversight Committee
Fiscal Year 2020 Regional Park Improvement Funds - Allocation Recommendations	101	Action	1/16/2020
Proposed Modifications to Fiscal Year 2021 Capital Improvements Program Budget	101	Action	2/20/2020
Regional Park Improvement Fund Quarterly Update	201	Info	2/20/2020
None	None	None	March Meeting Cancelled due to COVID 19
None	None	None	April Meeting Cancelled due to COVID 19

None	None	None	May Meeting Rescheduled to June 1, 2020
Reallocation of RPIF Funds to S15036 Balboa Park West Mesa Comfort Station	101	Info	6/1/20202
Reallocation of RPIF Funds from Museum of Man Seismic Retrofit (L12003) to Various Projects	102	Info	6/1/2020
Performance Audit of the Mission Bay and RPIF, Fiscal Year 2019	101	Info	6/18/2020
Reallocation of RPIF Funds to S15036 Balboa Park West Mesa Comfort Station	201	Action	6/18/2020
Reallocation for RPIF Funds from Museum of Man Seismic Retrofit (L12003) to Various Projects	202	Action	6/18/2020
None	None	None	July 2020 No Meeting Scheduled
None	None	None	August 2020 (dark) No Meeting Scheduled
Proposed Modifications to Fiscal Year 2021 Capital Improvements Program Budget	101	Action	9/17/2020
Reallocation of Regional Park Improvement Funds to Various Projects	102	Action	9/17/2020
None	None	None	October 2020 No Meeting Scheduled
Mission Bay Lease Revenue-FY2020	201	Information	11/19/2020
Regional Park Improvement Fund Quarterly Update	202	Information	11/19/2020

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

For both the Park and Recreation Board and the Regional Park Improvement Fund Oversight Committee, the various issues discussed included new or modified park master plans, precise plans, and/or general development plans (including the Play All Day Program for joint use facilities with San Diego Unified School District); naming and

renaming park facilities; Regional Park Improvement Fund Budget approval; and reallocations of Regional Park Improvement Fund between capital improvement projects. The Regional Park Improvement Fund Oversight Committee met its requirement to have quarterly meetings per City Charter Section 55.2. There were 6 Park and Recreation Board and Regional Park Improvement Fund Oversight Committee Meetings held in the 2020 Calendar Year: January 16th, February 20th, June 1st, June 18th, September 17th, and November 19th.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

The following meetings were cancelled or not held for the reasons listed:

- March 2020 cancelled due to COVID 19
- April 2020 cancelled due to COVID 19
- May 2020 rescheduled to June 1, 2020
- July 2020 cancelled due to lack of agenda items
- August 2020 no calendared meeting (August is dark)
- October 2020 cancelled due to lack of agenda items
- December 2020 no calendared meeting (December is dark)

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

The **Park and Recreation Board** provided recommendations to the Parks and Recreation Department Director for related to updates to the recreation element for community plan updates; new or modified park master plans, precise plans, and/or general development plans (including the Play All Day Program for joint use facilities with San Diego Unified School District); and naming and renaming park facilities.

The **Regional Park Improvement Fund Oversight Committee** approved the Fiscal Year Regional Park Improvement Fund Budget and approved reallocations of Regional Park Improvement Fund between capital improvement projects.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

All Board Members are serving on expired terms as follows, with one seat vacant.

	Board Member Name	Term Expiration Date
1	Becker, Jon *District 6 Rancho Peñasquitos*	March 1, 2019
2	Hughes, Bobby *District 4 Skyline*	March 1, 2019
3	Johnston, Katherine (CHAIR) *District 1 La Jolla*	March 1, 2019
4	Otsuji, Dennis (VICE CHAIR) *District 5 Scripps Ranch*	March 1, 2019
5	Anastasopoulos, Nick *District 5 Rancho Bernardo*	March 1, 2020
6	Baron, David *District 3Normal Heights*	March 1, 2020

7	Bothwell, Marcella *District 2 Pacific Beach*	March 1, 2020
8	Cho, Ron *District 5 Black Mountain Ranch*	March 1, 2020
9	Gulley, Rick *District 1 Pacific Highlands Ranch*	March 1, 2020
10	Zosa, Noli *District 7 Linda Vista*	March 1, 2020
11	Vacant *District 8, Community TBD*	TBD

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL
Do you have any suggestions or concerns that you would like to bring to the City Council's attention?
None at this time.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Prior to the COVID-19 pandemic in March 2019, Parks and Recreation Department staff set up the Balboa Park Club Ballroom, IT Staff set-up the audio-visual equipment, and other staff from Parks and Recreation, Planning, Engineering and Capital Projects, and other departments presented agenda items.

Once COVID-19 pandemic began and meetings moved onto Zoom, staff no longer needed to travel to attend the meeting or to set up a physical room. Virtual meetings do require set up, and the Recreation Services Program Manager and team have provided assistance with setting up these meetings.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

During non-pandemic times, Board members are expected to attend meetings, review written materials in advance of the meeting, and respond to requests from staff to confirm attendance at meetings. Each meeting generally takes between one and three hours generally between 2 and 5 p.m. on the third Thursday of the month. Travel time to and from the meeting venue likely averages around an hour for each member (depending on where they live and time of day). Each member likely spends one to two hours reviewing meeting materials prior to the board or oversight committee meeting. In total, this would account for an average of about five to eight hours per month of volunteerism per member, or about 50 to 90 hours per month assuming all 11 members are seated and none are vacant.

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

Per Article 5, Section 41 of the City Charter of San Diego: The City Planning Commission shall be organized as provided by the laws of the State and have such powers and perform such duties as are prescribed by such laws. The duties of the Commission shall also include advising upon public buildings, bridges, retaining walls, approaches, park and harbor structures, the improvement of Pueblo lands and such other improvements as the Council may by ordinance determine. The Commission shall consist of seven (7) members appointed by the Mayor, subject to the confirmation of the Council. The City Engineer, and the City Attorney, or their designated representatives, shall be members ex officio, but neither of said officers shall have a vote. The members of this Commission shall serve without compensation for terms of four years and until their successors are elected and appointed and qualified.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

In the calendar year 2020, the Planning Commission considered 66 items related to land use, including: code updates, community plan updates, workshops, land development projects, and appeals from lower level decisionmakers. The following table summarizes their actions:

HEARING DATE	PROJECT/ITEM
January 23, 2020	• **ABBOTT RESIDENCE** – (CDP & SDP) #538814 • **2019 STANDARDIZED REPORT OF CITY BOARDS AND COMMISSIONS – PLANNING COMMISSION**
January 30, 2020	• **4337 HOME AVENUE ALCOHOL CUP**-(CUP) #593686 • **GENERAL PLAN HOUSING ELEMENT UPDATE 2021-2029** • **MT. ETNA DR. CPA AND REZONE** (CDP & Rezone) #628374 • **TAILGATE PARK AMENDMENTS TO THE GENERAL PLAN/DOWNTOWN COMMUNITY PLAN/CENTRE CITY PLANNED DISTRICT** – (Initiation)
February 13, 2020	• **BBP-TRUCK.NET** – (PDP/CUP) #549545 • **MO 11189 SORRENTO VALLEY ROAD #103** – (CUP) #559038 • **SCRIPPS MIRAMAR RANCH COMMUNITY AMENDMENT INITIATION RENZULLI ESTATES** – (Initiation) #656586
February 20, 2020	• **T-MOBILE DEL NORTE HIGH SCHOOL** - (CUP/PDP) #617097 • **PARZEN ADDITION AND RENOVATION CDP** – (CDP) #633944 • **4337 HOME AVENUE ALCOHOL CUP** (CUP) - #593686 (Reconsideration of PC Decision from 12/5/2019) • **770 WASHINGTON CPA INITIATION** - (Initiation)- #653705
March 12, 2020	• **T-MOBILE ISLAND VIEW MARKET** - (PDP/NDP) #492749

April 16, 2020	• **4TH AVENUE APARTMENTS** – PROCESS 5 - (SDP) – #588751 • **MUNICIPAL WATERWAYS MAINTENANCE PLAN** – **PROCESS 5** - (CDP/SDP) – #616992 • **MOVABLE TINY HOUSES –** PROCESS 5 - (Municipal Code & LCP Amendment)
May 7, 2020	• **VERIZON FAIRBANKS** – (PDP/CUP/SDP) – #555731 • **70TH STREET TM/PDP** – (PDP/TM) - #613124 • **PEARL STREET MIXED USE** –(CDP) – #638970 • **SUGARMAN SDP** – (SDP) – # 588751
May 14, 2020	• **SUGARMAN SDP** – (SDP) – # 588751 (Continued from May 7, 2020) • **4337 HOME AVE MARIJUANA OUTLET CUP** – (CUP) #593686 • **COMPLETE COMMUNITIES – HOUSING SOLUTIONS AND MOBILITY CHOICES INITIATIVE –** Process 5 - #613124
May 28, 2020	• **ORCHARD AVENUE CDP** – (CDP) – #642629 • **MEANLEY DRIVE – VTM/PDP** – (VTM/PDP) – #559289 • **GEIGER RESIDENCE SDP** – (SDP) – #636272
June 4, 2020	• **T-MOBILE ISLAND VIEW MARKET** – (PDP/NDP) – #492749 (Continued from March 12, 2020*)* • **CARROLL CANYON GOLF** – (Initiation) – #660121 • **UCSD HILLCREST STREET VACATION** – (Initiation) – #651975 • **WILSHIRE TERRACE VACATION** – (PROW & NDP) - #611694
June 18, 2020	• **COMPLETE COMMUNITIES: PLAY EVERYWHERE - CITY OF SAN DIEGO PARKS MASTER PLAN AND GENERAL PLAN RECREATION ELEMENT AMENDMENT –** Process 5
July 16, 2020	• **VERIZON MTSO** – (PDP) -#635697 • **AT&T SCRIPPS UNIVERSITY** – (PDP) – #653104 • **LA JOLLA COUNTRY DAY SIGN PDP** – (PDP) – #643476 • **3ROOTS** –PROCESS 5- (CPA Rezone, Ord. Amendment, EV, SDP, NDP, VTM) – #587128 • **HILLCREST FOCUSED PLAN AMENDMENT WORSHOP**
July 23, 2020	• **AVION PROPERTY** – PROCESS 5 - (PDP, SDP & VTM) – #598173 • **BLACK MOUNTAIN ROAD COMMUNITY PLAN AMENDMENT –** PROCESS 5 – #357262 • **NORTH PARK COMMUNITY PLAN AMENDMENT AND REZONE** – PROCESS 5 • **ALANTE CPA/PDP/RZ –** PROCESS 5- (PDP) – #645597
July 30, 2020	• **KOLMAR RESIDENCES** – (CDP) – #639405 • **T-MOBILE ISLAND VIEW MARKET** – (PDP/NDP) - #492749 (Continued from June 4, 2020; Continued from March 12, 2020 • **KEARNY MESA COMMUNITY PLAN UPDATE**
August 20, 2020	• **1398 LIETA STREET** – (TM, SDP, NDP) – #512890 • **T-MOBILE ISLAND VIEW MARKET** – (PDP/NDP) – #492749 (Continued from July 30, 2020; Continued from June 4, 2020; Continued from March 12, 2020) • **ERB-CREAMER** – (NDP/SDP) – #595127 • **9G TOWER SDP/NDP/CUP/TM** – (SDP, NDP, CUP, TM) – #649856 • **SOPHIE'S PLACE CPA INITIATION** – (Initiation) - #666698
August 27, 2020	• **HOUSING LEGISLATION CODE UPDATE PACKAGE** – PROCESS 5 • **TOWNE CENTRE VIEW – CPA INITIATION** - #624751
September 10, 2020	• **TAILGATE PARK LAND USE AMENDMENTS/REZONE** – PROCESS 5 • **9G Tower SDP/NDP/CUP/TM** – (SDP, NDP, CUP, TM) – #649856 (Continued from August 20, 2020)
September 24, 2020	• **915 GRAPE STREET TENTATIVE MAP –** (TM) • **LA JOLLA MESA CDP/SDP** - (CDP & SDP) – #639439 • **1398 LIETA STREET** – (TM, SDP, NDP) – #512890 (Continued from August 20, 2020) • **COSTA VERDE REVITALIZATION** – Process 5 - #447943
October 1, 2020	• **1398 LIETA STREET** – (TM, SDP, NDP) – #512890 (Continued from September 24: Continued from August 20, 2020) • **2020 SAN DIEGO MUNICIPAL CODE UPDATE –** PROCESS 5
October 8, 2020	• **PHR UNIT 22B AMENDMENT** –Process 5 -(PDP, SDP, VTM, EV) – #655758

	• **AN AMENDMENT TO THE CITY'S MUNICIPAL CODE AND LOCAL COASTAL PROGRAM TO IMPOSE A LICENSE REQUIREMENT AND OPERATING REGULATIONS FOR SHORT TERM RESIDENTIAL OCCUPANCY INCLUDING HOSTING PLATFORMS AND REPEAL REGULATIONS FOR BED AND BREAKFAST AND BOARDER LODGING**
October 22, 2020	• **COSTA AZUL MIXED USE** – PROCESS 5 **-** (CDP/SDP/PDP/VTM/EV) – #400127 • **REMLEY PLACE CDP/SDP -**(CDP/SDP) - #651445 • **APC MISSION HEIGHTS** – (CUP/NDP/SDP) – #583986 • **THE RIVERWALK PROJECT** – PROCESS 5 – (GP/CPA & LDC AMENDMENT, SPECIFIC PLAN, REZONE, VTM AND EV, PUBLIC ROW VAC, PARK GDP, FINANCING DISTRICT, P/I AGREEMENTS, DA, SDP, AND A CUP) – #581984
October 29, 2020	• **GEORGIA LOFTS TM** – #653775
November 19, 2020	• **ARROYO SORRENTO TM** – (MND -TM, CDP, SDP, and PDP) - #610681 • **KORNBERG CDP** – (CDP) - # 624979
December 3, 2020	• **AN AMENDMENT TO THE CITY'S MUNICIPAL CODE AND LOCAL COASTAL PROGRAM TO IMPOSE A LICENSE REQUIREMENT AND OPERATING REGULATIONS FOR SHORT TERM RESIDENTIAL OCCUPANCY INCLUDING HOSTING PLATFORMS AND REPEAL REGULATIONS FOR BED AND BREAKFAST AND BOARDER LODGING**– Process 5 (Continued from October 8, 2020)
December 17, 2020	• **ARROYO SORRENTO TM** – (MND -TM, CDP, SDP, and PDP) – # 610681 (CONTINUED FROM 11/19) • **WYNDGATE ESTATES** – (TM) – #596238 • **4TH CORNER APARTMENTS -** (SDP/TM) – #661800 • **LILLIAN LENTELL COTTAGE** - (CDP/SDP/NDP) – #560771 • **CHALCEDONY/KENDALL NDP** - (NDP)- # 640030 • **CASA DE LAS CAMPANAS GENERAL/COMMUNITY PLAN AMENDMENT INITIATION** – # 674446

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

The Planning Commission met 25 times in calendar year 2020. In the calendar year 2020, the Planning Commission considered 66 items related to land use, including: code updates, community plan updates, workshops, land development projects, and appeals from lower level decisionmakers.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

Two (2) meetings (March 26, 2020 & April 9, 2020) of the Planning Commission were cancelled in calendar year 2020 due to COVID-19.

AVAILABLE OPPORTUNITIES

What are the number of vacant positions on the Advisory Board?

There are currently no vacant positions; however, Commissioner Granowitz and Commissioner Otsuji's term will end in January 28, 2021.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

There are currently no members serving on expired terms.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

The following items have been provided by the Planning Commissioners:

- "The technology has been a fiasco and frankly an embarrassment. Staff has done the best they can with the tools they have been given, but this simply cannot and should not be the best that San Diego can do."
- "We need to continue to allow for virtual public participation, even post-Covid."
- "Planning Commission needs to be involved earlier in policy discussions. Staff needs to conduct more workshops and PC, the mayor's office, and City Council should collaborate more on identifying policy topics that Council wants to take up so that PC has the opportunity to lend our experience and expertise to the conversation."
- "Would like more workshop session on protects that involve many issues pro and con with community and regulatory agencies. Also, would like to suggest an open workshop with the new City Council and discuss the working relationships and responsibility of the Planning Commission."

- "There are many, but one that they should consider as a solution to the displacement of parking spaces due to bike lane installation the conversion of parking spaces to 90-degree perpendicular to the curb where the streets are wide enough. A pilot program is expected to be completed on Hancock Street south of Old Town Avenue—Council President Campbell's staff took the lead on it and can shed more light. People don't care for the bike lanes that much anyway, and the loss of parking just rubs salt in the wound."

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Per the City Charter, the Planning Commission also contains two ex-officio members (City Attorney and City Engineer, or their designated representatives). These City staff members have been included in the table below, which reflects the estimate of City staff hours assisting in administering the Board:

POSITION	ESTIMATED HOURS CY 2020
City Attorney (Ex-Officio Member)	80
City Engineer (Ex-Officio Member)	80
Development Services Department/Planning Department – Management Support	350
Legislative and Administrative Support	2,280
TOTAL ESTIMATED HOURS	2,790

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

The Planning Commissioners time estimates for calendar year 2020 range from 150 to 500 hours, averaging approximately 250 hours for each Commissioner.

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
2020 PC Photo 1.pdf	Chairwoman Peerson's last day at the Planning Commission.	3/12/2020
2020 PC Photo 2.pdf	Chairwoman Peerson's last day at the Planning Commission.	3/12/2020
2020 PC Photos 3.pdf	Staff Presentation (Limited participation per COVID-19 protocol).	4/16/2020
2020 PC Photo 4.pdf	Commissioners Listening to Presentation on Zoom Virtual Meeting per COVID-19 protocol.	9/10/2020
2020 PC Photo 5.pdf	Commission and Staff on Zoom Virtual Meeting per COVID-19 protocol.	10/29/2020

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

ADVISORY BOARD NAME:

SUSTAINABLE ENERGY ADVSIORY BOARD (SEAB)

1. MISSION AND DUTIES OF THE ADVISORY BOARD

What are the Mission and Duties of the Advisory Board, as established by the Municipal Code?

The Sustainable Energy Advisory Board (SEAB) was established by the San Diego City Council to serve as an advisory board to the Mayor, City Council and (formerly) City Manager on energy policy and future energy needs for the metropolitan San Diego area and to assist the City's attainment of its energy independence and renewable energy goals. The duties and functions of SEAB are described in section 26.04 of the San Diego Municipal Code.

2. ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a brief summary of the actions taken by the Advisory Board that year.

Actions taken by SEAB this year were primarily concerned with internal administration and sending advisory letters to Councilmembers, Mayor's Office, and City staff regarding the lack of new member confirmation, resultant inability to make quorum, and planned dissolution of the board. Although a forum was held for public discussion of the Franchise Energy Agreement, no actions were taken by the board.

3. ADVISORY BOARD MEETINGS

What were the number of Advisory Board meetings and what were the issues discussed?

Three meetings were held.

4. MEETING CANCELATIONS

What were the number of meetings cancelled and what was the reasoning?

Two meetings were adjourned. Most of the members had scheduling conflicts.

5. AVAILABLE OPPORTUNITIES

What are the number of vacant positions on the Advisory Board?

There are five vacant positions. There has been no communication between board members and staff since September so it is unknown how many of the current members would be willing to serve. All members are serving on expired terms.

6. EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

There are four members serving on expired terms.

7. CONCERNS OR SUGGESTIONS TO BRING TO THE COUNCIL

Do you have any suggestions or concerns that you would like to bring to the Council's attention?

It is the opinion of staff that the sole concern coming from the remaining members of the board is the dissolution of the body, which has been pending for over a year. Numerous communications have been generated in the past requesting that new members be confirmed by Council. Likewise, there were numerous requests for clarification and/or updates regarding the planned action to dissolve three advisory boards and create a new one. That action was on the September 15, 2020 Council Agenda but was returned.

PLEASE NOTE THAT DUE TO THE INNABILITY TO MEET QUORUM THIS REPORT WAS PREPARED BY STAFF LIASON

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8. ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

5 hours a month.

9. VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

50

ADVISORY BOARD ACTIVITES

Please provide 4-5 pictures of the Advisory Board Activities

PDF Files	Title of Activity	Date of Event

Office of Boards and Commissions

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The City's Small Business Advisory Board is charged with advising the Mayor and City Council on any matter that will enhance the capability of small businesses in San Diego to succeed, such as the formulation of laws, policies or procedures that may affect the management, operation or financial stability of small businesses. There are 11 board member seats to be appointed by the Mayor and confirmed by the City Council.

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

In February, the Board approved proposed modifications to the San Diego Municipal Code §26.06. Modifications include reducing the board seats from 11 member to seven regular members and two alternative members. Maximum number of membership expirations per year will decrease from six to five members. Additionally, the establishment of an internal working group was approved. Internal working group will consist of board chair, vice chair and no more than two additional board members. Lastly, the board approved the 2020 meeting schedule.

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

During the 2020 calendar year, the Small Business Advisory Board held four meetings.

The February meeting included action items related to proposed modifications to the San Diego Municipal Code §26.06. The board also reviewed Economic Development Department resource materials and provided feedback to staff, per the identified focus of small business resource availability.

The meetings scheduled for March through August were suspended due to pandemic related health and safety requirements, in addition to the reallocation of staff time to administer the Small Business Relief Fund.

At the September meeting, the board discussed the City of San Diego Small Business Relief Fund, Temporary Outdoor Business permits and the state of entrepreneurship during a pandemic. These discussions included representatives of the Development Services Department, Economic Development Department, Accion, and San Diego & Imperial Valley Small Business Development Centers.

At the October meeting, the board discussed the Land Development Code revision process and the changes related to Placemaking and outdoor dining on private property, such as parking lots with Planning Department staff. Additionally, the board heard a presentation from, the Central San Diego Black Chamber of Commerce about their grant program. Lastly, the board heard a presentation from the Commission for Arts and Culture and the San Diego Regional Economic Development Corporation about the newly released Creative Economy Study.

In November the board advised on areas of focus for the development of a potential small business grant program. The board heard a presentation from Jason Paguio, President & CEO of the Asian Business Association, about the designation of the Convoy District Pan-Asian Cultural Business Hub. Additionally, Mikey Knab, Director of Operations for Ponce's Mexican Restaurant presented the High Road Kitchens Program.

MEETING CANCELATIONS

What are the number of meetings cancelled and what are the reasoning?

The January and December meetings were canceled due to lack of quorum. The meetings scheduled for March through August were suspended due to pandemic related health and safety requirements, in addition to the reallocation of staff time to establish and administer the Small Business Relief Fund.

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

Within the last year, the Board has made a deliberate effort to focus on the small businesses experience interacting with the City. This has included a review of educational and technical resources and the Economic Development Department website.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

There are five members serving on expired terms.

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

The board has made repeated efforts to (1) increase productivity and to (2) better reflect the diverse small business community. Further actions that could be taken to better achieve these goals could include:

- Emphasize advising on City economic crisis response and reopening efforts
- Renaming the Board to the "Small and Minority-owned Business Advisory Board"
- Engage consistently with City departments that impact or interact with small businesses, such as, Development Services, Mobility, Planning, Office of Special Events and Filming, and Sustainability
- Recommend best practices for programs to support small and minority-owned businesses

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Staff provides approximately 15 hours per month administering the Board.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

Board members spend approximately two hours a month on board meetings and duties. Board chairs spend approximately an additional one hour each month setting the agenda.

ADVISORY BOARD ACTIVITIES		
Please provide 4-5 pictures of the Advisory Board Activities		
.PDF FILES	**TITLE OF ACTIVITY**	**DATE OF EVENT**
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.
	Click or tap here to enter text.	Click or tap to enter a date.