

These minutes will be considered for approval at the Human Affairs Committee Meeting of 10/8/19

**CITY OF SAN CLEMENTE  
MINUTES OF THE REGULAR MEETING OF THE  
HUMAN AFFAIRS COMMITTEE  
AUGUST 13, 2019**

**1. CALL TO ORDER**

The Regular Meeting of the City of San Clemente Human Affairs Committee was called to order on August 13, 2019 at 3:30 p.m. in Conference Room A of the Community Development Department, located at 910 Calle Negocio, San Clemente, California.

**Committee**

**Members Present:** Paula Kohl, James Hamilton, Toby Huddle, Bill Ewing, Brenda Wells, Burton Wagner, Tyler Boden

**Absent:** None

**Staff Present:** Cecilia Gallardo-Daly, Community Development Director; Gabriel J. Perez, City Planner; Janet Batchelor, Management Analyst; Michael Linares, Contract Consultant; Lisa Acosta, Office Specialist I

**2. MINUTES**

**A. Minutes from the Regular Meeting of the Human Affairs Committee of June 11, 2019**

**MOTION BY BURTON WAGNER, SECOND BY TYLER BODEN, AND UNANIMOUSLY CARRIED to receive and file the minutes from the Human Affairs Committee of June 11, 2019.**

**3. SPECIAL PRESENTATION**

Michael Linares, Community Development Block Grant (CDBG) Consultant, has worked with the City of San Clemente for a couple years assisting the City with their CDBG Program. He discussed the CDBG Program and Consolidated Plan. The CDBG Program is a federal grant the City receives from the U.S. Department of Housing and Urban Development (HUD) allocated to communities with the population of 50,000 residents or more to assist lower income persons with housing improvements, public infrastructure and facilities improvements, economic development, and other activities that eliminate conditions of blight. The primary objective of the program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic

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opportunities for persons of low and moderate income. The Consolidated Plan is a multi-year strategic plan designed to help local jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based decisions on how to invest certain federal funds. The Consolidated Plan must be updated every 3 to 5 years. HUD encourages the consolidated planning process to provide for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the HUD.

#### **4. UNFINISHED BUSINESS**

**A. Homelessness Town Hall** – The Human Affairs Committee discussed the success of the Homelessness Town Hall which had approximately 160 people in attendance.

**B. Future Town Hall meetings** – Gabriel Perez, City Planner, and Michael Linares, Community Development Block Grant (CDBG) Consultant recommended a CDBG workshop be scheduled as part of the scheduled future Town Hall series to educate the public and receive public input on the Community Development Block Grant program and the Consolidated Plan. A Subcommittee with Tyler Boden, Burton Wagner, and Paula Kohl will gather community interest and determine date, time, and location of the next Town Hall. This future Town Hall date will be announced at the October 8, 2019 Human Affairs Committee meeting.

The committee members also suggested mental health, illicit massage establishments, and parking as future Town Hall discussions.

**C. Status of Human Affairs Committee** – Gabriel Perez, City Planner, to determine Human Affairs Committee budget, if any, costs of Town Hall venues, and potential staff time involved to coordinate and assist with Town Hall meetings.

#### **5. NEW BUSINESS AND UPDATES**

**A. Selection of Interim Human Affairs Committee Chair and Vice Chair:**

James Hamilton nominated Paula Kohl to serve as Interim Chair and Toby Huddle seconded the nomination. There were no other nominations, and Paula Kohl was elected Chair with a vote of 6-0-1 with Paula Kohl abstaining.

Tyler Boden nominated James Hamilton to serve as Interim Vice Chair and the motion was seconded by Burton Wagner. There were no other nominations, and James Hamilton was elected Vice Chair with a vote of 6-0-1 with James Hamilton abstaining.

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B. Gabriel J. Perez, City Planner, reviewed the requirements of the Brown Act and answered questions.

C. At the October 8, 2019 Human Affairs Committee meeting, the Committee members are to draft an annual work plan with specific goals and objectives for the year as directed by City Council. The finalized work plan with recommendations will be taken to the City Council for review and approval.

6. **COMMUNICATIONS FROM CITY STAFF AND COMMITTEE MEMBERS**

A. City staff announced the Joint Council/Commissions/Committees meeting will be held at the San Clemente Municipal Golf Course on Tuesday, October 29, 2019 from 5:30 p.m. to 9:00 p.m.

B. Committee members were reminded to check their City address emails regularly.

7. **ADJOURNMENT**

MOTION BY TYLER BODEN, SECOND BY BURTON WAGNER, AND UNANIMOUSLY CARRIED TO ADJOURN AT 5:06 p.m. to the Regular Meeting of the Human Affairs Committee on October 8, 2019 at 3:30 p.m. at the City of San Clemente Community Development offices, Conference Room A, 910 Calle Negocio, San Clemente, California.

Respectfully submitted,

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Paula Kohl, Chair

Attest:

  
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Gabriel J. Perez, City Planner

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