A G E N D A

CITY OF SEASIDE
COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE

REGULAR MEETING
OLDEMEYER CENTER
986 Hilby Avenue
Wednesday, September 16, 2015
6:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**

2. **ROLL CALL**
   John Francis, Sue Hawthorne, Sharrline Napoleon, Jessica Piombo

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

3. **PUBLIC COMMENT**

4. **APPROVAL OF MINUTES**
   August 19, 2015

5. **OLD BUSINESS**

   A. **REVIEW OF THE 2014-2015 COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND FORMULATION OF A RECOMMENDATION TO CITY COUNCIL**

   PURPOSE:
   The purpose of this item is for the CDAC to review the Consolidated Annual Performance Report (CAPER) for the City's Community Development Block Grant (CDBG) for Program Year 2014-2015, to hear public comment, and make a recommendation to City Council regarding the document, prior to its submittal to the U.S. Department of Housing and Urban Development (HUD). The CAPER must be received by HUD no later than September 30, 2015.

   RECOMMENDATION:
   It is recommended that the CDAC receive the 2014-2015 CAPER, hear public comment and make a recommendation for City Council prior to its submittal to HUD.

6. **NEW BUSINESS**

A. **CDBG Community Needs Assessment Workshop**

PURPOSE: The annual planning workshop enables the community to help establish the priority needs that will direct 2016-2017 and 2017-2018 CDBG funding.

RECOMMENDATION: It is recommended the CDAC host the community needs assessment workshop and encourage the community's participation in the planning process.

B. **Consideration of cancellation of October 21 regular CDAC meeting and scheduling of special meeting on either October 14 or 28 due to possible City Staff scheduling conflict.**

PURPOSE: The purpose of this item is to consider rescheduling of the October CDAC meeting.

RECOMMENDATION: It is recommended that the CDAC determine an alternate date of either October 14 or 28 for their next meeting.

7. REPORTS FROM COMMITTEE MEMBERS

8. REPORTS BY STAFF

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
October 21, 2015
Oldemeyer Center
6:30 PM

The City of Seaside is an ADA accessible facility and is committed to include the disabled in all of its services, programs and activities. Any person who requires accommodation to be able to participate in this meeting is asked to contact the office of the City Clerk at 899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements.

The City Council Chambers is equipped with a portable microphone for anyone unable to come to the podium. Assisted listening devices are also available.

Meetings that are held in the City Council Chambers are broadcast live to all Seaside residents on Comcast Channel 25 and U-verse Channel 99. Meetings are also available through live streaming at: http://cvp.telvue.com/player?id=T01629&video=52314&noplaylistskin=1&width=400&height=300 Videos of past meetings are available on demand through the City's website: http://www.ci.seaside.ca.us

Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.

CITY OF SEASIDE
STAFF REPORT

Item No.: 5.A.

TO: Community Development Advisory Committee

BY: Lisa Brinton, Community and Economic Development Services Manager
Sharon Mikesell, Administrative Analyst

DATE: September 16, 2015

SUBJECT: **REVIEW OF THE 2014-2015 COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND FORMULATION OF A RECOMMENDATION TO CITY COUNCIL**

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The purpose of this item is for the CDAC to review the Consolidated Annual Performance Report (CAPER) for the City's Community Development Block Grant (CDBG) for Program Year 2014-2015, to hear public comment, and make a recommendation to City Council regarding the document, prior to its submittal to the U.S. Department of Housing and Urban Development (HUD). The CAPER must be received by HUD no later than September 30, 2015.

RECOMMENDATION

It is recommended that the CDAC receive the 2014-2015 CAPER, hear public comment and make a recommendation for City Council prior to its submittal to HUD.

BACKGROUND

A verbal discussion of the attachment will take place at the meeting.

FISCAL IMPACT

ATTACHMENTS

1. Attachment 1-Consolidated Annual Performance Evaluation Report (CAPER)

2014–2015 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

CITY OF SEASIDE
MONTEREY COUNTY, CALIFORNIA

SEPTEMBER 3, 2015

Table of Contents

I. EXECUTIVE SUMMARY

This Consolidated Annual Performance and Evaluation Report (CAPER) describes the City of Seaside's housing and community development accomplishments in the 2014-2015 program year, with a special focus on those activities funded by the Community Development Block Grant (CDBG).

In the 2014-2015 program year, the City funded public facilities and infrastructure improvements as well as several public service activities.

Public services saw the following accomplishments.

- 159 persons received residential substance abuse treatment.
- 650 students received leadership development.
- 330 seniors given free legal aid.
- 121 seniors and disabled provided with home-delivered meals.
- 32 1st-12th grade students given academic and social enrichment.
- 30 persons received HIV testing
- 24 persons enrolled into a drug assistance program
- 5 persons received emergency utility assistance
- 15 persons received transportation assistance
- 212 persons utilized a community technology center
- 448 students received mentoring services and developed job skills

A total of 1,383 persons were served by seven public service organizations. 94% percent of all persons served were documented low income and below (1,297 persons), and 59% of all persons served (821) were documented extremely low-income.

One Seaside businesses received a façade improvement grant and the façade improvement program was completed.

Four park improvement projects are in the construction phase and are scheduled to be completed during October 2015.

Street improvements to Virginia Street, Echo Avenue and Terrace Street were completed.

Three public facilities improvement projects were approved and the environmental reviews completed. Construction work is expected to be completed for all three projects during 2015-2016.

In 2012, the Community Development Advisory Committee (CDAC) was formed as part of the City's Citizen Participation Plan. The CDAC has regularly scheduled monthly meetings, and is an active and viable part of the planning and management for CDBG funds. The CDAC provides valuable feedback to staff and ensures citizen participation. The CDAC held the annual community assessment workshop on September 17, 2014, to review CDBG program accomplishments and discuss program performance.

Staff provided guidance and assistance to public service providers in the form of improving the collection of data on persons served and documenting services provided. Staff has implemented tracking of grant budgets and expenditures within City accounting systems that mirror the Integrated Disbursement and Information System (IDIS) and are regularly reconciled to IDIS. Staff provides quarterly reports to the CDAC that describe program progress.

The 2015-2020 Consolidated Plan and 2015-2016 Annual Action plan was submitted to HUD using the IDIS system. The 2015-2016 CAPER will be prepared next year through the IDIS online process.

II. INTRODUCTION

As an entitlement grantee for the US Department of Housing and Urban Development (HUD) formula CDBG program, the City of Seaside is required to prepare a CAPER to analyze and summarize program accomplishments of the preceding program year.

This CAPER assesses the City's progress toward completing activities identified in the 2014-2015 Action Plan, which covers the period from July 1, 2014, through June 30, 2015. The CAPER also reports progress in meeting overall five-year Consolidated Plan goals and priorities (2010–2015), and identifies areas for improvement as a result of annual self-evaluations and HUD performance reviews.

Since 1975, the City of Seaside has been an entitlement recipient of CDBG funds.

The Resource Management Services department serves as the lead agency for the administration of CDBG funds. Questions regarding this report should be directed to the staff in this department at:

CDBG Program Administrator
City of Seaside
440 Harcourt Avenue
Seaside, CA 93955
831-899-6883

The Community Development Advisory Committee (CDAC) heard an update on the preparation process for this document and provided comments during their August 19 and September 16, 2015 meetings.

On September 3, 2015 a notice was posted and published in the *Monterey County Weekly* announcing the availability of this document and inviting public comment. This document was made available for public review during a public comment period from September 3, 2015 to September 18, 2015. A public hearing on the report was held on September 17, 2015, at the Seaside City Council meeting.

III. ACTIVITY SUMMARIES

OBLIGATORY EXPENDITURES

Project Section 108 Loan Guarantee

Description	Financing for the installation of public works improvements in the City Center Revitalization Area.
Funds available in 2014-2015	$266,607
Funds expended in 2014-2015	$266,607
Accomplishment Narrative	In 1996, the City of Seaside applied for and received a Section 108 Loan Guarantee for the installation of public works improvements as part of a redevelopment project in the City Center Revitalization Area. The repayment of this loan is an eligible CDBG expense. Using CDBG funds to repay this loan alleviates an expense to the General Fund.

Project Planning and Administration

Description	Funds allocated to planning, implementing, and evaluating the CDBG program. Grant management activities included, but were not limited to, federal reporting, budget oversight, subrecipient monitoring, policy development and writing, citizen and community outreach, and coordination.
Funds available in 2014-2015	$95,142
Funds expended in 2014-2015	$95,142
Accomplishment Narrative	The City of Seaside faced fiscal challenges this program year, like most surrounding jurisdictions. The City procured the services of a consultant to implement the CDBG program beginning in the fall of 2012–13. The City continued to rely on contract staffing to manage the CDBG grant program, cross-trained City staff to assume the IDIS portion of grant management duties in an effort to redistribute the workload to existing staff.

PUBLIC FACILITIES AND IMPROVEMENTS

Project **Parks Improvements – Durant Park**
Sponsor **City of Seaside**

Description	Make Americans with Disabilities Act (ADA) accessibility improvements to Durant Park. More specifically, to provide safe ADA-compliant parking and access to playground facilities.
Address	Darwin Street and Sonoma Avenue, Seaside, CA 93955
Objective	To improve communities or neighborhoods
Outcome	Availability/accessibility
Proposed Accomplishments	1 public facility
Actual Accomplishments	Environmental review completed, bid and award, now in construction phase.
Funds available in 2014-2015	$15,124.00
Funds expended in 2014-2015	$1495.03
Accomplishment Narrative	Environmental review was completed on December 9, 2014. The project was put out to bid in March, 2015. Bids were opened on April 2, 2015. The Contractor is 95% complete. New fencing is scheduled to be installed on August 18, 2015.

Project **Parks Improvements – Highland-Otis Park**
Sponsor **City of Seaside**

Description	Make ADA accessibility improvements to all playground equipment at Highland-Otis Park.
Address	Seaside, CA 93955
Objective	To improve communities or neighborhoods
Outcome	Availability/accessibility
Proposed Accomplishments	1 public facility
Actual Accomplishments	Environmental review completed, bid and award, now in construction phase.
Funds available in 2014-2015	$13,648.00
Funds expended in 2014-2015	$7,471.69
Accomplishment Narrative	The City completed environmental review and awarded a design consultant contract on September 8, 2014. The City awarded a construction contract with The Don Chapin Company, Inc. and construction has begun. The projected completion date is October 14, 2015.

Project **Parks Improvements – Trinity Park**
Sponsor **City of Seaside**

Description	ADA-compliant sidewalk access ramp; ADA-compliant pathways from sidewalk to picnic/barbecue areas; installation of new playground equipment.
Address	Seaside, CA 93955
Objective	To improve communities or neighborhoods
Outcome	Availability/accessibility
Proposed Accomplishments	1 public facility
Actual Accomplishments	The City has awarded a construction contract with The Don Chapin Company Inc., and construction has begun. The project completion date is October 14, 2015.
Funds available in 2014-2015	$29,145.00
Funds expended in 2014-2015	$22,972.53
Accomplishment Narrative	The City awarded a construction contract with The Don Chapin Company, Inc. and construction has begun. The project completion date is October 14, 2015.

Project **Parks Improvements – Martin Park**
Sponsor **City of Seaside**

Description	Make improvements to Martin Park to ADA parking, ADA playground, and improvements around the barbecue area and tables.
Address	Seaside, CA 93955
Objective	To improve communities or neighborhoods
Outcome	Availability/accessibility
Proposed Accomplishments	1 public facility
Actual Accomplishments	Completed environmental review, bid and award. Currently in construction phase.
Funds available in 2014-2015	$49,642.00
Funds expended in 2014–2015	$43,711.39
Accomplishment Narrative	The City has awarded a construction contract with The Don Chapin Company Inc., and construction has begun. The project completion date is October 14, 2015.

Project **ADA Accessibility Improvements – Seaside Library**

Sponsor **City of Seaside**

Description	Make Americans with Disabilities Act (ADA) accessibility improvements to Seaside Public Library. Specific improvements will include removing a non-compliant handicap ramp and installing new ramp with handrail; replacing existing handrails at various locations surrounding the library including the front stairs, and stairs to the east and rear of the library, installing an ADA-compliant curb ramp and infill sidewalk segment and parking space marking improvements requiring new striping on existing asphalt
Address	550 Harcourt Avenue, Seaside, CA 93955
Objective	To improve communities or neighborhoods
Outcome	Availability/accessibility
Proposed Accomplishments	1 public facility
Actual Accomplishments	Design consultant retained and site surveyed.
Funds available in 2014-2015	$136,216.00
Funds expended in 2014-2015	$ 12,686.25
Accomplishment Narrative	Environmental review was completed May 19, 2015. The project is scheduled to go out to bid July 2015 with bids due in August. Construction is to start immediately following award.

Project **Upgrading Public Facilities**

Sponsor **Boys and Girls Clubs of Monterey County**

Description	Make Americans with Disabilities Act (ADA) accessibility improvements to Durant Park. More specifically, to provide safe ADA-compliant parking and access to playground facilities.
Address	1332 LaSalle Avenue, Seaside, CA 93955
Objective	Improvements to the Boys and Girls Clubhouse
Outcome	Availability/accessibility improvements benefitting approximately 500 low income families
Proposed Accomplishments	Improvements to the Clubhouse lobby entry restrooms, gymnasium restrooms, gymnasium hardwood floor and door repair and replacement

Actual Accomplishments	Bid and award of door repair and replacement item and materials deposit.
Funds available in 2014-2015	$49,636
Funds expended in 2014-2015	$40,001.05
Accomplishment Narrative	Environmental documents were approved on April 9, 2015. The Boys and Girls Club went out to bid for the door repair and replacement items and awarded a contract to Mill Construction of neighboring Salinas, CA for $25,253 on May 28, 2015. Construction on that portion of the project began in July 2015.

Project **Genesis House Improvements**

Sponsor **Community Human Services**

Description	Removal and replacement of one set of exterior staircases and removal and replacement of asphalt at the Genesis House drug/alcohol rehabilitation center housed within three 2-story, 4 unit apartment buildings
Address	1152 Sonoma Avenue, Seaside, CA 93955
Objective	To improve safety and accessibility.
Outcome	Availability/accessibility
Proposed Accomplishments	Replace and remove exterior staircases and removal and replacement of damaged asphalt.
Actual Accomplishments	Since the building to be repaired was over 50 years old, a review was necessary through the CA Office of Historic Preservation. On March 3, 2015, the State Historic Preservation Officer (SHPO) agreed that no historic properties will likely be affected by the project. The project proceeded to the Environmental review process.
Funds available in 2014-2015	$10,000.00
Funds expended in 2014-2015	$ 1,196.25
Accomplishment Narrative	The project was delayed due to the need to be cleared with SHPO. The project is expected to go out to bid along with additional improvements funded for 2015-2016 in Fall 2015.

Project **Street Improvements – Virginia Street, Echo Avenue, and Terrace Street**
Sponsor **City of Seaside**

Description	Street improvements to Virginia Street (from Trinity Avenue to Harcourt Avenue), Echo Avenue (from Baker Street to 300' west of Baker), and Terrace Street (from Sonoma Avenue to Hamilton Avenue).
Address	Seaside, CA 93955
Objective	To improve communities or neighborhoods
Outcome	Street improvements
Proposed Accomplishments	3 road sections repaired
Actual Accomplishments	Design and environmental review complete; contractor awarded construction contract. Project is completed.
Funds available in 2014-2015	$350,000
Funds expended in 2014-2015	$310,763
Accomplishment Narrative	Curb returns, gutter, curb, and sidewalk completed.

PUBLIC SERVICES

Project **Substance Abuse Services**
Subrecipient **Community Human Services (CHS)**

Description	Genesis House is a six-month residential substance abuse treatment program that offers 28 beds. Genesis House also has a Perinatal Program which offers eight beds, with additional capacity for six children ages 0-5 to stay while their mothers are in treatment, and which lasts approximately 7 to 10 months. Services include medically supervised outpatient narcotic treatment (detoxification and maintenance) and counseling for addicts of heroin and other opiates. The agency offers counseling for youths, families, and individuals.
Location	1152 Sonoma Avenue, Seaside, CA 93955
Objective	To create suitable living environments
Outcome	Availability and accessibility to youth services
Proposed Accomplishments	130 persons
Actual Accomplishments	159 persons
Funds available in 2014-2015	$22,968
Funds expended in 2014-2015	$22,968
Accomplishment Narrative	This funding provided operational support for Genesis House, a residential substance abuse treatment and recovery program serving adults 18 years of age and older. It consists of two programs based on the needs of its clients: the Co-ed Program and the Perinatal Program. Residents of both programs receive a comprehensive assessment and individualized treatment plan; initial and ongoing medical services; medically supervised detoxification; individual and group counseling; HIV/AIDS, Hepatitis C and tuberculosis education, testing, and counseling; relapse prevention; interactive parenting education; child care; transportation to medical/legal appointments; links to education, training, employment, housing, and other community resources; 12-step meetings on- and off-site; case management; and discharge planning and aftercare. There is a family program to educate family members about addiction and recovery and how to best support an individual in recovery. During fiscal year 2014-2015, CHS served 159 total individuals.

Beneficiaries	Total	Percent of Total
Total Persons	**159**	
Total low/mod-income	159	100%
Extremely low-income	159	100%

Beneficiaries	Total	Percent of Total
Very low-income	0	0%
Low-income	0	0%
Special Needs		
Female Head of Household	2	1%
Seniors	1	
Disabled Persons	9	5.6%
Race		
White	122	77%
Black or African-American	15	9%
Asian	5	0%
American Indian or Alaskan Native	0	0%
Native Hawaiian or Pacific	0	0%
American-Indian or Alaska Native and White	0	0%
Asian and White	0	0%
Black or African American and White	0	0%
American Indian or Alaska Native and Black	1	0.6%
Multiracial	16	10%
Other/No response	0	0%
Ethnicity		
Hispanic	37	23%
Not Hispanic	122	77%
Other/No response	0	0%

Project **High School Leadership/ Life Skills/Job Preparation Program**
Subrecipient **Community Partnership for Youth (CPY)**

Description	The use of CDBG funds for salaries allowed CPY to employ graduates from its Mentor Program to serve as mentors to other students at Seaside High School. This allowed students to attend school and develop job skills for after graduation, further developing their life skills and self-esteem.
Location	Several schools in Seaside
Objective	To create suitable living environments
Outcome	Availability and accessibility to youth services

Proposed Accomplishments	650 persons
Actual Accomplishments	448 persons
Funds available in 2014-2015	$14,163
Funds expended in 2014-2015	$14,163
Accomplishment Narrative	In the high school leadership/life skills/job preparation program, CPY expands to the high school level by hiring young CPY graduates who have completed prerequisite requirements (volunteer for a summer session or two quarters; sign a contract with their parents and CPY; and maintain a 2.5 GPA in school), thus helping them obtain job skills and further developing their life skills and self-esteem. A total of 448 persons were served during the 2014-2015 fiscal year.

Beneficiaries	Total	Percent of Total
Total Persons	**448**	
Total low/mod-income	448	100%
Extremely low-income	424	95%
Very low-income	21	5%
Low-income	3	<1%
Special Needs		
Disabled HH Member	0	0%
Race		
White	389	87%
Black or African-American	20	4%
Asian	17	4%
American Indian or Alaskan Native	1	<1%
Native Hawaiian or Pacific	2	<1%
American-Indian or Alaska Native and White	0	0%
Asian and White	0	0%
Black or African American and White	0	0%
American Indian or Alaska Native and Black	0	0%
Multiracial	19	4%
Other/No response	0	0%
Ethnicity		
Hispanic	386	86%
Not Hispanic	62	14%
Other/No response	0	0%

Project **Legal Services for Seniors**
Subrecipient **Legal Services for Seniors**

Description	The use of CDBG funds enabled Legal Services for Seniors to hire an additional attorney to provide free legal services for seniors, 60 years or older residing in the City of Seaside. Previously, the organization only had one full-time attorney.
Address	915 Hilby Avenue, Seaside, CA 93955
Objective	To create suitable living environment
Outcome	Sustainability for the purpose of creating suitable living environments
Proposed Accomplishments	185 persons
Actual Accomplishments	330 persons
Funds available in 2014-2015	$11,484
Funds expended in 2014-2015	$11,484
Accomplishment Narrative	The Seaside office provided direct, no-cost (attorney-client) legal services to seniors living in Seaside with legal issues ranging from financial elder abuse and consumer fraud to Medicare, Medi-Cal, and Social Security claims. Legal Services for Seniors is continually expanding its advertising and presence in the community to serve a greater number of Seaside residents.

Beneficiaries	Total	Percent of Total
Total Persons	**330**	
Total Low/Mod-Income	330	100%
Extremely low-income	73	22%
Very Low-income	136	41%
Low-income	24	7%
Special Needs		
Seniors	330	100%
Female Head of Household	32	9.6%
Disabled	6	1.8%%
Race		
White	227	68.7%%
Black or African-American	74	22.4%
Asian	7	2%
American Indian or Alaskan Native	1	0.3%
Native Hawaiian or Pacific	9	2.8%

Beneficiaries	Total	Percent of Total
American-Indian or Alaska Native and White	3	0.9%%
Asian and White	2	0.6%%
Black or African American and White	0	0%
American Indian or Alaska Native and Black	0	0%
Multiracial	7	2%
Other/No response	0	0%
Ethnicity		
Hispanic	34	10.3%
Not Hispanic	296	89.6%
Other/No response	0	0%

Project **Senior Meal Delivery Program**
Subrecipient **Meals on Wheels of Monterey Peninsula**

Description	The use of CDBG funds funded the delivery of 16,000+ meals, 2.5 meals per day, five days per week, to 90 unduplicated frail, elderly, and disabled low-income adults who reside in the City of Seaside.
Address	700 Jewell Avenue, Pacific Grove, CA 93950
Objective	To create suitable living environment
Outcome	Sustainability for the purpose of creating suitable living environments
Proposed Accomplishments	85 persons
Actual Accomplishments	121 persons
Funds available in 2014-2015	$7,656
Funds expended in 2014-2015	$7,656
Accomplishment Narrative	The use of CDBG funds contributed to paying for 18,861 deliveries of 47,153 meals(2.5 meals per day, five days per week), to 121 unduplicated frail, elderly, and disabled low-income adults who reside in the City of Seaside. No Seaside client was turned away due to financial hardship. 86% of clients reported eating two meals per day and 12% reported that they sometimes ate two meals per day. 82% of clients reported eating fresh fruits, vegetables and dairy daily, 15% of clients reported eating two of the three items and 3% reported eating one of three. Lactose intolerance, lack of hunger, dislike of certain furits and vegetables and dental problems were cited as the reasons for not eating all three products. 100% of clients received daily wellness check from a trained volunteer.

Volunteer training took place once per year to ensure parameters and efficacy of wellness check procedures.

91% of clients reported that program helped them to remain in their own home and 9% reported that program somewhat helped them to remain at home.

96% of clients reported program important to health and wellbeing and 4% reported program somewhat important to health and wellbeing.

68% of clients reported that daily socialization with volunteer was very important to them and 29% reported it was somewhat important. 3% claimed the program was NOT important to them.

Beneficiaries	Total	Percent of Total
Total Persons	**121**	
Total low/mod-income	87	72%
Extremely low-income	53	44%
Very low-income	32	26%
Low-income	2	1.6%
Special Needs		
Single Female Head of Household	80	66%
Seniors Assisted	112	93%
Disabled	8	6%
Race		
White	68	60%
Black or African-American	36	23%
Asian	5	10%
American Indian or Alaskan Native	1	1%
Native Hawaiian or Pacific	0	0%
American-Indian or Alaska Native and White	0	0%
Asian and White	0	0%
Black or African American and White	0	0%
American Indian or Alaska Native and Black	0	0%
Multiracial	11	6%
Other/No response	0	0%
Ethnicity		
Hispanic	11	10%
Not Hispanic	110	90%
Other/No response	0	0%

Project **Cental Coast HIV/AIDS Services**
Subrecipient **Central Coast HIV/AIDS Services**

Description	The use of CDBG funds funded access to services that relieve burden on income spending for basic needs necessities.
Address	PO Box 1931, Monterey, CA 93942
Objective	The program provided participants with housing stability through access to services-access to benefits, direct housing assistance, emergency rent and utility assistance, transportation vouchers and food assistance that relieve burden on income spending for basic needs necessities.
Outcome	CCHAS' services improve the quality of life of Seaside residents in terms of facilitated access to services, emotional support, housing stability and benefits
Proposed Accomplishments	24 persons
Actual Accomplishments	30 persons
Funds available in 2014-2015	$5000
Funds expended in 2014-2015	$5000
Accomplishment Narrative	Number of Seaside residents enrolled or re-enrolled into Drug Assistance Program--24 Number of Seaside residents receiving emergency rental/utility asslstance-5 Number of Seaside residents receiving transportation assistance and/or food vouchers-15 Number of Seaside residents receiving HIV tests to include pre and post- test counseling-30 Number of Seaside residents receiving Hepatitis C testing-22 Number of Seaside residents participating in syringe exchange within the context of HIV and Hepatitis C prevention-6 Number of Seaside residents receiving safer sex supplies-36 Number of referrals--17 Types of referrals-recovery services, benefits advocacy, food bank/pantry, medical, dental, mental health, etc 96% of residents accessing services under measure one maintained their current housing

Beneficiaries	Total	Percent of Total
Total Persons	**30**	
Total low/mod-income	30	100%
Extremely low-income	18	60%

Very low-income	9	30%
Low-income	3	10%
Special Needs		
Single Female Head of Household	2	6%
Seniors Assisted	4	13%
Disabled	3	10%
Race		
White	16	53%
Black or African-American	8	26.6%
Asian	1	3%
American Indian or Alaskan Native		
Native Hawaiian or Pacific	4	13.3%
American-Indian or Alaska Native and White		
Asian and White		
Black or African American and White		
American Indian or Alaska Native and Black		
Multiracial	1	3%
Other/No response		
Ethnicity		
Hispanic	10	33.3%
Not Hispanic	20	66.6%
Other/No response		

Project **Education and Cultural Enrichment Academy Program**
Subrecipient **The Village Project, Inc.**

Description	The Village Project, Inc.'s Education and Cultural Enrichment Afterschool Program was funded. The Objective was to Create Suitable Living Environment and the Outcome was the provision of Availability/Accessibility or Sustainability. The program was available to students on an ongoing weekly basis throughout the school year and funding from CDBG helped sustain the program throughout that academic year. Not only educational and behavioral supports were provided, but also enrichment activities. Extracurricular educational opportunities took place such as outings to universities, museums, theater and art, musical and cultural events. The students were provided well rounded educational activities and opportunities for learning.
Address	1069 Broadway Avenue, Ste. 210, Seaside, CA 93955
Objective	Create suitable living environment
Outcome	Availability/accessibility or sustainability for the purpose of creating suitable living environments providing well rounded educational activities and opportunities for learning.
Proposed Accomplishments	35 persons
Actual Accomplishments	32 persons
Funds available in 2014-2015	$10,335
Funds expended in 2014-2015	$10,335
Accomplishment Narrative	The Education and Cultural Enrichment Afterschool Program was created to provide "no-cost" educational and behavioral supports for students grades 1-12 who are at risk for failure in school as well as being at risk for contact with the Juvenile Justice System. The program has a major focus on the importance of culture, cultural identity, and cultural appreciation. The program does not charge for admission, the daily health snacks each student enjoys daily, or for any of the outings, field trips, museum and university visits and tours, musical, art and other cultural events. Throughout the school year, there were various workshops and activities – some of which were organized by students themselves – that focused on culture, cultural awareness and cultural appreciation There were also group discussions about why it is important to appreciate – not just "tolerate" - differences as well as discussions about what everyone has in common. This past Spring semester, an evidence-based anti- bullying program was introduced. All participating students received certificates at the end of the program.

21 students were returning into the program this year. 17 of them raised their GPA's by at least .5. The remaining 4 students, 1 maintained their previous year's GPA while the other 3 increased their GPA's by. .2, .25 and. 27. 1 student was suspended for 1 day in the Fall semester. No students were suspended or received detention in the Spring semester.

Beneficiaries	Total	Percent of Total
Total Persons	**32**	
Total Low/Mod-Income	32	100%
Extremely low-income	8	25%
Very Low-income	19	59%
Low-income	5	16%
Special Needs		
Number of Large Families (5+persons)	2	
Female Head of Household	17	53%
Race		
White	4	12%
Black or African-American	25	78%
Asian	1	3%
American Indian or Alaskan Native	0	0%
Native Hawaiian or Pacific	0	0%
American-Indian or Alaska Native and White	0	0%
Asian and White	0	0%
Black or African American and White	1	3%
American Indian or Alaska Native and Black	0	0%
Multiracial	1	3%
Other/No response	0	0%
Ethnicity		
Hispanic	0	0%
Not Hispanic	32	100%
Other/No response	0	0%
Ethnicity		
Hispanic	125	69%
Not Hispanic	55	31%
Other/No response	0	0%

Project **Community Technology Center**
Subrecipient **Greater Victory Temple**

Description	CDBG funds were used to provide the installation of a central hub of technological communication (Community Technology Center
Address	1620 Broadway, Seaside, CA 93955
Objective	Create a technology center and provide educational, life skills and technology classes.
Outcome	Availability/accessibility,to technology and improve quality of life and employment opportunities.
Proposed Accomplishments	204 persons
Actual Accomplishments	207 persons
Funds available in 2013–14	$9,187
Funds expended in 2013–14	$6,975
Accomplishment Narrative	Seaside residents had access to computers and instructors to assist them with job application, homework and improve computer skills. Students in the targeted area were given the opportunity to enhance their computer skills and knowledge to seek better jobs and better grades. Residents were give free access to computers, printers and scanners and were provided one on one assistance and coordinators in the program felt that the program " changed the landscape" of how Seaside residents communicate. The technology center increased awareness of an after school tutoring program, Girl Scouts and local counseling services. Approximately 207 low to moderate income residents were served through this program. This program provided a safe and supportive home like environment that strengthen the family and community.. Residents from the community and Students in the summer Algebra program continue to use the Computer center.

Beneficiaries	Total	Percent of Total
Total Persons	**212**	**100%**
Total low/mod-income	211	99.5%
Extremely low-income	33	15.5%
Very low-income	147	69.3%
Low-income	31	14.6%
Special Needs		
Seniors Assisted	33	15.5%
Residents of Targeted Census Tracts	200	94.3%
Single Female HH	30	14%

Race		
White	82	38.6%
Black or African-American	103	48.6%
Asian	7	3.3%
American Indian or Alaskan Native	3	1.4%
Native Hawaiian or Pacific	4	1.8%
American-Indian or Alaska Native and White		
Asian and White		
Black or African American and White	4	1.8%
American Indian or Alaska Native and Black	5	2.4%
Multiracial	5	2.4%
Other/No response		
Ethnicity		
Hispanic	70	33%
Not Hispanic	142	67%
Other/No response		

ECONOMIC DEVELOPMENT AND BLIGHT REMOVAL

Project **Commercial Façade Improvement Program**
Subrecipient **City of Seaside**

Description	The Commercial Façade Improvement Program is designed to stimulate building improvements and upgrade the appearance of commercial properties in downtown Seaside. The objective of this program is to provide financial assistance to business owners for façade improvements, and to promote joint public/private action and investment that will complement and enhance downtown revitalization efforts.
Location	Citywide, focusing on the City's commercial corridors
Objective	Create economic opportunities
Outcome	Sustainability
Proposed Accomplishments	1 unit
Actual Accomplishments	1 unit
Funds available in 2014-2015	$22,297.50
Funds expended in 2014-2015	$22,297.50
Accomplishment Narrative	The program was promoted by planning and building staff to business owners considering façade improvements during the permit application process. The program was also promoted at the local Chamber of Commerce. Staff received two complete applications. One project was completed in 2013-2014 and the other one was completed in 2014-2015 For the second project, the City encumbered $22,000. Therefore, the total funds expended in this program increased to $38,754 over the two years.. Some of the barriers encountered with this program included the prevailing wages. This discouraged our local contractors from bidding on the project and it also discouraged the business owners from participating in the program. Another road block was the rigorous environmental review process which delayed the projects.

NON-CDBG HOUSING ACTIVITIES

The City did not allocate CDBG funds to housing activities nor did it receive other funds to carry out housing activities. As a result of the lack of resources available to the City, and the lack of staffing to oversee or implement housing programs, housing assistance was limited to the residential façade improvement program for homeowners. There are no non-CDBG housing activities to report.

Likewise, the City took no actions to produce affordable housing (for special needs or otherwise) through activities that provide rental assistance, the production of new units, the rehabilitation of existing units, or the acquisition of existing units. There are no such actions to report.

IV. EXPENDITURE SUMMARY

AVAILABLE RESOURCES

The table below shows planned versus actual resources for 2014-2015.

2014-2015 Sources	Planned*	Actual	Variance
Prior year funds carried forward	$307,246	$664,885	$357,639
2014-2015 CDBG award	$374,713	$374,713	0
Program income received in 2013–14	$137,133	$103,000	-$34,122
2014-2015 Installment multi-year repay agreement		$136,216	$136,216
Total CDBG available	**$819,092**	**$1,278,814**	**$459,733**

- From 2014-2015 Annual Action Plan adopted by City Council May 1, 2014

Prior year carry over funds included project allocations spent at a slower rate than anticipated. After reconciling current allocations to the line of credit and closing out old activities, additional un-committed prior year funds were realized.

Additional funds were re-programmed during the year.

ANNUAL EXPENDITURES BY ACTIVITY

The table below shows project budgets, expenditures, and year-end balance remaining. Staff will complete the fiscal year close-out, reconcile the CDBG grant, and consult with the CDAC to provide recommendations to the City Council regarding 2015-2016 mid-year re-allocations.

Description	Budgeted	Expended	Balance
Commercial Rehab Program	$33,246	$22,297	$10,949
Section 108 Loan Payment	$266,607	$266,607	0-
Program Administration	$95,142	$95,142	0-
Community Human Services	$22,968	$22,968	0-
Community Partnership for Youth	$11,484	$11,484	0-
Legal Services for Seniors	$11,484	$11,484	0-
Meals on Wheels	$7,656	$7,656	0-
The Village Project	$10,335	$10,335	0-
Greater Victory Temple	$9,187	$6,975	$2,212-
Central Coast HIV/AIDS	$5,000	$5,000	0
Durant Park	$15,124	$1,495	$13,629
Highland-Otis Park	$13,648	$6,176	$7,472
Trinity Park	$29,145	$6,172	$22,973

Martin Park	$49,642	$5,931	$43,711
Virginia Street	$97,540	$97,540	0
Terrace Street	$125,000	$115,757	$9,243
Echo Avenue	$100,000	$97,192	$2,808
Streets TBD	$100,000	-	$100,000
Seaside Library ADA Improvements	$136,216	$12,686	$123,530
Boys and Girls Club Facility Improvements	$49,636	$40,001	$9,635
Genesis House Facility Improvmemnts	$10,000	$1,196	$8,804
Project Contingency	$46,272	-	$46,272
Uncommitted funds	$33,482	-	$33,482
Grand total	**$1,278,814**	**$844,094**	**$434,720**

ANNUAL EXPENDITURES BY CATEGORY

Total budgeted amounts and expenditures are recapped by category in the table below.

Category	Budgeted	Expended	Balance
Planning and Administration	$95,142	$95,142	-
Section 108 Loan Payment	$266,607	$266,607	-
Public Services	$78,114	$75,902	$2,212-
Eligible Projects	$823,106	$406,443	$416,663
Available to commit	$15,845		$15,845
Totals	**$1,278,814**	**$844,094**	**$434,720**

TIMELINESS OF EXPENDITURES

HUD requires that 60 days prior to the end of the program year, CDBG grantees have available in their line of credit no more than 1.5 times that year's CDBG award.

At the end of the 2013-2014 Fiscal Year, the City found itself with a significant balance of unexpended CDBG funds because it had committed funding to projects that were not moving forward as previously planned. The City also was required to repay the line of credit for funds that had been drawn in error, thus increasing the balance of unexpended funds.

The City was not able to be timely at the time of the May 2014 test as the projects did require significant time to complete environmental review and determine the scope of work required. The City took action to reallocate funding from stalled activities to new uses expected to bring the City into a timely position by the next test in May 2015.

The City implemented a drawdown schedule as a workout plan , with a goal of meeting the 1.5 ratio by May of 2015. By May of 2015, the line of credit was at 1.47 times the award., meeting the HUD timeliness requirement.

PLANNING AND ADMINISTRATION CAP CALCULATION

The CDBG program limits the amount the City can spend on costs considered to be planning and administration. This "cap" is 20 percent of the most recent annual award plus 20 percent of the program income received each year. The table below illustrates that the City is in compliance with the CDBG program's administrative cap requirement.

2014-2015 annual award	$374,713
2014-2015 program income	$103,000
Cap basis (sum of above)	$477,713
Total planning and admin expenditures	$95,142
Planning and admin percentage	**19.91%**

PUBLIC SERVICES CAP CALCULATION

The CDBG program limits the amount the City can spend on cost considered to be public services. This "cap" is 15 percent of the most recent annual award plus 15 percent of the program income received in the prior year. The table below illustrates that the City is in compliance with the CDBG program's public service cap requirement.

2014-2015 Award	$374,713
2013-2014 program income	157,577
Cap basis	532,290
Total public services expenditures	78,115
Public services percentage	**14.67%**

IV. GENERAL NARRATIVE

GEOGRAPHIC DISTRIBUTION

The City provided public services and the commercial façade program on a citywide basis. Street projects, public facilities improvements and parks improvements were conducted on an area basis were not all completed in 2014-2015. As of the date of this report, street projects are completed. and park and public facilities projects are in various phases of design, bidding and construction.

AFFIRMATIVELY FURTHERING FAIR HOUSING

The City has not directly received any housing discrimination complaints nor has it received court orders or HUD-imposed or state-imposed sanctions affecting the provisions of fair housing laws. The City's priorities in affirmatively furthering fair housing remain focused on educating the general public on fair housing issues and policies to keep individuals aware of their rights and remedies under state and federal laws, and keeping housing providers and real estate persons knowledgeable on housing discriminatory practices and consequences.

The City displays fair housing materials at City Hall, and copies of these materials are free to the public. Fair housing information is sent free of charge to those who request it. In addition, the City promotes fair housing awareness in its housing programs and works with housing providers in the city to ensure the fair and equitable treatment of persons and households seeking housing in Seaside.

The City updated its Fair Housing Plan on August 7, 2003. The City also makes available to the public at City Hall and Seaside Library copies of the HUD brochure entitled "Are You a Victim of Housing Discrimination?" that lists illegal housing discrimination actions under the Fair Housing Act and a complaint form for mailing to HUD Fair Housing Hub in San Francisco.

The City's Housing Element update is scheduled to be included in the General Plan Update, A Master Consultant is scheduled to be awarded a contract to proceed with the project in October 2015.

AFFORDABLE HOUSING

The City's affordable housing efforts in 2013-2014 focused on implementing a modified housing rehabilitation program that would focus on beautification and health and safety issues for the city's low- to moderate-income residents.

The City previously contracted with Rebuilding Together Monterey/Salinas (RTMS), a nonprofit organization, to implement a residential façade improvement program., RTMS identified several homes as potential projects. Two projects were completed in 2013–14. The contract for funding expired in June 2014. The City of Seaside did not obtain any other grant funding sources for housing activities in 2014-2015.

CONTINUUM OF CARE NARRATIVE

In Monterey County, three entities shoulder the burden of planning for a Continuum of Care to address homelessness. These are: (1) the lead governmental agency: Monterey County Department of Social Services (DSS); and two unique local collaborative efforts: (2) the Coalition of Homeless Services Providers (Homeless Coalition) and (3) Leadership Council (CoC Governing Body).

This working group of nonprofits, City and County staff, and community members met throughout the year. The primary focus during this period continued to be the implementation of a comprehensive, 10-year plan to end homelessness entitled "Lead Me Home."

SENIOR SERVICES

Legal Services for Seniors received funding to assist in providing free legal services for persons 60 years or older in 2014-2015. In 2014-2015, 330 senior citizens were served by Legal Services for Seniors. This funding facilitated the availability of an attorney who provides legal assistance on many issues, including:

- Financial and physical elder abuse
- Social Security, SSI, and private pension problems
- Health care, Medicare, Medi-Cal, and private health insurance problems
- Housing rights and landlord/tenant disputes
- Advanced health care directives and long-term care problems
- Simple wills
- Consumer and debt collection problems

- Guardianships

The City also supported Meals on Wheels of the Monterey Peninsula which provided 2.5 meals per day, five days per week, to 112 unduplicated seniors.

The technology center established at Greater Victory Temple assisted 33 seniors by giving them free access to computers, printers and scanners. The center provided one on one assistance to seniors.

OTHER ACTIONS IN SUPPORT OF CDBG GOALS

Actions in Support of Affordable Housing

The loss of redevelopment agency funds by the state of California has severely hindered any and all housing initiatives since 2012–13. In addition, the City of Seaside, as mentioned in previous CAPERs, continues to have the ongoing issue regarding limited water resources. The city's water provider Cal-American is under a cease and desist order by the State Water Resources Control Board that prohibits intensifying existing uses or adding new water connections.

As previously mentioned, in 2013–14, the City of Seaside implemented a modified housing rehabilitation program that focused on beautification and health and safety issues for the City's low- to moderate-income residents. The funding ended and the City of Seaside did not obtain any other grant funding sources for housing activities in 2014-2015.

Lead-Based Paint

The City did not conduct any activities for which lead-based paint clearance was necessary in 2014-2015.

However, the City does conduct a visual assessment to identify lead-based paint hazards when necessary and contracts with certified lead-based paint inspectors as required by state law. The brochure published by the US Environmental Protection Agency entitled "Protect Your Family from Lead in Your Home" is furnished to homeowners receiving rehabilitation loans. This brochure is also available at Seaside City Hall and the Seaside Library, both in English and Spanish.

Compliance and Monitoring

City staff met with the subrecipient staff responsible for each activity prior to the beginning of the program year. All subrecipients were informed of the obligations to collect the required information on income, household composition, and race and ethnicity. The City also provided information on subrecipient agreement policies, data collection, and financial management. The City recommended that each subrecipient and the facilities project sponsors read the "Playing by the Rules" guide produced by HUD.

Staff provided guidance and assistance to public service providers in the form of improving the collection of data on persons served and documenting services provided. Staff has implemented tracking of grant budgets and expenditures within City accounting systems that mirror IDIS and are regularly reconciled to IDIS. Staff provides quarterly reports to the CDAC that describe program progress.

Each quarter, staff examined the progress each subrecipient was making toward performance targets. Public services subrecipients must report their service population with each billing. Billings must be at least quarterly. Each subrecipient agreement contains provisions for reductions to or suspensions of payments in the event that targets are not being met (without valid reason) or when past performance issues have not been resolved.

The City has placed a strong emphasis on its subrecipients gathering complete and accurate information on the persons and/or households they serve, and regularly reporting on progress. Quarterly reports were reviewed by CDAC.

In response to HUD monitoring, the City revised its CDBG program manual to describe more specifically how it will monitor CDBG subrecipients and adopt a policy to regularly conduct on-site monitoring. The City postponed conducting on-site monitoring visits originally scheduled for July and August of 2015 to several subrecipients who received CDBG funds during 2014-2015 due to ongoing contract negotiations with the Consultant coordinating the visits. The on-site monitoring will be rescheduled to fall 2015.

Anti-Poverty Strategy

During the program year, the City worked with several organizations that focus on increasing self-sufficiency among lower-income populations. These organizations included the Legal Services for Seniors, which provides a legal services pertaining to housing, health, and finances for elderly residents, and the Meals on Wheels of the Monterey Peninsula home-delivered meals program.

Central Coast HIV/AIDS services not only provided disease testing services, but also provided referrals to drug, dental and mental assistance program, provided food vouchers as well as emergency rental assistance. CDBG funding allows the persons receiving services to preserve their limited income.

The Greater Victory Temple established a technology center so that Seaside residents had access to computers and instructors to assist them with job application, homework and improve computer skills, giving the opportunity and knowledge to seek better jobs.

PUBLIC PARTICIPATION

On August 19, 2015, the City's CDAC held a public meeting and reviewed the 2014-2015 CDBG program. The CDAC was presented with summary information on program expenditures and accomplishments.

On September 3, 2015 the City published a draft CAPER for public comment. The City took public comment from September 3 through September 18, 2015.

The CDAC further encouraged public participation and accepted comments and gave its recommendation for approval at its September 16, 2015 meeting.

A public hearing on the report was held on September 17, 2015, at the Seaside City Council meeting.

The CAPER was made available on the city website, at the Seaside public library, Seaside Fire Station, in the City Clerk's office, and at the City Hall Customer Service desk. The document was also given to the CDAC for input. A summary of public comments received will be included in the CAPER submitted to HUD.

CITIZEN COMMENTS

Public notice included the address of City Hall, staff contact names, mailing addresses, phone numbers, the address of website to view the report, and information on where to direct comments and questions.

If any comments are received, the City endeavors to respond to all questions or comments within 10 business days. Any comments received have been attached.

SELF-EVALUATION

What is the status of grant programs?

The greatest two challenges the City's CDBG program faces are shrinking grant funds and staff turnover. The City continues to be impacted by the loss of redevelopment funding and a general reduction in grant dollars received. The City continues to rely on contract staffing to manage aspects of the CDBG grant program. In the upcoming 2015-2016 year, City Staff will take a greater role in document preparation and project oversight, redistributing the workload and also transitioning into report generation though the HUD Integrated Disbursement and Information System (IDIS). This document was prepared by City Staff and City Staff members in the Economic Development and Finance divisions have access to IDIS functions and are undergoing training on the modules.

A notable change in overall program management in the past two years has been the increased involvement of the CDAC. In 2012, the CDAC was formed as part of the City's Citizen Participation Plan. In 2012–2013 the CDAC was involved in the development of the 2013–2014 Annual Action Plan. The CDAC now meets regularly (monthly) as an active and viable part of the planning and management for CDBG funds, providing valuable feedback to staff and ensuring citizen participation. The CDAC has encouraged implementation of a multi-year funding cycle, which the City Council approved. As previously mentioned, the CDAC held a public meeting on August 19, 2015, to review CDBG program annual accomplishments and discuss program performance.

Public Services

The City funded seven public services activities in the 2014-2015 program year which provided a range of high priority need services for adults, youth, and the elderly. Services addressed needs including substance abuse treatment, HIV testing and accompanying counseling, gang intervention, legal aid/housing crisis intervention, technology improvements, student leadership development and nutrition. The public service programs are active and robust.

Public services saw the following accomplishments.

- 159 persons received residential substance abuse treatment.
- 650 high school students received leadership development.
- 330 seniors given free legal aid.
- 121 seniors provided with home-delivered meals.
- 32 1st-12th grade students given academic and social enrichment.
- 207 persons utilized a community tech center
- 30 persons received HIV testing and associated services

A total of 1,383 persons were served. Ninety-four percent (98%) of all persons served were documented low income, and 59% of all persons served were documented extremely low-income.

Infrastructure
Over $300,000 was committed to repair streets in low-income areas identified as some of the most substandard sections of roadway. The scheduled road repairs were completed in 2014-2015.

With the loss of redevelopment in 2010, the City's source of funding to undertake large-scale long-term redevelopment projects was eliminated. In the 2015-2016 plan year and looking forward, the City is returning to smaller scale infrastructure projects.

Public Facilities
The City funded improvements to four neighborhood parks. These are currently in the construction phase. Improvements to the parks are expected to be completed in October 2015.

ADA accessibility will improve at the Seaside Public Library with CDBG funded improvements. This project is expected to be completed in Fall 2015.

Accessibility to a residential drug treatment facility and improvements to a youth program center are underway. Both projects should be completed within the next fiscal year.

Economic Development and Blight Removal
The City implemented the Commercial Façade Improvement Program. The program was promoted by planning and building staff to business owners considering façade improvements during the permit application process. The program was also promoted at the local Chamber of Commerce. Staff had several inquiries which has now resulted in two completed projects.

Housing
The City previously contracted with RTMS, a nonprofit organization, to implement a residential façade improvement program. In 2013–2014, RTMS identified several homes as potential projects, and applications were mailed to targeted homeowners. RTMS was able to complete two projects during the fiscal year 2013–2014. The contract for funding expired in June 2014.

Are grant disbursements timely?

HUD requires that 60 days prior to the end of the program year, CDBG grantees have available in their line of credit no more than 1.5 times that year's CDBG award. On May 2, 2014, the City had $591,340 remaining in the CDBG line of credit. That is 1.65 times the 2013–14 annual grant of $357,425. Including the balance of unexpended program income, the total of unexpended CDBG funds on hand as of May 2, 2014, was $726,560. The amount is 2.03 times the annual grant. The City found itself with a significant balance of unexpended CDBG funds because it had committed funding to projects that were not moving forward as previously planned

On August 4, 2014, the City was found to be a "newly untimely" grantee.

The City was not able to be timely at the time of the May 2014 test as the projects did require significant time to complete environmental review and determine the scope of work required. The City took action to reallocate funding from stalled activities to new uses expected to bring the City into a timely position by the next test in May 2015.

As a result, the City drafted a workout plan that was approved by HUD. In May 2015, the City had $549,515 remaining in the CDBG line of credit. The amount was 1.47 times the 2014-2015 grant of $374,713. The City met the timeliness goal.

The CDAC continues to receive quarterly reports from staff on program expenditures and progress toward meeting annual program goals in the interest of meeting program requirements.

Are major goals on target?

The City's goals for public services are on target. Goals for capital projects have suffered as the result of difficulty in assessing the existing conditions, delays involved during the environmental review process, determining the appropriate scope of repairs, and estimating cost.

Housing and economic development/blight removal programs had to reinvent and restart after the loss of staff and redevelopment funding. The goals associated with those activity types have not kept pace. These programs have proven challenging to implement on a small scale with limited staffing.

The City had no plans in the 2014-2015 program year to produce affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units. This includes housing for homeless, non-homeless, and special needs households.

Are any activities or types of activities falling behind schedule?

The Activity Summaries section of this CAPER provides a description of each activity undertaken in 2014-2015 and its actual accomplishments during the year. As described in the previous paragraph, capital projects (infrastructure and public facilities), housing, and economic development/blight removal activities have suffered slowdowns.

Are the activities and strategies making an impact on identified needs?

The housing and community development activities that are funded through the grant are making a positive impact in the community and the specific needs identified in the Consolidated Plan and Action Plan. The funded activities and strategies are vital to the City's health and well-being in many ways.

The funded public service activities provide many vulnerable citizens, such as seniors and extremely low-income persons, with essential and life-enhancing services. Each funded activity in this program year is directly related to at least one of the goals in the Consolidated Plan and helps to further achievement of the City's community development objectives and goals.

What barriers may have a negative impact on fulfilling the strategies and the overall vision?

The City has experienced a significant reduction in revenue over the past five years. These include general revenues and special funds. These reductions have impacted the general operations of the city as well as the housing and community and economic development activities. One of the most significant losses has been the statewide elimination of redevelopment in 2012. The loss of this funding stream has had a disproportionate impact on housing and community development. Whereas in the past, redevelopment funds carried much of the overhead for CDBG administration and the City's affordable housing program, the CDBG program is now fully burdened as the only funding source for these activities. CDBG also carries the annual expense of the Section 108 loan, which currently consumes 70 percent of entitlement funding and will only increase over the next two years until it is paid off in 2017. Without a dependable source of program income, the City's CDBG program will continue to be severely hampered.

Faced with reduced resources, the City made the choice to focus CDBG resources where the need is greatest. The community-identified areas of need are infrastructure and facilities improvements in low-income areas, including street and park accessibility improvements, and providing essential public services for youth and seniors.

There has been an increased interest in Public Service program participation in the past several years. With more groups asking for funding, the CDAC may consider recommending the maximum award to each group so that the funding may be spread to more agencies. A secondary concern is that by capping the funding, the reporting efforts may be overwhelming for the agencies to provide in proportion to the award. This idea will be further discussed by the CDAC in 2015-2016.

Based on findings, what adjustments or improvements to strategies and activities might meet the City's needs more effectively?

The City will endeavor to find new funding opportunities to maximize the City's ability to meet residents' needs. The City will also evaluate all proposed activities based on factors such as leveraging and number of beneficiaries in an attempt to increase funding efficacy.

On May 7, 2015, the Seaside City Council adopted a resolution implementing a multi-year funding cycle for awarding public service and eligible project grant awards. This move will alleviate the need for the subrecipeients to prepare application materials as often, enable the CDAC and the subrecipeints make longer range plans and to have a clearer picture of longer term benefits in the programs.

The City is continuing to explore ways to increase efficiency and more fully utilize existing resources. City staff is taking on a larger role and continuing training in the CDBG program. The City is also discussing a common application and reporting process with the other CDBG entitlement communities in Monterey County.

CITY OF SEASIDE
STAFF REPORT

Item No.: 6.A.

TO: Community Development Advisory Committee

BY: Sharon Mikesell, Administrative Analyst

DATE: September 16, 2015

SUBJECT: **CDBG Community Needs Assessment Workshop**

PURPOSE

The annual planning workshop enables the community to help establish the priority needs that will direct 2016-2017 and 2017-2018 CDBG funding.

RECOMMENDATION

It is recommended the CDAC host the community needs assessment workshop and encourage the community's participation in the planning process.

BACKGROUND

A discussion regarding the Powerpoint will take place during the meeting.

FISCAL IMPACT

ATTACHMENTS

1. Powerpoint Presentation-Community Needs Assessment Workshop

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City of Seaside
CDBG COMMUNITY WORKSHOP

Community Development Advisory Committee

2016-18 CDBG Priority Needs

September 16, 2015

CDBG COMMUNITY WORKSHOP

- Workshop part of annual planning process for CDBG.
  - CDBG = Community Development Block Grant
  - HUD = US Department of Housing and Urban Development
  - Annual funding received from HUD
- Workshop Goals
  - Forum for community input into CDBG program
  - Establish priorities for 2016-18 CDBG program
  - Used by CDAC to rank applications

Annual Planning Process

• Community Needs Workshop	Tonight
• NOFA and application	11/12/15
• Mandatory Proposal Workshop	11/18/15
• Proposals due	01/15/16
• CDAC reviews applications	
• City Council hearing	04/21/16
• Public comment period	
• City Council adopt final plan	05/05/16
• Action Plan due to HUD	05/15/16

CDBG Program

- Primarily benefits low- and moderate-income persons
- Eligible uses
  - Public facilities, public improvements
  - Social services and human assistance programs
  - Housing repair and housing services
  - Fair housing and homeless services

CDBG Use of Funds

- **Obligatory Expenditures,** the City's repayment of a Section 108 loan.
- **Program Administration**, which is capped at 20% of the current entitlement and plan year program income.
- **Public Service Program Activities**, which is capped at 15% of the current entitlement and the prior plan year program income.
- **Eligible Projects**, which includes infrastructure improvements, public facilities, parks, housing repair, and economic development.

CDBG Priorities

- 2015–20 Consolidated Plan
- Establishes five-year priorities
  - Populations
  - Projects and Services

Community Needs

IDENTIFIED TARGET POPULATIONS

- Extremely low-income and very low-income households
- Seniors
- Youth, primarily ages 6–17
- Persons with disabilities
- Foster youth

Community Needs

IDENTIFIED PROJECTS AND SERVICES

- **Public facilities** (either new or upgrades/expansions to existing facilities), including community centers, youth facilities, community gardens, and one-stop service centers
- **Affordable housing programs** for new housing construction, the preservation and rehabilitation of existing rental housing, emergency housing repairs, down-payment assistance, and tenant-based rental assistance
- **Crime prevention activities** to provide resources to support law enforcement and crime prevention programming in designated neighborhoods

Community Needs

IDENTIFIED PROJECTS AND SERVICES

- **Public improvements**, especially those focused on increasing accessibility , such as ADA curb ramps and sidewalk infill, and storm drainage and flooding improvements
- **Public services for a wide range of populations**, including seniors, youth, disabled persons, homeless households, foster youth, displaced workers, and households with fair housing issues
- **Employment development services** to provide training and to support job creation

Open Discussion

- Discuss priority by need category.
- Needs by population served and service or project type.
- Brainstorm, then offer reasons for priority rank.
- CDAC and staff will determine final priority needs.
- Priority needs will be published in the NOFA.
- Needs will determine ranking of proposals.

CONTACT

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