



AGENDA

CITY OF SEASIDE
NEIGHBORHOOD IMPROVEMENT
COMMISSION

REGULAR MEETING
440 HARCOURT AVE
Tuesday, January 7, 2025
5:00 PM

NOTICE: *The City Council and the City's Boards, Commissions and Committees, will hold its public meetings in person, with a view option for public participation based on availability. The City of Seaside utilizes Zoom tele-conferencing technology for virtual public participation; however, we make no representation or warranty of any kind, regarding the adequacy, reliability, or availability of the use of this platform in this manner. Participation by members of public through this means is at their own risk.*

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4. To make public comment, the following options are available:

Before the Meeting via Email: Written comments can be emailed to cityclerk@ci.seaside.ca.us Include the following subject line: "Public Comment Item #____" (insert the agenda item number relevant to your comment). Written comments must be received by 2:00 p.m. on the day of the meeting.

During the Meeting: When the Chair calls for public comment, members of the public participating in person and wishing to address the Commission may approach the podium when the Chair calls for public comment.

When the Chair calls for public comment, members of the public participating on Zoom and wishing to address the City Council can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9 to "Raise Hand"; press *6 to unmute.
5. In accordance with the City's Remote Meeting Participation Policy for Public Comment: The City of Seaside reserves the right to refuse, limit, and/or revoke use of video conferencing technology and the option for virtual public participation. Granting use of the virtual

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1. CALL TO ORDER

2. ROLL CALL - NEIGHBORHOOD IMPROVEMENT COMMISSION

Joan Costello	Chair
Shanda LeBoeuf	Vice Chair
Ramona Olaeta-Reed	Commissioner
Ray Riordan	Commissioner
Tiffinie Meyer	Commissioner
Dennis Alexander	Commissioner

3. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

4. PUBLIC COMMENT

Members of the public wishing to address the Commission on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Comments on specific agenda items are heard under that item. For the public record, please state your name.

5. APPROVAL OF MINUTES

A. APPROVE MINUTES FROM NOVEMBER 6, 2024 MEETING

6. BUSINESS

A. ELECTION OF CHAIR AND VICE CHAIR

B. REVIEW PROJECT PROPOSALS THAT HAVE BEEN SUBMITTED

C. RETREAT PLANNING

D. FUTURE OF THE HIGH FIVE PROGRAM

**E. UPDATE THE NEIGHBORHOOD IMPROVEMENT COMMISSION
RECOMMENDATIONS THAT WERE APPROVED OR DISAPPROVED BY CITY
COUNCIL**

7. REPORTS FROM COMMISSIONERS

This is a time specifically set aside for Commissioners to make brief comments of general interest to the community, make requests that items be added to future meeting agendas as necessary, and report on Committee Assignments.

8. REPORTS FROM STAFF

This is a time specifically set aside for the Staff Liaison to provide updates on non-agendized requests from the Commission, and to provide brief information on topics under the purview of the Commission.

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
February 4, 2024
5:00 p.m.

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at (831) 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. Agendas and videos of past meetings are available on demand are posted at: <http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

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.



FINAL MINUTES

CITY OF SEASIDE
NEIGHBORHOOD
IMPROVEMENT
COMMISSION

SPECIAL MEETING
COUNCIL CHAMBER
Wednesday, November 6, 2024
5:00 PM

1. **CALL TO ORDER**

Chair Costello called the meeting to order at 5:00 p.m.

2. **ROLL CALL - NEIGHBORHOOD IMPROVEMENT COMMISSION**

PRESENT: MEYER, ALEXANDER, OLAETA-REED, RIORDAN, COSTELLO, LEBOEUF
ABSENT: NONE

3. **REVIEW OF AGENDA**

Chair Costello proposed to add item 6. F, to hold or be without a Neighborhood Improvement Commission meeting in December and Item 6. G, to collaborate with Parks and Recreation for judging the Christmas Lights and Decoration contest.

On Motion by Commissioner Alexander and second by Commissioner Meyer and carried by the following vote, the Neighborhood Improvement Commission moved to approve to add Item 6. F to the Agenda.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None

ABSTAIN: None

ABSENT: None

On Motion by Commissioner Meyer and second by Commissioner Olaeta-Reed and carried by the following vote, the Neighborhood Improvement Commission moved to approve to add Item 6. G to the Agenda.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None

ABSTAIN: None

ABSENT: None

4. **PUBLIC COMMENT**

APPROVAL OF MINUTES

A. APPROVAL OF MINUTES

On Motion by Commissioner Alexander and second by Commissioner Olaeta-Reed and carried by the following vote, the Neighborhood Improvement Commission moved to approve Minutes from October 1, 2024 meeting.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None

ABSTAIN: None

ABSENT: None

5. BUSINESS

A. RED CROSS SOUND THE ALARM, SMOKE INSTALLATION ON JANUARY 25, 2025

Item adopted on annual work plan. The Red Cross obtains a list of residents who need working smoke alarms. The Neighborhood Improvement Committee uses the list to go out that day to install smoke alarms in teams of 3. Scheduled for the last Saturday in January to meet at the Fire department.

PUBLIC COMMENT:

Lynda Cunningham

B. SELECT DATE FOR JANUARY 2025 ANNUAL NIC WORK PLAN RETREAT AND DEVELOP A PLAN

On Motion by Commissioner Meyer and second by Commissioner Alexander and carried by the following vote, the Neighborhood Improvement Commission moved to approve meeting January 11, 2025 from 8 a.m. to 12 p.m. at the Oldemeyer Center

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None
ABSTAIN: None
ABSENT: None

PUBLIC COMMENT:

None

**C. ESTABLISH PROCESS FOR CONTACTING COMMISSION LIASONS TO
SUBMIT PROJECT IDEAS FOR 2025/2026**

Chair Costello suggested that a group of 3 meet (not to exceed a quorum) to brainstorm and draft a mock letter for our liaison to distribute to other liaisons and their Commissions. The letter will include a timeline for submitting proposals.

On Motion by Commissioner Costello and second by Commissioner Alexander and carried by the following vote, the Neighborhood Improvement Commission moved to approve to meet in a group of 3, not to exceed a quorum, to generate a letter for Commissions on how to submit proposals.

RESULTS: 6-0-0-0
AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf
NOES: None
ABSTAIN: None
ABSENT: None

PUBLIC COMMENT:

Lynda Cunningham, Dan Meewis

**D. COMMISSIONERS TO ASSIGN NEIGHBORHOODS FOR HOUSE OF THE
MONTH AND TO DETERMINE BUSINESSES OF THE QUARTER**

On Motion by Commissioner Meyer and second by Commissioner Alexander and carried by the following vote, the Neighborhood Improvement Commission moved to approve to accept House of the Month assignment and accept Business of the Quarter assignment. Dennis Alexander 1st Quarter, Shanda LeBoeuf 2nd Quarter, Tiffinie Meyer 3rd Quarter and Ramona Olaeta-Reed 4th Quarter.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC COMMENT:

Dan Meewis

E. JOINT MEETING REQUEST FROM THE HOMELESS COMMISSION TO DISCUSS FUTURE COLLABORATION EFFORTS ON THE ANNUAL WORK PLAN

Commission suggested holding a joint session between the Neighborhood Improvement Commission and the Homeless Commission during the Neighborhood Improvement Commission retreat to be held on January 11, 2024 from 12:00-1:00 p.m.

On Motion by Commissioner Costello and second by Commissioner Meyer and carried by the following vote, the Neighborhood Improvement Commission moved to to meet with the Homeless Commission at the Neighborhood Improvement Commission Retreat from 12:00-1:00 p.m. at the Oldemeyer Center. This meeting is to occur immediately after the Neighborhood Improvement Commission retreat.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC COMMENT:

Dan Meewis, Lynda Cunningham, Dianne Nielson

F. ELIMINATE DECEMBER, 2024 COMMISSION MEETING

On Motion by Commissioner Meyer and second by Commissioner Costello and carried by the following vote, the Neighborhood Improvement Commission moved to eliminate the December 2024 Commission meeting.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC COMMENT:

Dan Meewis

G. NEIGHBORHOOD IMPROVEMENT COMMISSION TO COLLABORATE WITH PARKS AND RECREATION COMMISSION ON THE DECEMBER CHRISTMAS LIGHTS AND DECORATIONS CONTEST

On Motion by Commissioner Costello and second by Commissioner Alexander and carried by the following vote, the Neighborhood Improvement Commission moved to collaborate with the Parks and Recreation Commission on the December Christmas Lights and Decorations contest.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC COMMENT:

Dan Meewis, Lynda Cunningham, Dianne Nielson

6. REPORTS FROM COMMISSIONERS

7. REPORTS FROM STAFF

Adolfo introduced the new Chief Building Official, Jessica Edward, who will be the new Neighborhood Improvement Commission liaison.

8. ADJOURNMENT

With no further business, the meeting adjourned at 6:44 p.m.

On Motion by Commissioner Alexander and second by Commissioner Meyer and carried by the following vote, the Neighborhood Improvement Commission moved to adjourn the meeting.

RESULTS: 6-0-0-0

AYES: Meyer, Alexander, Olaeta Reed, Riordan, Costello, LeBoeuf

NOES: None
ABSTAIN: None
ABSENT: None

Respectfully submitted,

Jennifer Hancock, Committee Clerk

Joan Costello, Chair



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.A.

TO: Neighborhood Improvement Program

BY: Dan Meewis, Recreation Director

DATE: January 7, 2025

SUBJECT: ELECTION OF CHAIR AND VICE CHAIR

RECOMMENDATION

Hold an election to select a Chair and Vice Chair for the upcoming year.

BACKGROUND

Every year the commission needs to select a new Chair and Vice Chair. This typically happens at the first or second meeting of the year. Commissioners will be able to nominate a fellow commissioner to serve in either role. If the nomination is accepted, a vote will be held to determine who will serve as the new Chair or Vice Chair.

FISCAL IMPACT

No fiscal impact with this item

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.B.

TO: Neighborhood Improvement Program

BY: Dan Meewis, Recreation Director

DATE: January 7, 2025

SUBJECT: REVIEW PROJECT PROPOSALS THAT HAVE BEEN SUBMITTED

RECOMMENDATION

Review the proposals from commissions, and community groups for potential project during the 25/26 fiscal year.

BACKGROUND

During the November 6, 2024, meeting. The commission developed a process for soliciting input from other City Commissions, and local non-profits to submit proposals to the NIC for review to potentially be included in the NIC's 25/26 work-plan. Staff has sent out letters to staff liaisons, and community leaders with the information about submitted proposals. The NIC will review the proposals and determine which ones will be selected to be included in their work-plan.

FISCAL IMPACT

No fiscal impact with this item.

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.C.

TO: Neighborhood Improvement Program

BY:

DATE: January 7, 2025

SUBJECT: RETREAT PLANNING

RECOMMENDATION

Create a plan for the commission retreat on January 11, 2025

BACKGROUND

At the November 6, 2024, special meeting, the commissioner selected Saturday, January 11, 2025 as the date for their annual retreat. The retreat will focus on the plan and process of establishing the 2025 work-plan for the commission. The work-plan will focus on identifying projects, and gather input from other City commissions, and non-profits for potential projects to be completed in Fiscal Year 25/26 with funds from the Transient Occupancy Tax.

FISCAL IMPACT

No fiscal impact with this item

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.D.

TO: Neighborhood Improvement Program

BY: Dan Meewis, Recreation Director

DATE: January 7, 2025

SUBJECT: FUTURE OF THE HIGH FIVE PROGRAM

RECOMMENDATION

Discuss the future of the High Five Program

BACKGROUND

During the Police Chief;s tenure as Acting City Manager, her came up with a program to address the needs of those in the community who may not be able to keep up with the maintenance of their yards. This program would identify residents in our community who may need some assistance when it comes to keeping their yards free of overgrown weeds. The commission identified this program as one the meets the mission of the Neighborhood Improvement Commission and would like to find ways to move this program forward.

FISCAL IMPACT

This item is for discussion purposes only. However, the program well have fiscal impact once it is identified on how it will run.

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.E.

TO: Neighborhood Improvement Program

BY: Dan Meewis, Recreation Director

DATE: January 7, 2025

**SUBJECT: UPDATE THE NEIGHBORHOOD IMPROVEMENT COMMISSION
RECOMMENDATIONS THAT WERE APPROVED OR
DISAPPROVED BY CITY COUNCIL**

RECOMMENDATION

Receive update on the recommendations

BACKGROUND

At the November 21, 2024, City Council meeting. Staff presented the Neighborhood Improvement Programs (NIC) recommendations for projects to be funded with the Transient Occupancy Tax funds. The NIC submitted an extensive list of projects to the City Council. There was a significant amount of projects that were approved by the council. However, there were some projects that were not approved, and in lieu of these projects the City Council identified additional projects that they would like to see funded.

FISCAL IMPACT

ATTACHMENTS

1. NIC Recommendations Votes
-
-

REQUESTOR	PROJECT	UNIT	QTY	UNIT COST	TOTAL COST	11/21/24 CC VOTE
NIC	Neighborhood Clean-up, September and April	EA	2	\$7,500	\$15,000	AM – Y RB – N AGA – N DP – N IO – N
NIC	Tree Give-a-Way	LS	1	\$10,000	\$10,000	AM – Y RB – Y AGA – Y DP – Y IO – Y
NIC	Neighborhood Watch Program	LS	1	\$10,000	\$10,000	AM – Y RB – N AGA – N DP – N IO – Y
NIC	Graffiti Abatement Program	LS	1	\$25,000	\$25,000	AM – Y RB – N AGA – N DP – N IO – N

NIC	High Five Program	LS	1	\$5,000	\$5,000	AM – Y RB – N AGA – N DP – N IO – Y
NIC	Additional Benches on Gen. Jim Moore Blvd	EA	1	\$4,500	\$4,500	AM – Y RB – Y AGA – Y DP – Y IO – Y
NIC	Utility Box Wraps	EA	5	\$1,700	\$8,500	AM – Y RB – Y AGA – N DP – Y IO – Y
NIC	Additional Bike Racks at City Parks & Downtown	EA	2	\$1,300	\$2,600	AM – Y RB – Y AGA – Y DP – Y IO – Y
NIC	Oldemeyer Center Mural - West Entrance Wall	EA	1	\$15,000	\$15,000	AM – Y RB – Y AGA – Y

						DP – Y IO – Y
NIC	Landscape improvement for less maintenance at Seaside sign, Del Monte and Canyon Del Rey	LS	1	\$15,000	\$15,000	AM – Y RB – N AGA – N DP – N IO – N
NIC/FOSPA/SS	Capra Park Revitalization/BBQ Area/Drinking Fountain	LS	1	\$62,514	\$62,514	AM – Y RB – Y AGA – Y DP – Y IO – Y
SAHC	Mural at Pre-School	LS	1	\$15,000	\$15,000	AM – Y RB – Y AGA – Y DP – Y IO – Y
FOSPA	Lincoln Cunningham Park - Play Structure (LC Park Phase 1 Arterial Trail Reaming Funds non NIC funds)	LS	1	\$160,000 \$200,000	\$160,000 \$360,000	AM – Y RB – Y AGA – Y DP – Y IO – Y

PRC	Water Fountain-Refill Station – Recommend Metz Park	EA	1	\$20,000	\$20,000	AM – Y RB – Y AGA – Y DP – Y IO – Y
NEW ALLOCATION					\$368,114	

Amount Expended in Approved Projects: \$298,114.00

Amount Remaining: \$70,000.00

- Gateway Sign (\$15,000)
- BBQ (\$8,000)
- Solar Lights at Palm Trees on Fremont (15,000.00)
- Park Benches in Lincoln Cunningham (\$10,000.00)
- Decorative Bike Racks (\$2,600.00)
- Oldemeyer Projection Screen (\$19,000.00)

- Replacement Lights for Seaside Gateway Sign –
Canyon Del Rey (\$400.00
Total: \$70,000.00