



AGENDA

CITY OF SEASIDE
COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE

SPECIAL MEETING
OLDEMEYER CENTER
986 Hilby Avenue
Monday, March 14, 2016
6:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**

2. **ROLL CALL (CDAC)**

John Francis, Sue Hawthorne, Sharrline Napoleon

Jessica Piombo, Rebecca Pieken, Clementine Bonner-Klein

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

3. **PUBLIC COMMENT**

4. **APPROVAL OF MINUTES**

Special Meeting Minutes, February 24, 2016

A. **SPECIAL MEETING MINUTES OF FEBRUARY 24, 2016**

5. **OLD BUSINESS**

A. **Update on Second Quarter reporting/payment status of Food Bank of Monterey County.**

PURPOSE: The purpose of this item is to inform the CDAC that multiple discussions have taken place to clarify procedures regarding processing of CDBG funding noting that the Food Bank's service to the community is greatly appreciated. The delay in processing quarterly payments was solely due to miscommunication concerning details of reporting client data. The Food Bank Second Quarter payment has been processed per CDAC recommendation.

RECOMMENDATION: It is recommended that the CDAC receive the update.

B. Update on October 2015 Subrecipient Monitoring-Debarment of Central Coast HIV-Aids Services

PURPOSE: The purpose of this item is to update the CDAC that the HUD recommended process of debarment of Central Coast HIV-Aids Services has been completed. Attempts to conduct a monitoring visit as a follow up to their receipt of 2014-2015 CDBG funds from the City of Seaside were unsuccessful. Per HUD instruction, staff has completed the debarment process.

In general, **records are to be retained for 4 years** from the date of submission of the grantee's CAPER in which the specific activity is reported for the last time.

Representatives of the grantee, HUD, the Comptroller General of the United States, or of other authorized governmental agencies have the right of access to any pertinent records of a subrecipient to make audits, examinations, excerpts, and transcripts. (24 CFR 85.10 (e) and 84.53 (e)) Consistent with applicable state and local laws regarding privacy and obligations of confidentiality, the subrecipient also must provide citizens with reasonable access to records on the past use of CDBG funds (24 CFR 570.508).

RECOMMENDATION: It is recommended that the CDAC receive the report. Central Coast HIV-Aids is no longer serving the area and they have closed their doors permanently. Efforts for monitoring their 2014-2015 CDBG program were unsuccessful. Although it is extremely unlikely that they will ask for future funds, Central Coast HIV-Aids is no longer eligible to receive CDBG funding from the City of Seaside. The debarment process is connected with accessibility to records and is not a reflection on the quality of services they performed in our community while they were operating.

C. Recommendation to City Council for funding allocations for Public Service activities and CDBG funded Projects for the 2016-2017 Action Plan.

PURPOSE: The purpose of this item is to determine the funding allocation amounts to be recommended to City Council for the Public Service and CDBG capital projects for the 2016-2017 Fiscal Year to be included in the Annual Action Plan. Scoring was accepted as submitted at the February 24, 2016 special meeting.

RECOMMENDATION: It is recommended that the CDAC determine the funding allocation amounts to be recommended to City Council for the Public Service and capital projects for the 2016-2017 Fiscal Year to be included in the Annual Action Plan.

6. NEW BUSINESS

A. Update on progress of the 2016-2017 Annual Action Plan

PURPOSE: The purpose of this item is to hear an update on the progress of preparation of the 2015-2016 Annual Action Plan. The current Long Range Calendar indicates an administrative draft will be emailed to the CDAC on March 25 with a special CDAC meeting scheduled for April 6 to review the plan prior to the public comment period beginning on April 7 with a public hearing at City Council on May 7.

RECOMMENDATION: It recommended that the CDAC receive the report and provide direction as necessary.

B. Review and revise CDAC long range calendar

PURPOSE: The purpose of this item is to review the CDAC long range calendar and make adjustments if needed. The current calendar calls for a special meeting on April 6 and a regular meeting on April 20, if needed.

RECOMMENDATION: It is recommended that the CDAC review the long range calendar and make adjustments, if needed.

7. REPORTS FROM COMMITTEE MEMBERS

8. REPORTS BY STAFF

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
March 16, 2016
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&noplaylists=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.